

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

England & Wales · Charity number 1171222

Details

Other names WRDGS

Status Registered

Legal form CIO

Registered 2017-01-20

Register [View on the Charity Commission register](#)

Contact

Address 2nd Floor Office
The Hub
7 Easton Street
High Wycombe
Buckinghamshire

Phone 01494528557

Email info@wrdgs.org.uk

Website <http://www.wrdgs.org.uk/>

Activities

Objects: THE OBJECT[S] OF THE CIO APPLY TO THE TOWN OF HIGH WYCOMBE AND ITS ENVIRONS ("THE AREA OF BENEFIT").THE RELIEF OF POVERTY AMONGST PEOPLE WHO ARE HOMELESS OR INADEQUATELY HOUSED IN PARTICULAR THROUGH PROVISION OF RENT DEPOSIT GUARANTEES AND OTHER ASSISTANCE ON BEHALF OF SAID PERSONS WHO ARE IN NEED OF ACCOMMODATION AND WHO OTHERWISE WOULD BE UNABLE TO SECURE ACCOMMODATION IN SAID AREA OF BENEFIT

Activities: PREVENTING HOMELESSNESS IN THE BUCKINGHAMSHIRE COUNCIL AREA. SERVICES INCLUDE: GIVING A GUARANTEE TO LANDLORDS (AS AN ALTERNATIVE TO THE CASH DEPOSIT NORMALLY REQUIRED); LIAISING BETWEEN LANDLORD, TENANT AND BENEFIT AGENCIES TO SUSTAIN TENANCIES; AND GIVING FREE ADVICE ON HOUSING-RELATED MATTERS.

Classification

- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

Geography

- Buckinghamshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£155,458	£126,615	-	-
2024-03-31	£146,533	£101,385	-	-
2023-03-31	£119,562	£94,172	-	-
2022-03-31	£76,451	£77,304	-	-
2021-03-31	£93,438	£75,148	-	-

Trustees

Name	Role	Appointed
Nancy Bradshaw	Chair	2020-02-26
Andrew David Imlay		2025-08-12
Clive Bradshaw		2020-02-26
Cllr Hazel Jayne Arthur-Hewitt		2025-06-27
Edward Maguire		2020-02-26
Kevin Victor Boughen		2025-10-22

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

England & Wales - Charity number 1171222

Accounts



TRUSTEES' ANNUAL REPORT

1st April 2024 – 31st March 2025

Helping to prevent homelessness

The Office
2nd Floor,
The Hub,
Easton Street,
High Wycombe,
Bucks, HP11 1NJ

EMAIL: info@wycrent.org.uk
TELEPHONE: 01494 528557
www.wrdgs.org.uk

Registered Charitable Incorporated Organisation - No. 1171222

1 Objectives and Activities

The Wycombe Rent Deposit Guarantee Scheme (WRDGS) is a charity set up for the relief of poverty amongst people who are homeless or inadequately housed in the Wycombe area. The Scheme provides guarantees for rent deposits, and other assistance on behalf of said persons who are in need of accommodation and who would otherwise be unable to secure accommodation in the Wycombe area.

The actions taken by the Scheme to meet its objectives include:

1. Providing a guarantee as an alternative to the cash deposit normally required by a landlord to secure a tenancy. The landlords can claim against the guarantee if they would be entitled to make deductions from a pre-paid deposit. This can help those who are able to pay rent, for example if they qualify for Universal Credit Housing Costs, but who cannot afford a deposit.
2. Maintaining and sustaining existing tenancies by liaising with tenants, landlords, benefits agencies and other support bodies to pre-empt and address issues threatening a tenancy.
3. Giving free, confidential advice on housing-related matters.
4. Using restricted grants received from Buckinghamshire Council to help those who have been rough sleepers into accommodation. This help may include paying cash deposits, paying the first month's rent in advance, giving landlords incentives for housing people who are difficult to house and purchasing items of basic furniture needed to live in the accommodation.

2 Background

The early planning stages of the Scheme were started in 1995 by a partnership between the members of The Wycombe District Council Housing Forum and The Source Group - a lay ecumenical Christian covenant community based in High Wycombe.

The Charity was registered in 1996 as a charitable trust but converted to being a Charitable Incorporated Organisation (CIO) for the year 2017-18. The charitable objects, staff and trustees remained the same, but a CIO is the recommended legal structure for a small charity like WRDGS.

At WRDGS' inception it was agreed that Wycombe District Council (WDC) would provide an annual grant to pay for on-costs (the costs of employing staff), the churches of High Wycombe would contribute towards running costs and The Guinness Partnership Limited would set aside £30,000 to cover the guarantees.

WRDGS applies for an annual grant from the Council (which is now Buckinghamshire Council (BC)). The Council grant no longer fully covers on-costs, so the Scheme has to raise money from other grants, donations and fund-raising activities.

3 Achievements and Performance in 2024-25

In 2024/25 we celebrated 29 years of helping to prevent homelessness in Wycombe District and, more recently, Buckinghamshire.

In 24-25 our staff provided highly specialised advice via 338 meetings with clients, some in person and some remotely. Some of our clients have only contacted us once, whilst we speak to others on a weekly basis.

We housed 58 households with 8 different landlords. Using our tenancy support service, most of our clients have renewed their tenancies without a guarantee being required, indicating that our landlords consider them to be reliable tenants.

We helped 13 households rescue their tenancies and 57 households to sustain their tenancies thus preventing them from becoming homeless. Thanks must go to Buckinghamshire Council Housing Benefit Department for providing advice and discretionary housing payments also to the Wycombe Homeless Connection Housing Legal Clinic. Our staff have provided specialist benefit and housing advice for this project for many years.

4 People helped by the Scheme from start until the end of 24-25

By the end of 2024-2025, the Scheme had HOUSED 1850 households, a total of 2023 adults and 757 children housed. Of these, 58 households (58 Adults and 0 children) were new to the Scheme in 2024-25 and 7 households (7 Adults and 0 children) renewed their tenancies with the help of the Scheme.

By the end 2024-2025, the Scheme had RESCUED 719 clients' tenancies. Of these 13 were new in 2024-2025. We have also helped to SUSTAIN 528 tenancies in order to keep clients in their accommodation who would have been at risk of becoming homeless. Of these 57 were new in 2024-2025.

The following case studies are based on real people, although names and details have been changed to preserve anonymity. Much of the work that we do is more complicated than simply housing someone:

SECURING FOUR TENANCIES SIMULTANEOUSLY

A landlord approached us with a four-bedroomed property, seeking potential clients for occupancy. After discussions with a local hostel, they referred three refugees who had been found sleeping rough after being granted indefinite leave to remain. The fourth client was also a refugee experiencing homelessness and residing in emergency accommodation. Using funds from the Rough Sleepers Initiative, we provided a month's rent in advance, a landlord incentive, and financial assistance for purchasing furniture and bedding. Within a few weeks of securing their new tenancies, all four clients successfully found employment.

FROM HOMELESSNESS TO STABILITY

We also assisted two separate clients who had been found sleeping rough and placed into emergency accommodation. Both were housed in a local hostel, where we contributed a modest amount to cover their initial expenses. Both clients were older than the typical residents at this hostel. Subsequently, we were approached by a landlord, who was developing two new flats so we recommended these clients for consideration. Following interviews, both clients were successfully placed in the new accommodation, thereby freeing up space at the hostel for additional potential clients.

A DIFFICULT TRANSITION: TENANTS AFFECTED BY SALE OF THEIR HOME

A long-standing landlord decided to sell two of his properties. Although the new landlord initially indicated his intention to retain the tenants, eviction notices were served to all the residents. Many of these tenants sought assistance from our scheme to facilitate this transition. We helped some apply to local hostels while we rehoused others into affordable private sector accommodation. Additionally, several were referred to the Buckinghamshire Council housing team for further support.

5 WRDGS referred clients to the following during 2024-25

Buckinghamshire Council (buckinghamshire.gov.uk)

Central Aid Society (central-aid.org.uk)

Wycombe Homeless Connection (www.wyhoc.org.uk)

Connection Support (connectionsupport.org.uk)

Vicars Relief Fund - St Martin-in-the-Fields

Supporting people away from homelessness (smitfc.org)

One Recovery Bucks (onerecoverybucks.org)

One YMCA High Wycombe Hostel (oneymca.org.uk)

Old Tea Warehouse (riverside.org.uk)

Wycombe Women's Aid

Youth Enquiry Service

6 Financial Review

In the 2024-25 financial year the total value of new guarantees written by the scheme was £7,360.00. By the end of 2024-25 the total value of Guarantees written by the Scheme since its inception was £447,954.48 with a total claim pay out of £4,863.26.

This makes the Scheme's average claim rate 1.09%

Many thanks to our Grant providers and donors in 2024-25:

Buckinghamshire Council

Rothschild Foundation

St Augustine's Church, R. Balacanta, E. Ball, J. Briggs, C. and W. Bunting, S. Connolly, G & H Dodgson, N. Hanbury, P. Hogwood, St John Henry Newman Parish, St Peters Church Loudwater, Deacon P. Priestley, W.& C. Plummer, K. Russell, P. Webb.

West Wycombe Chamber Choir (many thanks for putting on a concert in aid of WRDGS and for their generous donation and continued support).

Thanks also to all who provided tombola prizes for our stand at the Hazlemere Fete and to those who helped us on the stall.

Apart from the contribution towards our running costs, Buckinghamshire Council passed on to us money from a restricted grant which they had received from the Government to help to house those who are particularly difficult to house (the Move on Prevention Fund). We already received a restricted fund in 22-23 from the Council from the Rough Sleepers' Initiative fund. Amongst other things, this has enabled us to pay off people's rent arrears, give them money for their first month's rent in advance, pay cash deposits if required and to buy essential furniture (eg. beds).

Policy for holding reserves and amounts at end of 2024-25

As we ended 23-24 with £42,000 undesignated reserves, we were able to set aside a reserve of 3 months' salaries and oncosts for 24-25. This has put our finances in a much healthier position.

WRDGS had the following funds ear-marked for specific uses in 24-25. These are documented on the Balance Sheet of the annual accounts.

- a) Restricted fund from the Deposit Protection Service (DPS) for arrears payments and other expenses needed to help people into housing.
- b) Restricted fund from the Move on Prevention Scheme to be used to house those who are particularly difficult to house.
- c) Restricted fund from the Rough Sleepers Initiative to be used to house people who have been sleeping rough.
- d) Fund to cover our statutory redundancy liabilities if our staff had to be made redundant.
- e) Fund to cover 26 weeks statutory sick pay.
- f) Fund to cover 3 months' salaries and oncosts.
- g) £2,000 given to the Scheme by Guinness Partnership Ltd in the early days to alleviate cash flow problems. It is kept aside to enable a quick payout of a claim on a deposit guarantee while the Scheme waits for Guinness to pay the claim. It is not restricted.

Funding for the Future

It is estimated that WRDGS will need £85,700 to run during the year 2025-26 (including money required to top-up its statutory liabilities for possible redundancy and sick pay).

Before the end of 2024-25, WRDGS had secured promises of several grants for 2025-26 as well as expecting £1,100 from our regular donors. The expected grants were as follows:

- £65,000 from Buckinghamshire Council,
- £40,000 from the People's Postcode Lottery as a local person won the lottery,
- £10,000 third instalment from Rothschild Foundation.

WRDGS was noted as a key partner in Wycombe District Council's Homelessness Strategy and has continued to collaborate with Buckinghamshire Council as it did with Wycombe District Council.

7 Structure, Governance and Management

WRDGS is a Charitable Incorporated Organisation (CIO) whose governing document is a constitution. As well as individual people applying to be trustees, the following organisations can nominate trustees for the charity:

- Buckinghamshire Council,
- Guinness Partnership Ltd.,
- Churches Together High Wycombe,
- The Youth Enquiry Service,
- The Citizen's Advice Bureau.

The Scheme is managed by a steering committee comprising the trustees and its two members of staff.

The Scheme's Steering Committee during 2024- 25

Catriona Plummer	Trustee nominated by Churches Together High Wycombe (Chair of trustees)
Cllr. Paul Turner	Trustee nominated by Buckinghamshire Council
Nancy Bradshaw	Trustee (Fundraising)
Clive Bradshaw	Trustee (Secretary)
Eddie Maguire	Trustee (Treasurer)
Phil Thomas	Operations Manager (paid member of staff)
Tracey Thomas	Client Servicing Officer (paid member of staff).

The trustees would like to thank the following people who donated their services free of charge:

Anthony Pearmain – Web site design and IT Consultant @ StratMetrix

Sharon Marshall - Keeping Books 4 U (Payroll)

Steven Potts – Independent Examiner of End of Year Accounts

We are very grateful to our many donors during 2024-25 who continued to support us in spite of cost-of-living increases.

9 Future Aims of the Scheme

- To recruit more accommodation providers.
- To secure permanent long-term funding to ensure a more secure financial position; to increase our general unrestricted reserves.
- To improve the conditions in private rented accommodation, especially Houses of Multiple Occupation, by ensuring that reasonable standards are met.
- To recognise that, when seeking accommodation, certain groups and individuals are discriminated against and to oppose such discrimination.
- Through good management to maintain our low claim rate.
- To strive to improve our service

Declarations

The trustees declare that they have approved the Trustees' Report above.

Signed on behalf of the Charity's trustees:

Signatures	C. A. Plummer	
Full Name	Catriona Plummer	Eddie Maguire
Position	Chair of Trustees	Treasurer

Date	27th Nov 2025
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CHARITY COMMISSION
FOR ENGLAND AND WALES

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

1171222

Receipts and payments accounts

CC16a

For the period
from

01-Apr-24

To

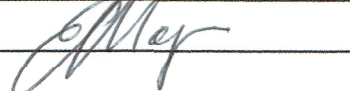
31-Mar-25

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Buckinghamshire Council Grant	62,500	-	-	62,500	62,500
Donations (from the Public)	5,229	-	-	5,229	9,321
Other Grants, non-restricted	10,000	-	-	10,000	42,000
Other Grants - Restricted	-	76,341	-	76,341	31,623
Interest	1,154	119	-	1,273	1,009
Lotto	72	-	-	72	-
Giftaid Tax Refund	43	-	-	43	80
	-	-	-	-	-
Sub total (Gross income for AR)	78,998	76,460	-	155,458	146,533
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	78,998	76,460	-	155,458	146,533
A3 Payments					
Salaries, oncosts, pension	79,059	-	-	79,059	75,683
Print, Post, Stationery	130	-	-	130	96
Phone/IT	506	-	-	506	1,057
Mileage, parking, trav	189	-	-	189	129
Subscriptions	295	-	-	295	295
Insurance	713	-	-	713	120
Rent	3,995	-	-	3,995	3,960
Bank Charges	120	-	-	120	684
Sundry-Data protection	-	-	-	-	-
Miscellaneous	26	-	-	26	46
DBS/CRB Update	26	-	-	26	-
	-	-	-	-	-
Move On / Prevention	-	37,404	-	37,404	-
Rough Sleepers Initiative	-	4,152	-	4,152	19,316
	-	-	-	-	-
Sub total	85,059	41,556	-	126,615	101,385
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	85,059	41,556	-	126,615	101,385
Net of receipts/(payments)	- 6,061	34,904	-	28,843	45,148
A5 Transfers between funds					
A6 Cash funds last year end	82,629	46,876	-	129,505	
Cash funds this year end	76,568	81,780	-	158,348	

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Nat West Current Account	41,238	-	-
	CAF Bank Current Account	25,330	91	
	CAF Bank Current Account (RIA)		81,689	
	COIF	10,000		
				-
				-
	Total cash funds	76,568	81,780	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use		Fund to which asset belongs	Cost (optional)	Current value (optional)
	Office Furniture	Unrestricted	-	-
	2 staff laptops	Unrestricted	-	-
			-	-
			-	-
			-	-
B5 Liabilities		Fund to which liability relates	Amount due (optional)	When due (optional)
	Potential liability for Statutory Redundancy	Unrestricted	38,480	
	Potential liability for Statutory Sick Pay	Unrestricted	3,035	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		CATRIONA PLUMMER	2-11-2025
		EDWARD MAGUIRE	2-11-2025

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31/03/2025

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31/03/2025

1) **ACCOUNTING POLICIES**

The financial statements have been prepared on a cash basis in accordance with the Charities SORP (FRS 102) as applicable to charities preparing their accounts on a receipts and payments basis. Under this method, income is recognised when received and expenditure is recognised when paid. This approach is permitted for charities with gross annual income under £250,000 and provides a straightforward reflection of the charity's financial activity during the year

2) **RECEIPTS**

Other Grants - not restricted

Rothschild Foundation	£10,000
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Other Grants - Restricted

Bucks Council from Move on Prevention (MOP) fund	£31,547
Bucks Council from Rough Sleepers' Initiative (RSI) fund	£44,794

3) **FUNDS**

	31 March 2025	31 March 2024
Guinness Fund	£2,000	£2,000
Statutory Redundancy Reserve	£38,480	£35,728
Statutory Sick Pay Reserve	£3,035	£2,844
3 month Salary / Oncosts buffer reserve	£20,500	£0
Restricted Fund (Move on Prevention)	£25,690	£31,547
Restricted Fund (Rough Sleepers Initiative)	£55,112	£14,351
Restricted Fund from Deposit Protection Scheme (DPS)	£978	£978
Undesignated Reserves	£12,553	£42,057
	£158,348	£129,505

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31/03/2025

4) MOVEMENTS IN FUNDS AND RESERVES

4a	Designated Reserves	SSP	Redundancy	Guinness	3m oncosts	Total
	O/Bal 1 April 2024	2,844	35,728	2,000	0	40,572
	Movement in reserves / designated funds in the year	191	2,752	0	20,500	23,443
	C/Bal 31 Mar 25	3,035	38,480	2,000	20,500	64,015

4b Restricted Funds

	DPS	MOP	RSI	Total
O/Bal 1 April 2024	978.14	31,547.00	14,350.62	46,876
Receipts 24/25		31,547	44,913	76,460
Payments 24/25		(37,404)	(4,152)	(41,556)
C/Bal 31 Mar 25	978	25,690	55,111.97	81,780

4c Undesignated Funds

O/Bal 1 April 2024	42,057
Net surplus for year	(6,061)
Movement to Statutory Redundancy and SSP reserves	(2,943)
3 months Salary / oncosts to Designated Reserves	(20,500)
C/Bal 31 Mar 25	12,553

5) RESTRICTED FUNDS - GRANTS, PURPOSES & HISTORY

Grants to relieve homelessness, for specific actions or with specific constraints (i.e. not for running the charity)

- 5a DPS - Restricted fund donated by the Deposit Protection Service to assist with housing homeless people.
- 5b BC MOP - Move on Prevention fund with restrictions defined by the Government and has to be used to house people who are particularly difficult to house.
- 5c RSI - Rough Sleepers Initiatives funding allocated to WRDGS by Buckinghamshire Council from a restricted grant which they received from the Government to be used to house people who are homeless (incl bank interest)

Years					
2018-22/23		2023/24		2024/25	
Receipts	Spend	Receipts	Spend	Receipts	Remaining
10,000	(9,022)				978
		31,547	(37,404)	31,547	25690
33,590		76	(19,315)	44,913	55112
128 Payments		42 Payments		67 Payments	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Wycombe Rent Deposit Guarantee Scheme

On accounts for the year
ended

31 March 2025

Charity no
(if any)

1171222

Set out on pages

1 - 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2025**.

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 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:

Date:

02/11/2025

Name:

Steven Robert Potts

Relevant professional
qualification(s) or body
(if any):

FCCA

Address:

15 Hylton Road

High Wycombe

HP12 4BZ

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

England & Wales - Charity number 1171222

Accounts



TRUSTEES' ANNUAL REPORT

1st April 2023 – 31st March 2024

*Celebrating 28 Years of
Helping to prevent homelessness*

The Office
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Registered Charitable Incorporated Organisation - No. 1171222

1 Objectives and Activities

The Wycombe Rent Deposit Guarantee Scheme (WRDGS) is a charity set up for the relief of poverty amongst people who are homeless or inadequately housed in the Wycombe area. The Scheme provides guarantees for rent deposits, and other assistance on behalf of said persons who are in need of accommodation and who would otherwise be unable to secure accommodation in the Wycombe area.

The actions taken by the Scheme to meet its objectives include:

1. Providing a guarantee as an alternative to the cash deposit normally required by a landlord to secure a tenancy. The landlords can claim against the guarantee if they would be entitled to make deductions from a pre-paid deposit. This can help those who are able to pay rent, for example if they qualify for Universal Credit Housing Costs, but who cannot afford a deposit.
2. Maintaining and sustaining existing tenancies by liaising with tenants, landlords, benefits agencies and other support bodies to pre-empt and address issues threatening a tenancy.
3. Giving free, confidential advice on housing-related matters.

2 Background

The early planning stages of the Scheme were started in 1995 by a partnership between the members of The Wycombe District Council Housing Forum and The Source Group - a lay ecumenical Christian covenant community based in High Wycombe.

The Charity was registered in 1996 as a charitable trust but converted to being a Charitable Incorporated Organisation (CIO) for the year 2017-18. The charitable objects, staff and trustees remained the same, but a CIO is the recommended legal structure for a small charity like WRDGS.

At WRDGS' inception it was agreed that Wycombe District Council (WDC) would provide an annual grant to pay for on-costs (the costs of employing staff), the churches of High Wycombe would contribute towards running costs and The Guinness Partnership Limited would set aside £30,000 to cover the guarantees.

WRDGS applies for an annual grant from the Council (which is now Buckinghamshire Council (BC)). The Council grant no longer fully covers on-costs, so the Scheme has to raise money from other grants, donations and fund-raising activities.

3 Achievements and Performance in 2023-24

In our area, the last 3 years have seen a rise in private rental prices of 31%. As Local Housing Allowance (LHA) rates have been frozen for 3 years, the gap between LHA rates and private sector market rents has grown even wider.

This, together with the rise in the cost of living, has meant that our clients have really struggled to source affordable accommodation. Although we still managed to house 52 households, we have seen a large increase in our tenancy sustainment and rescue work.

We are helping Buckinghamshire Council implement their Homelessness & Rough Sleeping Strategy. Our Operations' Manager is Chair of the Rough Sleepers Core Group, which is a multi-agency group that meets fortnightly and assists rough sleepers to access suitable and

appropriate housing. Using funds from the Rough Sleepers Initiative (a grant provided to BC by the Government), we assisted rough sleepers on their homelessness journey by either paying a month's rent in advance or repaying previous arrears so they can access our local hostels. After a period of stability, we can then help them to find an affordable property in the private sector and can pay their first month's rent and deposit. We also offer ongoing support to help them maintain their tenancy.

We also continued to provide specialist advice at Wycombe Homeless Connection's weekly Legal Housing Clinic.

4 People helped by the Scheme in 2023-24

By the end of 2023-2024, the Scheme had HOUSED 1792 households, a total of 1965 adults and 759 children housed. Of these, 38 households (38 Adults and 2 children) were new to the Scheme and 12 households (12 Adults and 0 children) renewed their tenancies with the help of the Scheme.

By the end 2023-2024, the Scheme had RESCUED 706 clients' tenancies. Of these 23 were new in 2023-2024. We have also helped to SUSTAIN 62 tenancies in order to keep clients in their accommodation who would have been at risk of becoming homeless.

The following case studies are based on real people, although names and details have been changed to preserve anonymity. Much of the work that we do is more complicated than simply housing someone:

Housed

A client was verified as sleeping rough due to a relationship breakdown. He was placed in emergency accommodation where he managed his tenancy really well. He was referred to us as he had a bad credit rating and was in receipt of benefits. He had proved that he was ready to live independently but kept failing referencing checks. We persuaded a landlord to give him a chance and, using funds from the Rough Sleepers Initiative, paid his first month's rent in advance, covered his deposit and bought him some furniture. The landlord is very pleased with him and has just renewed his tenancy.

Housed Twice

We housed a client from a local hostel into a studio flat. Unfortunately, her Universal Credit claim was unfairly restricted which led to substantial rent arrears. We reassured her landlord that we would resolve the situation, so he postponed her eviction. After 9 months of negotiations, the DWP finally reassessed her claim and backdated her housing costs, which cleared her arrears. She then had a child and as the studio was now unsuitable, we helped her successfully apply for social housing. The landlord then re-let the property to another of our homeless clients.

Rescued Housed and Employed

A recently unemployed client was referred to us from the local Job Club as it appeared that her landlord was trying to illegally evict her. We supported her to claim Universal Credit and negotiated with her landlord to stop the illegal eviction. This gave us time to help her find a new property. We also heard of a local job vacancy that may suit her. She successfully applied for the job and is now no longer claiming benefits.

5 Organisations who referred Clients to WRDGS during 2023-24

Buckinghamshire Council Housing Options Team
 Buckinghamshire Council Customer Services Centre
 Buckinghamshire Social Care
 Citizens Advice Bureau
 Connection Floating Support and RESET Services
 Chiltern Adult Mental Health Team GP Surgeries - Social Prescribers
 H.M. Prison
 Job Centre Plus
 Oasis Partnership
 Old Tea Warehouse
 One YMCA
 Padstones Probation
 Private Sector Landlords
 P3 Housing Support Service
 Saunderton Lodge Hostel
 Thames Valley Police
 Wycombe Homeless Connection
 Wycombe Women's Aid
 Youth Enquiry Service

6 Organisations to whom WRDGS referred clients to during 2023-24

Buckinghamshire Council (buckinghamshire.gov.uk)
 Central Aid Society (central-aid.org.uk)
 Wycombe Homeless Connection (www.wyhoc.org.uk)
 P3 - Changing lives every day (p3charity.org) Connection Support
 (connectionsupport.org.uk)
 Vicars Relief Fund - St Martin-in-the-Fields | Supporting people away from
 homelessness (smitfc.org)
 One YMCA High Wycombe Hostel (oneymca.org.uk)
 Old Tea Warehouse (riverside.org.uk)

7 Financial Review

In the 2023-24 financial year the total value of new guarantees written by the scheme was £8,333.44. By the end of 2023-24 the total value of Guarantees written by the Scheme since its inception was £ 440,594.48 with a total claim pay out of £4,863.26. This makes the Scheme's average claim rate 1.10%

Review of the Charity's Financial Position at the end of the Period

During 2023-24 the Scheme's operation was financed by grants from:

- Buckinghamshire Council
- National Lottery Community Fund
- Albert Hunt Trust
- Rothschild Foundation (£10,000 per year for 3 years)
- Leathersellers Foundation
- Squared Up – matched funding
- Downley Parish Council
- local churches
- private donors
- fund-raising events.

We are very grateful to all of our donors and the effort people put in to raising funds for us. One lady made glass angels and sold them at craft fayres, others helped with our Tombola at a local fair (Downley Day) and many people kindly gave us extra donations around Christmas.

Apart from the funding which we needed in order to keep running, Buckinghamshire Council passed on to us money from a restricted grant which they had received from the Government to help to house those who are particularly difficult to house (the Move on Prevention Fund). We already received a restricted fund in 22-23 from the Council from the Rough Sleepers' Initiative fund and we spent £19,315 of this during the year. Amongst other things, this has enabled us to pay off people's rent arrears, give them money for their first month's rent in advance, pay cash deposits if required and to buy essential furniture (eg. beds).

WRDGS has the following funds ear-marked for specific uses. These are documented on the Balance Sheet of the annual accounts.

- a) Restricted fund from the Deposit Protection Service for rent in advance payments and other expenses needed to help people into housing.
- b) Restricted fund from the Move on Prevention Scheme to be used to house those who are particularly difficult to house.
- c) Restricted fund from the Rough Sleepers Initiative to be used to house people.
- d) Fund to cover our statutory redundancy liabilities if our staff had to be made redundant.
- e) Fund to cover 26 weeks statutory sick pay.
- f) £2,000 given to the Scheme by Guinness Partnership Ltd in the early days to alleviate cash flow problems. It is kept aside to enable a quick payout of a claim on a deposit guarantee while the Scheme waits for Guinness to pay the claim. It is not restricted.

Funding for the Future

It is estimated that WRDGS will need £88,500 to run during the year 2024-25 (including money required to top-up its statutory liabilities for possible redundancy and sick pay).

Before the end of 2023-24, WRDGS had secured a grant from Buckinghamshire Council of £62,500 for 2024–25. This grant has remained the same since 2014 so a request for an increase will again be made during the next financial year.

Our fundraising was very successful towards the end of 23-24 and we secured some large grants as well as receiving much support from our local community which was very heartening. This means that we had £41,932 undesignated reserves at the end of 23-24 which meant that we could start 2024 in a more comfortable position than we started 2023.

WRDGS was noted as a key partner in Wycombe District Council's Homelessness Strategy and has continued to collaborate with Buckinghamshire Council as it did with Wycombe District Council.

Policy for holding reserves and amounts at end of 2023–24

WRDGS has the following reserves:

- Liability for Statutory Redundancy Pay if staff had to be made redundant: £35,728
- Liability for 26 weeks' Statutory Sick Pay for one member of staff: £2,844
- Money from Guinness Partnership - reserved for guarantees: £2,000. (Guinness Partnership Ltd holds a further £28,000 for guarantees in its bank account)

8 Structure, Governance and Management

WRDGS is a Charitable Incorporated Organisation (CIO) whose governing document is a constitution. As well as individual people applying to be trustees, the following organisations can nominate trustees for the charity:

- Buckinghamshire Council,
- Guinness Partnership Ltd.,
- Churches Together High Wycombe,
- The Youth Enquiry Service,
- The Citizen's Advice Bureau.

The Scheme is managed by a steering committee comprising the trustees and its two members of staff.

The Scheme's Steering Committee during 2023-24

Catriona Plummer	Trustee nominated by Churches Together High Wycombe (Chair of trustees)
Cllr. Paul Turner	Trustee nominated by Buckinghamshire Council
Nancy Bradshaw	Trustee (Fundraising)
Clive Bradshaw	Trustee (Secretary)
Eddie Maguire	Trustee (Treasurer)
Phil Thomas	Operations Manager (paid member of staff)
Tracey Thomas	Client Servicing Officer (paid member of staff).

The trustees would like to thank the following people who donated their services free of charge:

Anthony Pearmain – Web site design and IT Consultant @ StratMetrix

Sharon Marshall - Keeping Books 4 U (Payroll)

Steven Potts – Independent Examiner of End of Year Accounts

We are very grateful to our many donors during 2023-24 who continued to support us in spite of the cost-of-living crisis.

9 Future Aims of the Scheme

- To recruit more accommodation providers.
- To secure permanent long-term funding to ensure a more secure financial position; to increase our general unrestricted reserves.
- To improve the conditions in private rented accommodation, especially Houses of Multiple Occupation, by ensuring that reasonable standards are met.
- To recognise that, when seeking accommodation, certain groups and individuals are discriminated against and to oppose such discrimination.
- Through good management to maintain our low claim rate.
- To strive to improve our service.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Catriona Plummer	Eddie Maguire
Position	Chair	Treasurer

Date 27 Jan 2025

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31st MARCH 2024

		Total 31-Mar-24	Total 31-Mar-23
<u>INCOME AND EXPENDITURE</u>			
	Note		
<u>INCOME</u>			
Donations inc Lotto	2	9,321	2,380
Gift Aid Tax Refund		80	782
BC Grant	3	62,500	62,500
Other Income & Grants	4	42,000	0
COIF Deposit Interest		476	176
Bank Interest		533	135
TOTAL INCOME (To Run The Organisation)		114,910	65,973
Restricted Funds for Housing People	7	31623	53590
TOTAL OVERALL INCOME		146,533	119,564
<u>EXPENDITURE</u>			
Salaries & On-costs		75,683	71,563
Printing, Postage & Stationery		96	87
Telephone / IT		1,057	884
Travel & Parking		129	127
Subscriptions		295	295
Bank Charges		120	121
Rent		3,960	3,810
Insurance		684	860
PPE Equipment		0	0
Other		46	66
TOTAL EXPENDITURE (RUNNING COSTS)		82,070	77,813
Payments from Restricted Funds for Housing People		19,315	16,359
TOTAL OVERALL EXPENDITURE		101,385	94,172
NET SURPLUS (DEFICIT) FOR THE YEAR (RUNNING COSTS)		32,840	(11,840)
OVERALL NET SURPLUS (DEFICIT) FOR THE YEAR		45,148	25,392

Approved by the Board of Trustees on 30.11.2024

and signed on its behalf by C.A.Plummer - Chairman

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31st MARCH 2024

BALANCE SHEET		Note	31-Mar-24		31-Mar-23	
			£	£	£	£
CURRENT ASSETS						
Current Account			73,388		30,019	
COIF Deposit			10,000		10,000	
RIA Account			46,116		45,803	
Debtors & Prepayments	5		0		280	
			<u>129,504</u>		<u>86,102</u>	
CURRENT LIABILITIES						
Creditors & Accruals	6		124		1,869	
			<u>124</u>		<u>1,869</u>	
NET CURRENT ASSETS				129,380	84,233	
NET ASSETS				<u>129,380</u>	<u>84,233</u>	
FUNDS						
Guinness Fund				2,000	2,000	
Redundancy Reserve	7(a)			35,728	31,700	
SSP Reserve				2,844	2,583	
Other restricted funds (Move on Prevention)	7(b) & 8			31,547		
(Rough Sleepers Initiative)	7(b) & 8			14,351	33,591	
(BGS)	7(b) & 8			0	11,235	
DPS fund	7(b) & 8			978	978	
Undesignated Reserves				41,932	2,146	
				<u>129,380</u>	<u>84,233</u>	

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31/03/2024

1) ACCOUNTING POLICIES

General

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and Statement of Recommended Practice on Accounting by Charities

2) DONATIONS (Incl Lotto)

	£
Total Donations	9277
Lotto	44
	<u>9321</u>
Donors	
S.Connolly	150
Anon	100
N Hanbury	120
St Peter's Church Loudwater	450
W&C Plummer	1490
Anon	20
M Sylvester	20
P Neale	100
K Russell	10
Union Baptist Church	1000
St Augustine's Church	556
St Anne's Church	500
Downley Day	385
St Wulstan	236
Our Lady of Grace	203
C&W Bunting	240
P.Hogwood	240
J.Briggs	180
M.Bull	100
Downley Parish	100
Anon	100
P.Priestley	120
Collection at Wycombe Swan Theatre	75
Anon	50
V.Brewster	50
Anon	50
E.Ball	70
G&H Dodgson	60
EASY FUNDRAISING	84
Amazon	28
Gallagher	700
P.Crotty	20
Giveasyoulive	17
Online Giving (Kanadoo & Goodhub)	1653 *
TOTAL	9277

* Breakdown of online giving

Squared Up match funding	1350
E. Maguire	100
V. Barkaway	90
Anon	50
Anon	60
P. Priestley	30
B. Daly	20
D. Harvey	15
M. Patterson	12
J.Moore	10
Platform charges	-84

Actual Received 1653

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31/03/2024

3)	BC GRANT	
	Used towards staff salaries and on costs.	<u><u>62500</u></u>
4)	OTHER INCOME & GRANTS	£
	The Albert Hunt Trust	7000
	Rothschild Foundation	10000
	The National Lottery Community Fund	20000
	The Leathersellers Foundation	5000
	Total	<u><u>42000</u></u>
5)	DEBTORS	£
		0
		<u><u>0</u></u>
6)	CREDITORS	£
	P Thomas Expenses	124
		<u><u>124</u></u>

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31st MARCH 2024
Notes

7) MOVEMENTS IN FUNDS AND RESERVES

7(a) Designated Reserves	SSP	Redundancy	Guinness	Total
O/Bal 1 April 2023	2,583	31,700	2,000	36,283
Movement in reserves / designated funds in the year	261	4,028	0	4,289
C/Bal 31 Mar 24	2,844	35,728	2,000	40,572

7(b) Restricted Funds	BGS	DPS	MOP	RSI	Total
Presented combined in 22/23 accountsO/Bal 1 April 2023	11,235	978		33,590	45,804
Receipts 23/24			31,547	76	31,623
Payments 23/24				(19,315)	(19,315)
Movement in reserves / designated funds in the year Note 8(a)	(11,235)				(11,235)
C/Bal 31 Mar 24	0	978	31,547	14,351	46,876

7(c) Undesignated Funds	O/Bal 1 April 2023	2,146
Net surplus for year	32,840	
Movement to Statutory Redundancy and SSP reserves	(4,289)	
Movement to undesignated reserve from BC Grant Scheme	11,235	
	41,932	

8) RESTRICTED FUNDS - GRANTS, PURPOSES & HISTORY

Grants to relieve homelessness, for specific actions or with specific constraints (i.e. not for running the charity)

		Years					
		2018-21/22		2022/23		2023/24	
		Receipts	Spend	Receipts	Spend	Receipts	Spend
							Remaining
8(a)	BC Grant Scheme: restricted fund received from Buckinghamshire Council, primarily to pay rent in advance. Restrictions removed by the Council in 23-24 and fund transferred to undesignated reserves.	50,000	(45,551)	23,147	(16,360)		11,235
8(b)	DPS - Restricted fund donated by the Deposit Protection Service to assist with housing homeless people.	10,000	(9,022)				978
8(c)	BC MOP - Move on Prevention fund with restrictions defined by the Government and has to be used to house people who are particularly difficult to house.					31,547	31,547
8(d)	RSI – Rough Sleepers Initiative funding allocated to WRDGS by Buckinghamshire Council from a restricted grant which they received from the Government to be used to house people who are homeless.			33,590		76	(19,315)
		81 Payments		47 Payments		42 Payments	



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Wycombe Rent Deposit Guarantee Scheme

On accounts for the year
ended

31 March 2024

Charity no
(if any)

1171222

Set out on pages

1 - 5

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2024.

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

SR Potts

Date:

30/11/2024

Name:

Steven Robert Potts

Relevant professional
qualification(s) or body
(if any):

FCCA

Address:

15 Hylton Road, High Wycombe, Bucks HP12 4BZ

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

England & Wales - Charity number 1171222

Accounts



TRUSTEES' ANNUAL REPORT

1st April 2022 – 31st March 2023

*Celebrating 27 Years of
Helping to prevent homelessness*

The Office
2nd Floor,
The Hub,
Easton Street,
High Wycombe,
Bucks, HP11 1NJ

EMAIL: info@wycrent.org.uk
TELEPHONE: 01494 528557
www.wrdgs.org.uk

Registered Charitable Incorporated Organisation - No. 1171222

1 Objectives and Activities

The Wycombe Rent Deposit Guarantee Scheme (WRDGS) is a charity set up for the relief of poverty amongst people who are homeless or inadequately housed in the Wycombe District area. The Scheme provides guarantees for rent deposits, and other assistance on behalf of said persons who are in need of accommodation and who would otherwise be unable to secure accommodation in the Wycombe District.

The Scheme meets its objectives by:

1. Providing a Guarantee as an alternative to the cash deposit normally required by a landlord to secure a tenancy. The landlord can claim against the guarantee if he would be entitled to make deductions from a pre-paid deposit. This can help those who are able to pay rent, for example if they qualify for Universal Credit Housing Costs, but who cannot afford a deposit.
2. Maintaining and sustaining existing tenancies by liaising with tenants, landlords, benefits agencies and other support bodies to pre-empt and address issues threatening a tenancy.
3. Giving free, confidential advice on housing-related matters.

2 Background

The early planning stages of the Scheme were started in 1995 by a partnership between the members of The Wycombe District Council Housing Forum and The Source Group - a lay ecumenical Christian covenant community based in High Wycombe.

The Charity was registered in 1996 as a charitable trust but converted to being a Charitable Incorporated Organisation (CIO) for the year 2017-18. The charitable objects, staff and trustees remained the same but a CIO is the recommended legal structure for a small charity like WRDGS.

At WRDGS' inception it was agreed that Wycombe District Council (WDC) would provide an annual grant to pay for on-costs (the costs of employing staff), the churches of High Wycombe would contribute towards running costs and The Guinness Partnership Limited would set aside £30,000 to cover the guarantees.

WRDGS applies for an annual grant from the Council (which is now Buckinghamshire Council). The Council grant no longer fully covers on-costs so the Scheme has to raise money from other grants, donations and fund-raising activities.

3 Achievements and Performance

In 2022 - 23 we celebrated **27** years of helping to prevent homelessness in the Wycombe area. Our 2 members of staff provided highly specialised advice via 520 calls or meetings with **303** individual people. Some of these clients only contacted the Scheme once, whilst others are contacted on a weekly basis. We housed **52** households with **9** different landlords. Using our tenancy support service, most of our clients have renewed their tenancies without a guarantee being required, indicating that our landlords consider them to be reliable tenants.

Our Operations Manager also assisted at a local legal drop-in which the general public can attend for free housing-related advice. Different experts helped including a solicitor and our Ops Manager attended as a Benefits advisor. In 22-23 he had 68 interactions with people in this capacity.

We helped **20** households rescue their tenancies and **58** households to sustain their tenancies, thus preventing them from becoming homeless. Thanks must go to Bucks Council's Housing Benefit Department for providing advice and Discretionary Housing Payments, and also to the Wycombe Homeless Connection Housing Legal Clinic.

This year has been our busiest for some time, with demand returning to pre-pandemic levels. We have worked closely with Buckinghamshire Council, Connection Support and Wycombe Homeless Connection, to help clients access local hostels and then move on to private sector accommodation. For example, One YMCA refers clients to us who are considered ready and able to sustain a tenancy. In 22-23 moved 11 of their residents into self-contained studio flats.

We have had no claims against our guarantees this year proving that, with our help, our tenants are reliable and manage their finances well.

As we offer local landlords a free professional service (the Operations Manager is a Fellow of The National Association of Estate Agents) they continue to house our homeless clients.

People Helped by the Scheme since inception as at 2022/2023

By the end of 2022/2023, the Scheme had HOUSED 1754 households, a total of 1927 adults and 757 children housed. Of these, 52 households (53 Adults and 1 child) were new to the Scheme and 12 households (12 Adults and 0 children) renewed their tenancies with the help of the Scheme. By the end 2022/23, the Scheme had RESCUED 683 clients' tenancies. Of these 20 were new in 2022/23. We also helped to SUSTAIN 58 tenancies during 22/23 in order to keep clients in their accommodation who would have been at risk of becoming homeless.

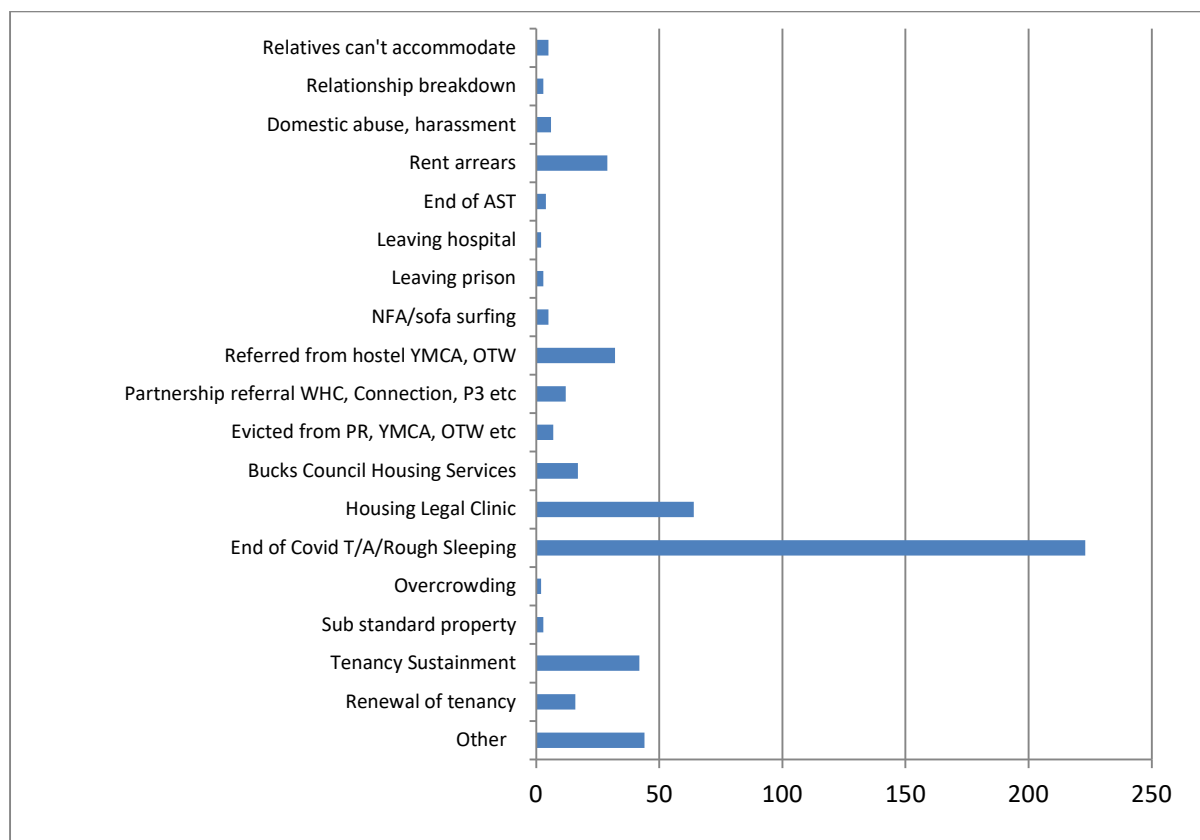
4 People helped by the Scheme in 2022-23

The figures below show breakdowns by household type and ethnic origin of people housed and advised by the Scheme this year.

HOUSED HOUSEHOLD BREAKDOWN	
Couples	01
Families	00
Single Females	09
Single Males	41
Single-Parent Families	01

Ethnic Breakdown of Clients Advised		
White	British	152
	European	04
	Irish	03
	Any other Background	20
Black	British	04
	European	00
	Caribbean	07
	African	12
	Any other Black Background	00
Asian	British	02
	Indian	00
	Pakistani	00
	Bangladeshi	01
	Chinese	00
	Any other Asian Background	00
Mixed	White and Black British	01
	White and Black European	00
	White and Black Caribbean	00
	White and Black African	02
	White and Asian	00
	Any Other Mixed Background	00
Other Ethnic Groups		00
Other	Not known/Prefer not to say	312

2022-23 SCHEME APPLICANTS – REASON FOR HOMELESSNESS



The following case studies are based on real people, although names and details have been changed to preserve anonymity. Much of the work that we do is more complicated than simply housing someone...

Isabelle approached us as she remembered that, many years ago, we had helped her father resolve some benefit issues that had put his tenancy at risk. She had lived with him in this house virtually all her life. Sadly, her father had died and consequently her social landlord wished to regain possession of their property. The house was too big and unaffordable for her, but she needed some time to look at her future housing options as she had to give up work due to ill health. We helped her claim Universal Credit and other benefits, which enabled her to pay the rent. We also negotiated with her landlord who agreed to transfer her to an affordable 1-bedroom property as soon as one is available.

Bill was sleeping in his car when he contacted us. Due to previous addiction issues, his relationship had failed, he lost his job and was homeless. He had been sober for a year and was looking for work, but having no address was hindering his job search. We found him an affordable room and, within 2 months, he had found employment and no longer needed assistance to pay his rent.

Jimmy had become homeless due to a family bereavement and this has led to a mental health crisis. He was referred to us by his GP's social prescriber. We sourced an affordable flat for him, paid his first month's rent in advance, covered his deposit and provided him with furniture. His mental health has improved immeasurably and as part of his recovery, he is now volunteering for a local charity.

5 Organisations who referred Clients to WRDGS during 2022-23

Buckinghamshire Council Housing Options Team	Thames Valley Police
Buckinghamshire Council Customer Service Centre	Chiltern Adult Mental Health Team
Buckinghamshire Social Care	Old Tea Warehouse
Connection Floating Support – Bucks	Padstones
Connection Reset – Bucks Thrive Homes	Private Sector Landlords
Citizens Advice Bureau	P3 Housing Support Service
H.M. Prison & Probation Service	Saunderton Lodge
GP Surgeries –Social Prescribers	Wycombe Women’s Aid
Job Centre Plus	Wycombe Homeless Connection
Oasis Partnership	Youth Enquiry Service
	YMC

6 Organisations who WRDGS referred clients to during 2022-23

Central Aid www.central-aid.org.uk
 Wycombe Homeless Connection www.wyhoc.org.uk/
 P3 www.p3charity.org
 Connection Support www.connectionsupport.org.uk/buckinghamshire/
 St Martin in the Fields www.smitfc.org/
 YMCA High Wycombe Hostel <https://oneymca.org/>
 Old Tea Warehouse <https://www.riverside.org.uk/>

7 Financial Review

Guarantee Funds

In the 2022/23 financial year the total value of new guarantees written by the scheme was £12,023.09.

By the end of 2022/23 the total value of Guarantees written by the Scheme since its inception was

£432,261.02 with a total claim pay out of £4,863.26. This makes the Scheme’s average claim rate 1.13%

Review of the Charity’s Financial Position at the end of the Period

During 2022-23 the Scheme’s operation was financed by:

- a revenue grant from Buckinghamshire Council
- a grant received from the National Lottery Community Fund at the end of 2021-22
- St Peter’s Church Loudwater
- All Saints Parish Church High Wycombe

- St Francis of Assisi Church
- Private donors
- Buckinghamshire Council Lottery

WRDGS has the following funds ear-marked for specific uses. These are documented on the Balance Sheet of the annual accounts.

- a) Restricted fund holding grant from Deposit Protection Service for general rent in advance payments: £978 left at the end of the year.
- b) Restricted fund holding grant for Buckinghamshire Council Grant Scheme to assist people to move on from temporary and hostel accommodation (eg. money for deposits, rent in advance, arrears payments).

This fund was set up in 2018-19 as a result of receiving a grant of £20,000 from Wycombe District Council for this purpose. It has been topped up several times since then. In 2022-23 a further £20,000 was received from Buckinghamshire Council funds and £33,590 was passed on from the Council from a grant received from Department for Levelling Up Housing and Communities (DLUHC).

In 22-23 the receipts to and payments from this fund were also shown on the Income and Expenditure page but a note was made that this fund cannot be used by WRDGS for its general running costs. With the income and Expenditure for this fund, the accounts show a surplus of £25,392 in the income for the year. Whereas, for operating there was actually a deficit of net receipts of (£11,840).

- c) Fund to cover our statutory redundancy liabilities if our staff had to be made redundant.
- d) Fund to cover 26 weeks statutory sick pay.
- e) £2,000 given to the Scheme by Guinness Partnership Ltd in the early days to alleviate cash flow problems. It is kept aside to enable a quick payout of a claim on a deposit guarantee while the Scheme waits for Guinness to pay the claim.

Funding for the Future

It is estimated that WRDGS will need £86,552 to run during the year 2023-24 (including money required to top-up its statutory liabilities for possible redundancy and sick pay).

Before the end of 2022-23, WRDGS had secured a grant from Buckinghamshire Council of £62,500 for 2023 – 24. This grant has remained the same since 2014 so a request for an increase will be made during the next financial year.

During 2022 – 23, fundraising proved to be difficult and this has resulted in our having just £2,146 of unrestricted, undesignated reserves to carry forward into 2023 - 24 at the end of the year.

Further funds will have to be raised from donations from local churches, private donors and grants.

WRDGS was noted as a key partner in Wycombe District Council's Homelessness Strategy and has collaborated with Buckinghamshire Council as it did with Wycombe District Council.

Policy for holding reserves and amounts at end of 2022 - 23

WRDGS has the following reserves:

- Liability for Statutory Redundancy Pay if staff had to be made redundant: £31,700
- Liability for 26 weeks' Statutory Sick Pay for one member of staff: £2,583
- Money from Guinness Partnership's reserve for guarantees: £2,000. (Guinness Partnership Ltd holds a further £30,000 for guarantees in its bank account)

8 Structure, Governance and Management

WRDGS is a Charitable Incorporated Organisation (CIO) whose governing document is a constitution. As well as individual people applying to be trustees, the following organisations can nominate trustees for the charity:

- Buckinghamshire Council,
- Guinness Partnership Ltd.,
- Churches Together High Wycombe,
- The Youth Enquiry Service,
- The Citizen's Advice Bureau.

The Scheme is managed by a steering committee comprising the trustees and its two members of staff.

The Scheme's Steering Committee during 2022 - 23

Catriona Plummer	Trustee nominated by Churches Together High Wycombe (Chair of trustees)
Cllr. Paul Turner	Trustee nominated by Buckinghamshire Council
Nancy Bradshaw	Trustee (Fundraising)
Clive Bradshaw	Trustee (Secretary)
Eddie Maguire	Trustee (Treasurer)
Phil Thomas	Operations Manager (paid member of staff)
Tracey Thomas	Client Servicing Officer (paid member of staff).

The trustees would like to thank the following people who donated their services free of charge:

Anthony Pearmain – Web site design and IT Consultant @ StratMetrix

Sharon Marshall - Keeping Books 4 U

Steven Potts – Independent Examiner of End of Year Accounts

We are very grateful to our many donors during 2022 - 23 who continued to support us in spite of the difficulties arising from the cost of living crisis.

9 Future Aims of the Scheme

- To recruit more accommodation providers.
- To secure permanent long-term funding to ensure a more secure financial position; to increase our general unrestricted reserves.
- To improve the conditions in private rented accommodation, especially Houses of Multiple Occupation, by ensuring that reasonable standards are met.
- To recognise that, when seeking accommodation, certain groups and individuals are discriminated against and to oppose such discrimination.
- Through good management to maintain our low claim rate.
- To strive to improve our service.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	C. A. Plummer	Clive Bradshaw
Full name(s)	CATRIONA PLUMMER	CLIVE BRADSHAW
Position (eg Secretary, Chair, etc)	CHAIR of Trustees	SECRETARY
Date	8th Jan 2024	

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31st March 2023

		Total 31-Mar-23	Total 31-Mar-22
<u>INCOME AND EXPENDITURE</u>			
	Note		
<u>INCOME</u>			
Donations	3	2,380	13,897
BC Grant	5	62,500	62,500
Other Income	4	0	0
COIF Deposit Interest		176	4
Bank Interest		135	2
Gift Aid Tax Refund	3	782	48
BC RIA Grant Top-Up	12	53,590	10,000
TOTAL INCOME		119,564	86,451
<u>EXPENDITURE</u>			
Salaries & On-costs		71,563	70,717
Printing, Postage & Stationery		87	27
Telephone / IT		884	1,020
Travel & Parking		127	252
Subscriptions		295	280
Bank Charges		121	192
Rent		3,810	3,600
Insurance		860	965
PPE Equipment		0	83
Miscellaneous		66	168
BC RIA Grant Spending	12	16,359	12,236
TOTAL EXPENDITURE		94,172	89,540
TOTAL NET SURPLUS (DEFICIT) FOR THE YEAR		25,392	(3,089)
NET SURPLUS (DEFICIT) FOR RUNNING COSTS FOR THE YEAR	14	(11,840)	(853)

The notes on page 3 and 4 form part of these accounts.

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

BALANCE SHEET AS AT 31st MARCH 2023

	Note	31-Mar-23		31-Mar-22	
		£	£	£	£
CURRENT ASSETS					
Cash at Bank		30,019		42,032	
COIF Deposit		10,000		10,000	
BOSH/DPS Account	10/11	45,803		5,550	
Debtors & Prepayments	8	280		0	
		<u>86,102</u>		<u>57,582</u>	
CURRENT LIABILITIES					
Creditors & Accruals	9	<u>1,869</u>		<u>1,764</u>	
		<u>1,869</u>		<u>1,764</u>	
NET CURRENT ASSETS			84,233		55,818
NET ASSETS			<u>84,233</u>		<u>55,818</u>
FUNDS					
Guinness Fund	7	2,000		2,000	
Redundancy Reserve	7	31,700		28,547	
SSP Reserve	7	2,583		2,535	
DPS Fund	11	978		978	
BOSH RIA Fund	10	0		123	
BC RIA Fund (Restricted)	12	44,826		4,449	
BC Cllr Funds x2	13			11	
Undesignated Reserves	6	<u>2,146</u>		<u>17,175</u>	
		<u>84,233</u>		<u>55,818</u>	

Approved by the Board of Trustees on 7th November 2023 and signed on its behalf by

Catriona Plummer Chairman

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31/03/2023

1) ACCOUNTING POLICIES

General

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities

2) ANALYSIS OF NET ASSETS BY FUND

	31 March 2023	31 March 2022
	£	£
Guinness Partnership Fund	2000	2000
Redundancy Reserve	31700	28547
SSP Reserve	2583	2535
BOSH RIA	0	123
DPS Fund (restricted)	978	978
BC Scheme (restricted)	44826	4449
BC Councillors Fund x2	0	11
Undesignated Fund	2146	17175
	<u>84233</u>	<u>55818</u>

3) DONATIONS (Incl Lotto)

DONATIONS

2022 - 2023
£

S Connolly	120
N Hanbury	120
St Peters Loudwater	415
Anonymous	100
C. & W. Bunting	240
All Saints Church	500
Deacon P Priestley	120
St Francis of Assisi Church	64
G & H Dodgson	60
Easy Fundraising	61
Online Donations	112
Amazon Europe	39
P Hogwood	240
W. & C. Plummer	140
BC Lotto	49
	<u>2380</u>
Gift Aid Received 2022/23	<u>782</u>
	<u>3162</u>

4) OTHER INCOME

	£	£
	31 March 2023	31 March 2022
	0	0
	<u>0</u>	<u>0</u>

5) BC GRANT

Used towards staff salaries and oncosts

6) MOVEMENT IN RESERVES

	£	£	£	£	£	£	£
	Profit & Loss	SSP Reserve	Redundancy Reserve	Designated Reserves BOSH, BC & DPS Funds	BC Cllr Funds	Guinness Fund	Total
O/Bal 1 April 2022	17,176	2,535	28,547	5,550	11	2,000	55,819
movement in year surplus/(deficit) before movement to reserves	(11,840)						(11,840)
Payments for Deposits/Rent In Advance from Reserves				40,254			40,254
to SSP Reserve	(48)	48					0
To general reserve from BC fund	11				(11)		0
to Redundancy Reserve	(3,153)		3,153				0
C/Bal 30 Mar 23	<u>2,146</u>	<u>2,583</u>	<u>31,700</u>	<u>45,804</u>	<u>0</u>	<u>2,000</u>	<u>84,233</u>

The movement in the BOSH, DPS and BC Funds represents the payments for Rent Deposits and Rent in Advance made during the year and further grants received from BC.

7) RESTRICTED & DESIGNATED RESERVES

	£
Guinness Partnership	2000
Redundancy Reserve	31700
SSP Reserve	2583
DPS Fund (restricted)	978
BOSH RIA Fund	0 see note 10
BC Scheme (restricted)	44825
BC Cllrs Fund x2	0 see note 13
	<u>82086</u>

NB. Guinness Partnership holds £30,000 in its accounts for deposit guarantees; the £2000 held in WRDGS accounts was given to WRDGS at start-up to assist with cash-flow WRDGS has chosen to keep this separately for swift payment of claims while a claim with Guinness is processed.

8) DEBTORS			£
Phil Thomas Expense overpayment			280
			<u>280</u>
9) CREDITORS			£
Anticipated HMRC month 12			<u>1,869</u>
			<u>1869</u>
10) BOSH DONATION			
£10,938 received into the Current Account and transferred to dedicated account in 2014. Money was used as payments of rent in advance to landlords for single homeless people			
			£
Years 2014-2019, 25 Payments total			<u>10815</u>
Years 2020 -2023, no payments			<u>0</u>
			<u>10815</u>
			Remaining £123 included in RIA funds and will no longer be tracked separately
11) DPS DONATION			
£10,000.00 received into the Current Account and included in the BOSH bank account to be used as payments for rent in advance			
			£
	Y/e 2016	1 payment	300
	Y/e 2017	3 payments	1003
	Y/e 2018	2 payments	649
	Y/e 2019	11 payments	3596
	Y/e 2020	4 payments	2674
	Y/e 2021	0 payments	0
	Y/e 2022	1 payment	<u>800</u>
			<u>9022</u>
Remaining DPS Funds			<u>978</u>
12) BC RIA Grant			
BCRIA	Receipts		
	Received in 2018/19 as a grant to fund fur	20000	
	Rent in Advance and rent Deposits		
	a further £20,000 received in 2019/20	20000	
	a further £10,000 received in 2021/22	10000	
	a further £20,000 received in 2022/23	20000	
	a further £33589 received in 2022/23	33590	
	Total Receipts	103590	£
		Y/e 2019 6 Payments	3895
		Y/e 2020 24 Payments	15294
		Y/e 2021 28 Payments	14126
		Y/e 2022 23 Payments	12236
		Y/e 2023 47 Payments	<u>16359</u>
			<u>61910</u>
	Remaining BC RIA funds		41680
	Remaining from BOSH Scheme		123
	Other Receipts 2022/23		<u>3022</u>
	Remaining RIA Funds excluding DPS		<u>44825</u>
	Original accounts for 21-22 did not report receipts to and payments from this fund on the Income and Expenditure, just in Balance Sheet and notes. However, they have been added to this year's accounts for comparison.		
13) BC Cllr Fund			
£2,000 received Q1 2020/21 re Covid emergency funding.			
£1,000 received Q4 2019/20 re Cllrs Ward Budgets			
	Y/e 2021 4 Payments	Covid	2000
	Y/e 2021 Office Furniture	ward budgets	233
	Y/e 2022 Office Equipment	ward budgets	<u>756</u>
			<u>2989</u>
	Remaining		11
	Will no longer be tracked and identified separately - added to general reserve. See movement in reserves on Note 6		

14 Figure excluding the BC RIA grant spending as it does not relate to our running costs.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

On accounts for the year ended

31 MARCH 2023

Charity no
(if any)

1171222

Set out on pages

1-4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD/MM/YYYY.

Responsibilities and basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below *~~) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

SRPotts

Date:

07/11/2023

Name:

STEVEN ROBERT POTTS

Relevant professional
qualification(s) or body

FCCA

(if any):

Address:

15 HYLTON ROAD

HIGH WYCOMBE

BUCKS HP12 4BZ

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

England & Wales - Charity number 1171222

Accounts



TRUSTEES' ANNUAL REPORT

1st April 2021 – 31st March 2022

*Celebrating 26 Years of
Helping to prevent homelessness*

**The Office
2nd Floor,
The Hub,
Easton Street,
High Wycombe,
Bucks, HP11 1NJ**

**EMAIL: info@wycrent.org.uk
TELEPHONE: 01494 528557
www.wrdgs.org.uk**

Registered Charitable Incorporated Organisation - No. 1171222

1 Objectives and Activities

The Wycombe Rent Deposit Guarantee Scheme (WRDGS) is a charity set up for the relief of poverty amongst people who are homeless or inadequately housed in the Wycombe District area. The Scheme provides guarantees for rent deposits, and other assistance on behalf of said persons who are in need of accommodation and who would otherwise be unable to secure accommodation in the Wycombe District.

The Scheme meets its objectives by:

1. Providing a Guarantee as an alternative to the cash deposit normally required by a landlord to secure a tenancy. The landlord can claim against the guarantee if he would be entitled to make deductions from a pre-paid deposit. This can help those who are able to pay rent, for example if they qualify for Universal Credit Housing Costs, but who cannot afford a deposit.
2. Maintaining and sustaining existing tenancies by liaising with tenants, landlords, benefits agencies and other support bodies to pre-empt and address issues threatening a tenancy.
3. Giving free, confidential advice on housing-related matters.

2 Background

The early planning stages of the Scheme were started in 1995 by a partnership between the members of The Wycombe District Council Housing Forum and The Source Group - a lay ecumenical Christian covenant community based in High Wycombe.

The Charity was registered in 1996 as a charitable trust but converted to being a Charitable Incorporated Organisation (CIO) for the year 2017-18. The charitable objects, staff and trustees remained the same but a CIO is the recommended legal structure for a small charity like WRDGS.

At WRDGS' inception it was agreed that Wycombe District Council (WDC) would provide an annual grant to pay for on-costs (the costs of employing staff), the churches of High Wycombe would contribute towards running costs and The Guinness Partnership Limited would set aside £30,000 to cover the guarantees.

WRDGS applies for an annual grant from the Council (which is now Buckinghamshire Council as it replaced Wycombe District Council and other district councils in 2020). The Council grant no longer fully covers on-costs so the Scheme has to raise money from other grants, donations and fund-raising activities.

3 Achievements and Performance

In 2021/22 we celebrated **26** years of helping to prevent homelessness in Wycombe District. Our 2 members of staff provided highly specialised advice via 470 calls or meetings with clients. Some of these clients only contacted the Scheme once, whilst others are contacted on a weekly basis. We housed **27** households with **9** different landlords. Utilising our tenancy support service, most of our clients have renewed their tenancies without a guarantee being required, indicating that our landlords consider them to be reliable tenants.

We helped **18** households rescue their tenancies and **52** households to sustain their tenancies, thus preventing them from becoming homeless. Thanks must go to Bucks Council's Wycombe Housing Benefit Department for providing advice and Discretionary Housing Payments, and also to the

Wycombe Homeless Connection Housing Legal Clinic. We have provided specialist benefit and housing advice for this project over the last year.

This has been another challenging year. However, we have continued to work in partnership with Buckinghamshire Council, Wycombe Homeless Connection and Connection Support, to help clients move on from temporary accommodation provided during the pandemic, into local hostels and then into private sector accommodation. We have helped with upfront costs and repaying previous rent arrears, to enable access to hostels. We provided rent in advance covered deposits required by private sector landlords.

We have had no claims against our guarantees this year proving that, with our help, our tenants are reliable and manage their finances well.

As we offer local landlords a free professional service (the Operations Manager is a Fellow of The National Association of Estate Agents) they continue to house our homeless clients.

4 People Helped by the Scheme in 2021-2022

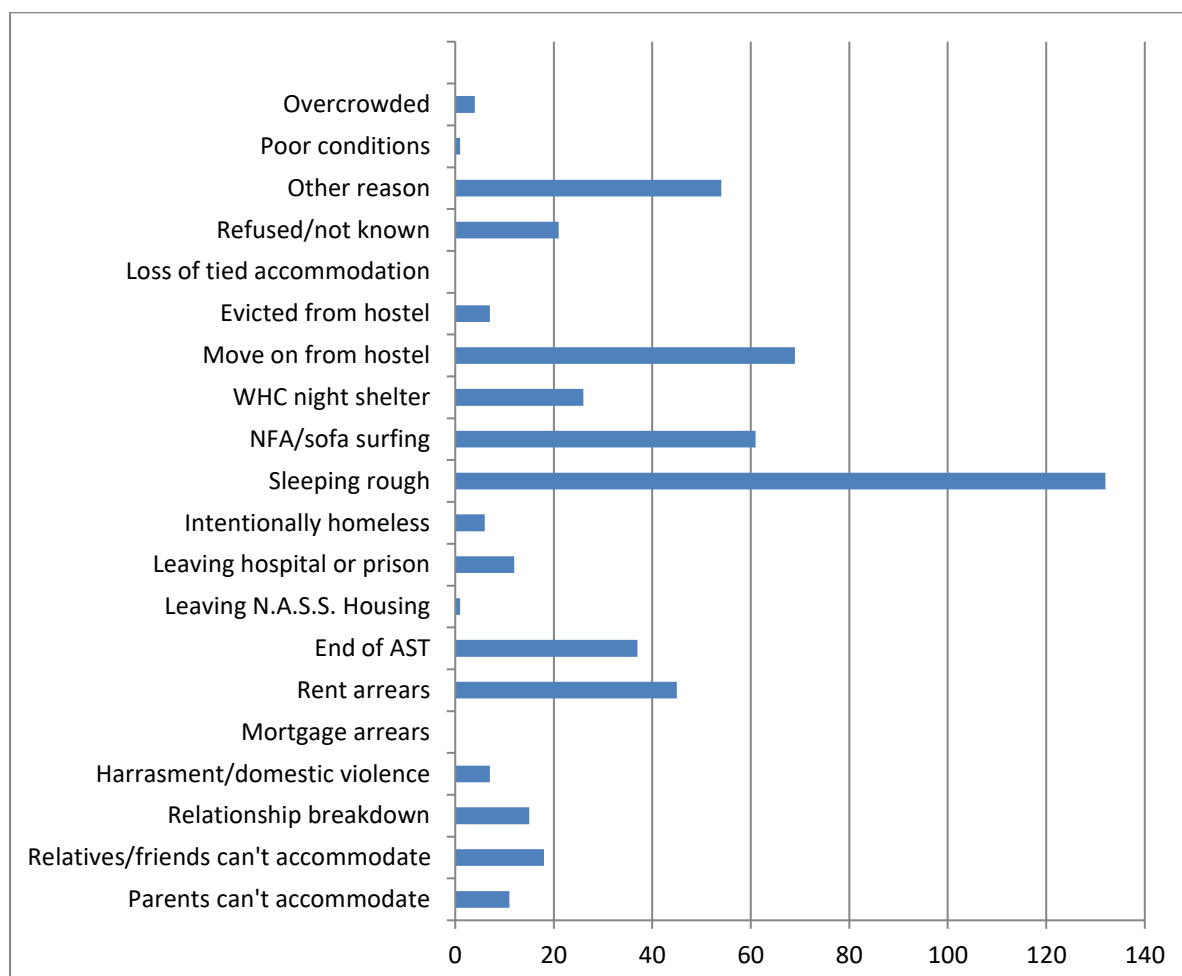
By the end of 2021/2022, the Scheme had **HOUSED** 1702 households, a total of 1875 adults and 756 children housed. Of these, 27 households (27 Adults and 0 children) were new to the Scheme and 7 households (9 Adults and 0 children) renewed their tenancies with the help of the Scheme. By the end 2021/22, the Scheme had **RESCUED** 663 clients' tenancies. Of these 18 were new in 2021/22. We have also helped to **SUSTAIN** 52 tenancies in order to keep clients in their accommodation who would have been at risk of becoming homeless.

The figures below show breakdowns by household type and ethnic origin of people housed and advised by the Scheme this year.

HOUSED HOUSEHOLD BREAKDOWN	
Couples	03
Families	00
Single Females	03
Single Males	21
Single-Parent Families	00

Ethnic Breakdown of Clients Advised		
White	British	119
	European	24
	Irish	01
	Any other Background	00
Black	British	23
	European	00
	Caribbean	10
	African	08
	Any other Black Background	01
Asian	British	04
	Indian	00
	Pakistani	19
	Bangladeshi	01
	Chinese	01
	Any other Asian Background	00
Mixed	White and Black British	01
	White and Black European	00
	White and Black Caribbean	00
	White and Black African	00
	White and Asian	00
	Any Other Mixed Background	00
Other Ethnic Groups		01
Other	Not known/Prefer not to say	257

2021-22 SCHEME APPLICANTS – REASON FOR HOMELESSNESS



The following case studies are based on real people, although names and details have been changed to preserve anonymity. Much of the work that we do is more complicated than simply housing someone...

Mel was a long-term rough sleeper who, due to the Government's COVID-19 "Everyone In" initiative, was placed in temporary housing. She had been offered a permanent job, but this was subject to her having permanent accommodation. We found her an affordable property that was close to her prospective employer. We paid her first month's rent in advance, covered her deposit and helped her find furniture. She then started work and has already been promoted.

Several years ago, we housed Kevin, who was a client with numerous health and mobility issues. We continued to support him and liaised with Social Care who arranged various adaptations to the property, but his health deteriorated and the property was no longer suitable. We referred him to a local charity who have provided him with a lovely ground floor property. His previous landlord was so pleased with our service, that he has asked us to find another tenant for him, which meant we could house another homeless client.

2 years ago, we helped Louise repay her previous arrears at a local hostel. This enabled her to move back in and be supported on her addiction recovery journey. Having now been sober for 18 months, we helped her find affordable accommodation with a local landlord. We paid her first month's rent in advance, covered her deposit and helped her engage with a local job club. Her landlord was so pleased with her that he has given her a job and offered her a larger property at a cheaper rent.

5 Organisations who referred Clients to WRDGS during 2021-22

Buckinghamshire Council Housing Options Team

Buckinghamshire Council Customer Service Centre

Buckinghamshire Social Care	Connection Floating Support – Bucks
Citizens Advice Bureau	Chiltern Adult Mental Health Team
H.M. Prison & Probation Service	GP Surgeries
Job Centre Plus	Oasis Partnership
Old Tea Warehouse	Padstones
Private Sector Landlords	P3 Housing Support Service
Saunderton Lodge	Thames Valley Police
Wycombe Homeless Connection	Wycombe Women's Aid
YMCA	Youth Enquiry Service

6 Financial Review

Guarantee Funds

In the 2021/22 financial year the total value of new guarantees written by the scheme was £2,870.74.

By the end of 2021/22 the total value of Guarantees written by the Scheme since its inception was £ 420,237.93 with a total claim pay out of £4,863.26. This makes the Scheme's average claim rate 1.16%

Review of the Charity's Financial Position at the end of the Period

During 2021-22 the Scheme's operation was financed by:

- a revenue grant from Buckinghamshire Council
- a grant from Callingham Foundation (Bekonscot)
- a grant from the Penn Trust
- Buckinghamshire Council Lottery
- St Peter's Church Loudwater
- Private donors
- At the end of the year, a grant was received from the National Lottery Community Fund which will be used in 22-23.

WRDGS has the following funds ear-marked for specific uses. These are documented on the Balance Sheet of the annual accounts.

- a) Unrestricted fund holding grant from Bucks and Oxon Single Homeless Group (BOSH) for rent in advance for single homeless people: £123 left in this fund at the end of the year.

- b) Restricted fund holding grant from Deposit Protection Service for general rent in advance payments: £978 at the end of the year.
- c) Restricted fund holding grant for Buckinghamshire Council Grant Scheme to assist single people to move on from temporary and hostel accommodation (eg. money for deposits, rent in advance, arrears payments).

This fund was set up in 2018-19 as a result of receiving a grant of £20,000 from Wycombe District Council for this purpose. This fund was topped up by a further grant of £20,000 from Wycombe District Council in 2019-20 and a further £10,000 from Buckinghamshire Council in 2021-22. £4,449 remained in the fund at the end of the year 21-22.

- d) Fund from Unspent Councillors' Ward Budgets to be used on office furniture and promotional materials for publicity and fundraising: £11 remaining at the end of the year.

Funding for the Future

It is estimated that WRDGS will need £81,300 to run during the year 2022-23 (including money required to top-up its statutory liabilities for possible redundancy and sick pay).

Before the end of 2021-22, WRDGS had secured a grant from Buckinghamshire Council of £62,500 for 2022-23.

£17,175 of unrestricted funds was brought forward into 2022-23 from 2021-22

Further funds will be raised from donations from local churches, private donors and grants.

WRDGS was noted as a key partner in Wycombe District Council's Homelessness Strategy and has collaborated with Buckinghamshire Council as it did with Wycombe District Council.

Policy for holding reserves and amounts at end of 2021-22

WRDGS has the following reserves:

- Liability for Statutory Redundancy Pay if staff had to be made redundant: £28,547
- Liability for 6 months' Statutory Sick Pay for one member of staff: £2,535
- Money from Guinness Partnership's reserve for guarantees: £2,000. (Guinness Partnership Ltd holds a further £28,000 for guarantees in its bank account)

7 Structure, Governance and Management

WRDGS is a Charitable Incorporated Organisation (CIO) whose governing document is a constitution. As well as individual people applying to be trustees, the following organisations can nominate trustees for the charity:

- Buckinghamshire Council,
- Guinness Partnership Ltd.,
- Churches Together High Wycombe,
- The Youth Enquiry Service,

- The Citizen's Advice Bureau.

The Scheme is managed by a steering committee comprising the trustees, its two members of staff and a member of Buckinghamshire Council Housing Benefit Department.

The Scheme's Steering Committee during 2021-22

Catriona Plummer	Trustee nominated by Churches Together High Wycombe (Chair of trustees)
Cllr. Paul Turner	Trustee nominated by Buckinghamshire Council (Treasurer)
Robert Thoms	Trustee – resigned in December 2021
Nancy Bradshaw	Trustee
Clive Bradshaw	Trustee
Eddie Maguire	Trustee
Linda Dean	Housing Benefits Advisor
Phil Thomas	Operations Manager (paid member of staff)
Tracey Thomas	Client Servicing Officer (paid member of staff).

The trustees would like to thank the following people who donated their services free of charge:

Anthony Pearmain – Web site design and IT Consultant @ StratMetrix

Sharon Marshall - Keeping Books 4 U

Steven Potts – Independent Examiner of End of Year Accounts

We are very grateful to our many donors during 2021-22 who continued to support us in spite of the difficulties arising from COVID19 restrictions.

8 Future Aims of the Scheme

- To recruit more accommodation providers.
- To secure permanent long-term funding to ensure a more secure financial position.
- To improve the conditions in private rented accommodation, especially Houses of Multiple Occupation, by ensuring that reasonable standards are met.
- To recognise that, when seeking accommodation, certain groups and individuals are discriminated against and to oppose such discrimination.
- Through good management to maintain our low claim rate.
- To strive to improve our service.

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31st March 2022

		Total 31-Mar-22	Total 31-Mar-21
<u>INCOME AND EXPENDITURE</u>			
	Note		
<u>INCOME</u>			
Donations	3	13,897	18,798
BC Grant	5	62,500	62,500
Other Income	4	0	10,000
COIF Deposit Interest		4	12
Bank Interest		2	32
Gift Aid Tax Refund	3	48	95
TOTAL INCOME		76,451	91,438
<u>EXPENDITURE</u>			
Salaries & On-costs		70,717	68,292
Printing, Postage & Stationery		27	208
Telephone / IT		1,020	1,183
Travel & Parking		252	241
Subscriptions		280	265
Bank Charges		192	76
Rent		3,600	3,600
Insurance		965	903
PPE Equipment		83	315
Miscellaneous		168	66
		77,304	75,148
NET SURPLUS (LOSS) FOR THE YEAR		(853)	16,290

The notes on page 3 and 4 form part of these accounts.

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

BALANCE SHEET AS AT 31st March 2022

	Note	31-Mar-22		31-Mar-21
		£	£	£
CURRENT ASSETS				
Cash at Bank		42,032		43,735
COIF Deposit		10,000		10,000
BOSH/DPS Account	10/11	5,550		8,587
Debtors & Prepayments	8	0		0
		<u>57,582</u>		<u>62,322</u>
CURRENT LIABILITIES				
Creditors & Accruals	9	1,764		1,858
		<u>1,764</u>		<u>1,858</u>
NET CURRENT ASSETS			55,818	
NET ASSETS			<u>55,818</u>	
FUNDS				
Guinness Restricted Fund	7	2,000		
Redundancy Reserve	7	28,547		
SSP Reserve	7	2,535		
DPS Fund	11	978		
BOSH RIA Fund	10	123		
BC Fund	12	4,449		
BC Cllr Funds x2	13	11		
Unrestricted Reserves	6	17,175		
		<u>55,818</u>		

Approved by the Board of Trustees on 27.10.22 and signed on its behalf by

C. A. Plummer Chairman

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31st March 2022

1) ACCOUNTING POLICIES

General

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities

2) ANALYSIS OF NET ASSETS BY FUND

	31-Mar-22	31-Mar-21
	£	£
Restricted Fund (Guinness)	2,000	2,000
Redundancy Reserve	28,547	26,466
SSP Reserve	2,535	2,493
BOSH RIA	123	123
DPS Fund	978	1,778
BC Scheme	4,449	6,685
BC Councillors Fund x2	11	767
Unrestricted Fund	17,175	20,151
	<u>55,818</u>	<u>60,463</u>

3) DONATIONS (Incl Lotto)

	DONATIONS 2021 - 2022 £
J Briggs	100
S Connolly	78
C. & W. Bunting	220
Anon donation	30
N Hanbury	120
Deacon P Priestley	120
The Penn Trust	1,500
S Priestley	50
G & H Dodgson	60
Donation via Charities Aid Foundation	75
C. Plummer	10
National Lottery Community Fund	9,944
Everyclick	19
Amazon Europe	38
P Hogwood	240
St Peter's Church, Loudwater	415
Callingham Foundation (Bekonscot)	700
W. & C. Plummer	120
Buckinghamshire Council Lottery	59
	<u>13,897</u>
Gift Aid Received 2021/22	<u>48</u>
	<u>13,945</u>

4) OTHER INCOME

	31-Mar-22	31-Mar-21
	£	£
Homeless Link Grant	0	10,000
	<u>0</u>	<u>10,000</u>

The Homeless Link Grant was received to offset in-year running costs in response to Covid.

5) **BC GRANT**

Grant to pay towards staff salaries and on-costs

6) **MOVEMENT IN RESERVES**

	£	£	£	£	£	£
	Profit & Loss	SSP Reserve	Designated Reserves Redundancy Reserve	BOSH, BC & DPS Funds	BC Cllr Funds	Restricted Reserves Guinness
O/Bal 1 April 2021	20,151	2,493	26,466	8,587	767	2,000
movement in year surplus/(deficit) before movement to reserves	(853)					
Payments for Deposits/Rent In Advance from Reserves				(3,037)		
Purchase of Office Furniture/Equipment to SSP Reserve	(42)	42			(756)	
to Redundancy Reserve	(2,081)		2,081			
C/Bal 31 March 2022	17,175	2,535	28,547	5,550	11	2,000
						55,818

The movement in the BOSH, DPS and BC Funds represents the payments for Rent Deposits and Rent in Advance made during the year and further grants received from BC.

7) **RESTRICTED & DESIGNATED RESERVES**

	£
Guinness Trust to settle g'tee claims	2,000
Redundancy Reserve	28,547
SSP Reserve	2,535
DPS Fund	978
BOSH RIA Fund	123
BC Fund	4,449
BC Cllrs Fund x2	11
	<u>38,643</u>

8) **DEBTORS**

£
0
<u>0</u>

9) **CREDITORS**

	£
BC Grant	0
HMRC	1,764
	<u>1,764</u>

10) **BOSH DONATION**

£10,938 received into the Current Account and transferred to dedicated account in 2014.
Money is being used as payments of rent in advance to landlords for single homeless people

	£
Y/e 2014 9 payments	4,120
Y/e 2015 5 payments	1,630
Y/e 2016 4 payments	1,268
Y/e 2017 3 payments	1,580
Y/e 2018 2 payments	1,248
Y/e 2019 2 payments	969
Y/e 2020 0 payments	0
Y/e 2021 0 payments	0
Y/e 2022 0 payments	0
	<u>10,815</u>

11) **DPS DONATION**

£10,000.00 received into the Current Account and included in the BOSH bank account to be used as payments for rent in advance

	£
Y/e 2016 1 payment	300
Y/e 2017 3 payments	1,003
Y/e 2018 2 payments	649
Y/e 2019 11 payments	3,596
Y/e 2020 4 payments	2,674
Y/e 2021 0 payments	0
Y/e 2022 1 payment	800
	<u>9,022</u>

12) **BC Grant Scheme**

£20,000 received in 2018/19 as a grant to fund further Rent in Advance and rent Deposits
a further £20,000 received in 2019/20
a further £10,000 received in 2021/22

	£
Y/e 2019 6 Payments	3,895
Y/e 2020 24 Payments	15,294
Y/e 2021 28 Payments	14,126
Y/e 2022 23 Payments	12,237
	<u>45,552</u>

13) **BC Cllr Fund**

£2,000 received Q1 2020/21 re Covid emergency funding.
£1,000 received Q4 2019/20 re Cllrs Ward Budgets

		£
Y/e 2021 4 Payments	Covid ward budgets	2,000
Y/e 2021 Office Furniture	ward budgets	233
Y/e 2022 Office Equipment	ward budgets	756
		<u>2,989</u>

Remaining 11



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

On accounts for the year
ended

2022

Charity no
(if any)

1171222

Set out on pages

1 - 4

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 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 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~ *) in connection with the examination which gives me cause to believe that in, any material respect:

- ~~accounting records were not kept in accordance with section 130 of the Act or~~
- ~~the accounts do not accord with the accounting records~~

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

* Please delete the words in the brackets if they do not apply.

Signed:

SR Potts

Date:

27/10/2022

Name:

STEVEN ROBERT POTTS

Relevant professional
qualification(s) or body
(if any):

FCCA

Address:

*15 HYLTON ROAD
HIGH WYCOMBE
BUCKS, HP12 4BZ*

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

England & Wales - Charity number 1171222

Accounts



TRUSTEES' ANNUAL REPORT

1st April 2020 – 31st March 2021

*Celebrating 25 Years of
Helping to prevent homelessness*

**The Office
2nd Floor,
The Hub,
Easton Street,
High Wycombe,
Bucks, HP11 1NJ**

**EMAIL: info@wycrent.org.uk
TELEPHONE: 01494 528557
www.wrdgs.org.uk**

Registered Charitable Incorporated Organisation - No. 1171222

1 Objectives and Activities

The Wycombe Rent Deposit Guarantee Scheme (WRDGS) is a charity set up for the relief of poverty amongst people who are homeless or inadequately housed in the Wycombe District area, in particular through the provision of rent deposit guarantees and other assistance on behalf of said persons who are in need of accommodation and who would otherwise be unable to secure accommodation in the Wycombe District.

The Scheme meets its objectives by:

1. Providing a Guarantee as an alternative to the cash deposit normally required by a landlord taking on new tenants. The landlord can claim against the guarantee if he would be entitled to make deductions from a pre-paid deposit. This can help those who are able to pay rent, for example, if they qualify for Local Housing Allowance (LHA), but who cannot afford a deposit.
2. Maintaining and sustaining existing tenancies by liaising with tenants, landlords, benefits agencies and other support bodies to pre-empt and address issues threatening a tenancy.
3. Giving free, confidential advice on housing-related matters.

2 Background

The early planning stages of the Scheme were started in 1995 by a partnership between the members of The Wycombe District Council Housing Forum and The Source Group - a lay ecumenical Christian covenant community based in High Wycombe.

The Charity was registered in 1996 as a charitable trust but converted to being a Charitable Incorporated Organisation (CIO) for the year 2017-18. The charitable objects, staff and trustees remained the same but a CIO is the recommended legal structure for a small charity like WRDGS.

At WRDGS' inception it was agreed that Wycombe District Council (WDC) would provide an annual grant to pay for on-costs (the costs of employing staff), the churches of High Wycombe would contribute towards running costs and The Guinness Partnership Limited would set aside £30,000 to cover the guarantees.

WRDGS applies for an annual grant from the Council (which is now Buckinghamshire Council as it replaced Wycombe District Council and other district councils in 2020). The Council grant has not fully covered oncosts for several years so other means of fundraising have to be employed.

WRDGS was eligible for several special grants relating to homelessness during the pandemic which was useful as many of our usual fundraising methods were not possible. We were grateful for the continued support of our regular donors.

3 Achievements and Performance

This year WRDGS celebrated 25 years of helping to prevent homelessness in Wycombe District. Our staff answered 413 calls for advice from clients. Some of these clients only contacted the Scheme once, whilst others contacted the Scheme regularly.

We have housed **81** households with **8** different landlords. Utilising our tenancy support service, most of our clients have renewed their tenancies without a guarantee being required, indicating that our landlords consider them to be reliable tenants.

We have helped **22** households rescue their tenancies and **37** households to sustain their tenancies thus preventing them from becoming homeless.

We have had no claims against our guarantees this year proving that, with our help, our tenants are reliable and manage their finances well.

As we offer local landlords a free professional service (the Operations Manager is a Fellow of The National Association of Estate Agents) they continue to house our homeless clients.

When the Country went into lockdown our 2 members of staff started working from home and did so throughout our financial year 2020-21. Buckinghamshire Council and a local charity, Wycombe Homeless Connection, funded emergency temporary accommodation to ensure that homeless people were able to move off the streets for their safety. Our staff worked with the Council, other local charities and support services to help homeless people to move into permanent accommodation and to claim housing benefit/universal credit in order to be able to pay their rent. New opportunities were provided to help those people in the temporary accommodation who wanted to engage with support services and Government interest in homelessness during the pandemic provided real opportunities to fight homelessness in the area.

The Scheme continues to prevent homelessness by providing ongoing benefit and housing advice at the weekly housing legal clinic hosted by Wycombe Homeless Connection.

The Scheme aims to promote and support continued cooperation and interaction with all agencies working with best practice in mind to get the task at hand resolved as quickly and as efficiently as possible.

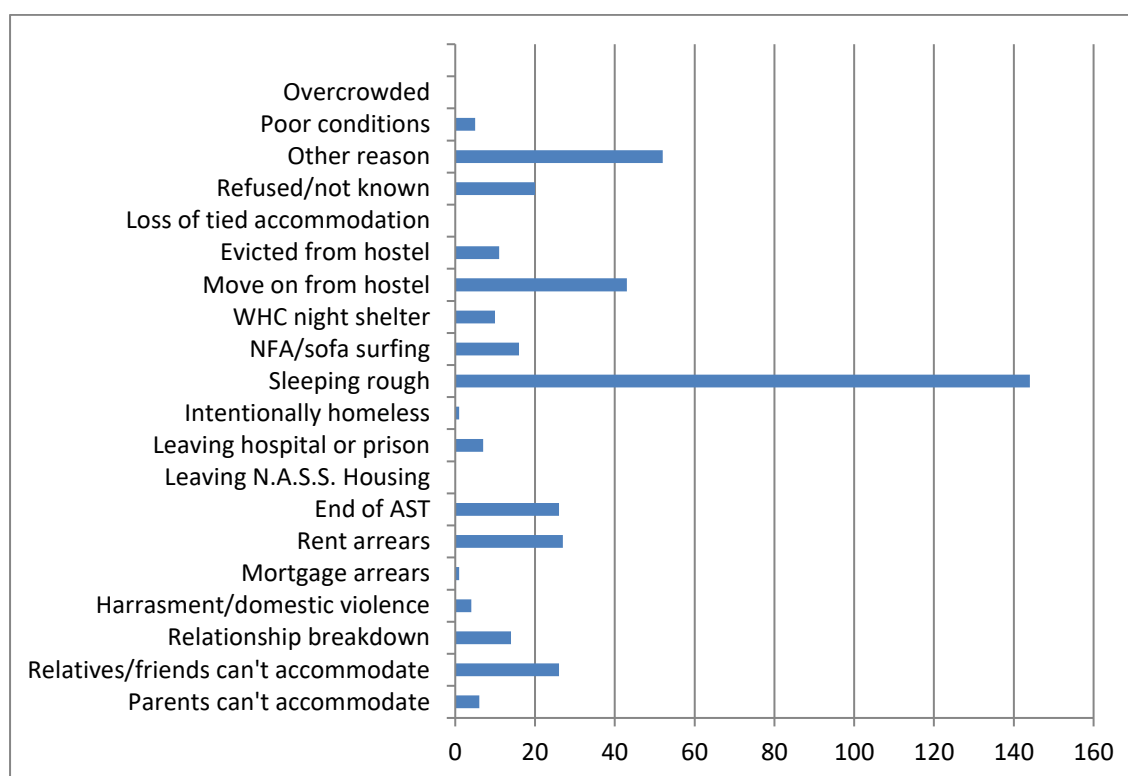
4 People Helped by the Scheme in 2020-21

By the end of 2020/2021, the Scheme had **HOUSED** 1675 households, a total of 1845 adults and 756 children housed. Of these, 81 households (85 Adults and 1 child) were new to the Scheme and 27 households (27 Adults and 0 children) renewed their tenancies with the help of the Scheme. By the end 2020/21, the Scheme had **RESCUED** 645 clients' tenancies. Of these 22 were new in 2020/21. We have also helped to **SUSTAIN** 37 tenancies in order to keep clients in their accommodation who would have been at risk of becoming homeless.

Scheme Applicants

413 households looking for property registered with the Scheme in 2020/21 and the following chart shows the reasons why they needed help.

2020/2021 SCHEME APPLICANTS – REASON FOR HOMELESSNESS



The figures below show breakdowns by household type and ethnic origin of people housed and advised by the Scheme this year.

HOUSED HOUSEHOLD BREAKDOWN	
Couples	03
Families	01
Single Females	11
Single Males	66
Single-Parent Families	00

Ethnic Breakdown of Clients Advised		
White	British	176
	Irish	00
	Any other Background	02
Black or Black	British	37
	Caribbean	01
	African	00
	Any other Black Background	00
Asian British	Indian	02
	Pakistani	08
	Bangladeshi	01
	Chinese	00
	Any other Asian Background	01
Mixed	White and Black Caribbean	06
	White and Black African	01
	White and Asian	01
	Any Other Mixed Background	08
Other Ethnic Groups		00
Other	Not known	165
	Prefer not to say	04

Typical clients and how we helped

The following case studies are based on real people, although names and details have been changed to preserve anonymity. Much of the work that we do is more complicated than simply housing someone.

Dave had been residing in a local hostel for over the permitted 18 months, so he was referred to us. We spoke to one of our local landlords who had just offered us a self-contained studio flat and arranged a viewing. Dave loved the property, so we negotiated with the landlord to reduce the rent of £750.00 pcm, to a more affordable amount, otherwise Dave would have his benefit capped and the tenancy wouldn't be sustainable. We paid the rent in advance of £706.00 and issued a Deposit Guarantee Certificate. This in turn freed up a room at the hostel for clients being housed in temporary accommodation due to the COVID-19 pandemic.

A long-term rough sleeper was verified and due to the Government's COVID-19 "Everyone In" initiative, was placed in short term accommodation. There was a vacancy at a hostel, but due to rent arrears from a previous stay he was unable to move in. We repaid his arrears and paid his upfront costs enabling him to move in. He settled in well and is engaging with recovery and resettlement services. This will enable us to work with him in the future when he is ready to sustain a private sector tenancy.

A couple had been given notice to move due to overcrowding issues. The Council asked if we knew of any properties, as the clients had been searching themselves, but not found anything they could afford whilst on benefits. We knew of a large, self-contained flat, that had been empty for some time and needed bringing up to a good standard to pass an Environmental Health inspection. We liaised with the Landlord and his contractors to get the work completed. Environmental Health inspected and approved the property. We negotiated with the landlord and he was happy to reduce the rent to an affordable amount. We paid their rent in advance of £745 and covered their deposit enabling the clients to move in. We also helped them apply for Universal Credit, so they could pay their rent and Council Tax Reduction to help with their Council Tax costs.

We have referred clients for on-going support to:

Central Aid	Home (central-aid.org.uk)
Wycombe Homeless Connection	http://www.wyhoc.org.uk/
P3	P3 - Changing lives every day (p3charity.org)
Connection Support	Buckinghamshire Connection Support
YMCA	High Wycombe Hostel - One YMCA
Old Tea Warehouse	https://www.riverside.org.uk/
St Martin in the Fields	
St Martin-in-the-Fields Supporting people away from homelessness (smifc.org)	

5 Organisations who referred Clients to WRDGS during 2020-21

Buckinghamshire Council Housing Options Team

Buckinghamshire Council Customer Service Centre

Buckinghamshire Social Care

Connection Floating Support – Bucks

Chiltern Adult Mental Health Team

Citizens Advice Bureau

GP Surgeries

H.M. Prison & Probation Service

Job Centre Plus

Oasis Partnership

Old Tea Warehouse

P3 Housing Support Service

Padstones

Private Sector Landlords

Saunderton Lodge

Thames Valley Police

Wycombe Homeless Connection

Wycombe Women's Aid

Youth Enquiry Service

YMCA

6 Financial Review

Guarantee Funds

Total guarantees written 1996 to 31 Mar 2021 £ 417,367.19

Claims against guarantees 1996 to 31 Mar 2021 £ 4,863.26

Outstanding guarantee liability 31 Mar 2021 £ 8,854.81

The Scheme's average claim rate = 1.17%

Review of the Charity's Financial Position at the end of the Period

During 2020-21 the Scheme's operation was financed by:

- a revenue grant from Buckinghamshire Council
- grant from Buckinghamshire Councillors COVID Emergency Fund
- a grant from Homeless Link
- a grant from Tesco (Groundwork UK)
- a grant from the People's Postcode Lottery
- Postcode Neighbourhood Trust, a grant-giving charity funded entirely by players of the People's Postcode Lottery
- St Peter's Church Loudwater
- Private donors

WRDGS has the following funds ear-marked for specific uses. These are documented on the Balance Sheet of the annual accounts.

- a) Unrestricted fund holding grant from Bucks and Oxon Single Homeless Group (BOSH) for rent in advance for single homeless people: £123 left in this fund at the end of the year.
- b) Restricted fund holding grant from Deposit Protection Service for general rent in advance payments: £1,778 at the end of the year.
- c) Wycombe District Council Grant Scheme to assist single people to move on from temporary and hostel accommodation (eg. money for deposits, rent in advance, arrears payments).

This fund was set up in 2018-19 as a result of receiving a grant of £20,000 from Wycombe District Council for this purpose. This fund was topped up by a further grant of £20,000 from Wycombe District Council in 2019-20 and £6,686 remained in the fund at the end of the year.

- d) Fund from Unspent Councillors' Ward Budgets to be used on office furniture and promotional materials for publicity and fundraising: £767 remaining at the end of the year.

Funding for the Future

It is estimated that WRDGS will need £79,450 to run during the year 2021-22 (including money required to top-up its statutory liabilities for possible redundancy and sick pay).

Before the end of 2020-21, WRDGS had secured a grant from Buckinghamshire Council of £62,500 for 2021-22.

£20,813 of unrestricted reserves was brought forward into 2020-21 from 2019-20.

Further funds will be raised from donations from local churches, private donors and grants.

WRDGS was noted as a key partner in Wycombe District Council's Homelessness Strategy and has collaborated with Buckinghamshire Council as it did with Wycombe District Council.

Policy for holding reserves and amounts at end of 2020-21

WRDGS has the following reserves:

- Liability for Statutory Redundancy Pay if staff had to be made redundant: £26,466
- Liability for 6 months' Statutory Sick Pay for one member of staff: £2,493
- Money from Guinness Partnership's reserve for guarantees: £2,000. (Guinness Partnership Ltd holds a further £28,000 for guarantees in its bank account)

7 Structure, Governance and Management

WRDGS is a Charitable Incorporated Organisation (CIO) whose governing document is a constitution. As well as individual people applying to be trustees, the following organisations can nominate trustees for the charity:

- Buckinghamshire Council,
- Guinness Partnership Ltd.,
- Churches Together High Wycombe,
- The Youth Enquiry Service,
- The Citizen's Advice Bureau.

The Scheme is managed by a steering committee comprising the trustees, its two members of staff and a member of Buckinghamshire Council Housing Benefit Department.

The Scheme's Steering Committee during 2020-21

Catriona Plummer	Trustee nominated by Churches Together High Wycombe (Chair of trustees)
Cllr. Paul Turner	Trustee nominated by Buckinghamshire Council (Treasurer)
Robert Thoms	Trustee (Secretary)
Nancy Bradshaw	Trustee

Clive Bradshaw	Trustee
Eddie Maguire	Trustee
Linda Dean	Housing Benefits Advisor
Phil Thomas	Operations Manager (paid member of staff)
Tracey Thomas	Client Servicing Officer (paid member of staff).

8 Acknowledgements and thanks

The trustees would like to thank our two members of staff who have continued to provide an excellent service to our clients in this particularly difficult year.

The trustees would like to thank the following people who donated their services free of charge:

Anthony Pearmain – Web site design & IT Consultant @ StratMetrix

Sharon Marshall - Keeping Books 4 U

Steven Potts – Independent Examiner of End of Year Accounts

Thanks also to those who provided grants:

- Buckinghamshire Council for different grants throughout the year including our Annual Revenue Grant,
- Homeless Link,
- Postcode Neighbourhood Trust, a grant-giving charity funded entirely by players of the People's Postcode Lottery,
- Tesco (Groundwork UK).

We are very grateful to our many donors during 2020-21 who continued to support us in spite of the difficulties arising from lockdowns and COVID19 restrictions.

Thanks also to:

*All the Landlords and Landladies who have housed our clients.

*Hillingdon Law Centre

*Connection Support

*Wycombe Homeless Connection

*Wycombe Housing Options

*ONE YMCA

*Old Tea Warehouse

*Everyone at the HUB

*The team at Wycombe Housing Benefit



THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

STATEMENT OF FINANCIAL ACTIVITIES FOR THE Period Ended ENDED 31st March 2021

		Total 31-Mar-21	Total 31-Mar-20
<u>INCOME AND EXPENDITURE</u>			
	Note		
<u>INCOME</u>			
Donations	3	18,798	13,408
BC Grant	5	62,500	62,500
Other Income	4	10,000	61
COIF Deposit Interest		12	61
Bank Interest		32	106
Gift Aid Tax Refund	3	95	108
TOTAL INCOME		<u>91,438</u>	<u>76,244</u>
 <u>EXPENDITURE</u>			
Salaries & On-costs		68,292	66,271
Printing, Postage & Stationery		208	288
Telephone / IT		1,183	1,945
Travel & Parking		241	189
Subscriptions		265	265
Bank Charges		76	0
Rent		3,600	3,510
Insurance		903	965
PPE Equipment		315	0
Miscellaneous		66	53
		<u>75,148</u>	<u>73,485</u>
 NET SURPLUS FOR THE YEAR		<u>16,290</u>	<u>2,759</u>

The notes on page 3 and 4 form part of these accounts.

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

BALANCE SHEET AS AT 31st March 2021

	Note	31-Mar-21		31-Mar-20	
		£	£	£	£
CURRENT ASSETS					
Cash at Bank		43,735		28,920	
COIF Deposit		10,000		10,000	
BOSH/DPS Account	10/11	8,587		22,713	
Debtors & Prepayments	8	0		0	
		<u>62,322</u>		<u>61,633</u>	
CURRENT LIABILITIES					
Creditors & Accruals	9	1,858		3,099	
		<u>1,858</u>		<u>3,099</u>	
NET CURRENT ASSETS			60,464		58,534
NET ASSETS			<u>60,464</u>		<u>58,534</u>
FUNDS					
Guinness Restricted Fund	7	2,000		2,000	
Redundancy Reserve	7	26,466		24,385	
SSP Reserve	7	2,493		2,451	
DPS Fund	11	1,778		1,778	
BOSH RIA Fund	10	123		123	
BC Fund	12	6,686		20,813	
BC Cllr Funds x2	13	767		0	
Unrestricted Reserves	6	20,151		6,984	
		<u>60,464</u>		<u>58,534</u>	

Approved by the Board of Trustees on 16 June 21 and signed on its behalf by

C. A. P. Chairman

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME
NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31st March 2021

1) ACCOUNTING POLICIES

General

These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice on Accounting by Charities

2) ANALYSIS OF NET ASSETS BY FUND

	31-Mar-21 £	31-Mar-20 £
Restricted Fund (Guiness)	2,000	2,000
Redundancy Reserve	26,466	24,385
SSP Reserve	2,493	2,451
BOSH RIA	123	123
DPS Fund	1,778	1,778
BC Scheme	6,685	20,813
BC Councillors Fund x2	767	0
Unrestricted Fund	20,151	6,984
	<u>60,463</u>	<u>58,534</u>

3) DONATIONS (Incl Lotto)

	DONATIONS 2020 - 2021 £
J Briggs	172
anonymous	10
S Connolly	62
anonymous	26
C. & W. Bunting	120
N Bradshaw	15
anonymous	120
Deacon P Priestley	110
Tesco (Groundwork UK)	500
S Priestley	120
G & H Dodgson	60
Anonymous - Charities Aid Foundation	225
Postcode Lottery Grant	15,778
Virgin Money	0
anonymous	45
anonymous	500
Bucks HA	28
Amazon Europe	10
P Hogwood	240
St Peter's Church	415
anonymous	10
W. & C. Plummer	130
BC Lotto	102
	<u>18,798</u>
Gift Aid Received 2020/21	<u>95</u>
	<u>18,893</u>

4) OTHER INCOME

	31-Mar-21 £	31-Mar-20 £
Notebook Sales	0	61
Homeless Link Grant	10,000	0
	<u>10,000</u>	<u>61</u>

The Homeless Link Grant was received to offset in-year running costs in response to Covid.

5) **BC GRANT**

Grant to pay for staff salaries, on-costs and some running costs.

6) **MOVEMENT IN RESERVES**

	£	£	£	£	£	£	£
	Profit & Loss	SSP Reserve	Designated Redundancy Reserve	Reserves BOSH, BC & DPS Funds	BC Cllr Funds	Restricted Reserves Guinness	Total
O/Bal 31 March 2020	6,984	2,451	24,385	22,714	0	2,000	58,534
movement in year surplus/(deficit) before movement to reserves	16,290						16,290
Payments for Deposits/Rent In Advance from Reserves				(14,126)	(2,000)		(16,126)
BC Cllr Funds Covid Grant 20/21					2,000		2,000
BC Cllr Funds Grant Q4 19/20	(1,000)				1,000		0
Purchase of Office Furniture to SSP Reserve	(42)	42			(233)		(233)
to Redundancy Reserve	(2,081)		2,081				0
C/Bal 31 Mar 2021	20,150	2,493	26,466	8,588	767	2,000	60,464

The movement in the BOSH, DPS and BC Funds represents the payments for Rent Deposits and Rent in Advance made during the year and further grants received.

The movement from Profit & Loss to designated reserve relates to a grant received in Q4 2019/20

THE WYCOMBE RENT DEPOSIT GUARANTEE SCHEME

NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31st March 2021

7) **RESTRICTED & DESIGNATED RESERVES**

	£
Guinness Trust to settle g'tee claims	2,000
Redundancy Reserve	26,466
SSP Reserve	2,493
DPS Fund	1,778
BOSH RIA Fund	123
BC Fund	6,685
BC Cllrs Fund x2	767
	<u>40,313</u>

8) **DEBTORS**

£
0
<u>0</u>

9) **CREDITORS**

	£
HMRC Mar 21	1,695
Expenses	162
	<u>1,857</u>

10) **BOSH DONATION**

£10,938 received into the Current Account and transferred to dedicated account in 2014.
Money is being used as payments of rent in advance to landlords for single homeless people

	£
Y/e 2014 9 payments	4,120
Y/e 2015 5 payments	1,630
Y/e 2016 4 payments	1,268
Y/e 2017 3 payments	1,580
Y/e 2018 2 payments	1,248
Y/e 2019 2 payments	968
Y/e 2020 0 payments	0
	<u>10,815</u>

11) **DPS DONATION**

£10,000.00 received into the Current Account and included in the BOSH bank account to be used as payments for rent in advance

	£
Y/e 2016 1 payment	300
Y/e 2017 3 payments	1,003
Y/e 2018 2 payments	649
Y/e 2019 11 payments	3,596
Y/e 2020 4 payments	2,674
	<u>8,222</u>

12) **BC Grant Scheme**

£20,000 received in 2018/19 as a grant to fund further Rent in Advance and rent Deposits
a further £20,000 received in 2019/20

	£
Y/e 2019 6 Payments	3,895
Y/e 2020 24 Payments	15,294
Y/e 2021 28 Payments	14,126
	<u>33,315</u>

13) **BC Cllr Fund**

£2,000 received Q1 2020/21 re Covid emergency funding.
£1,000 received Q4 2019/20 re Cllrs Ward Budgets

		£
Y/e 2021 4 Payments	Covid ward budgets	2,000
Y/e 2021 Office Furniture		233
		<u>2,233</u>



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Wycombe Rent Deposit Guarantee Scheme

On accounts for the year
ended

31 March 2021

Charity no
(if any)

1171222

Set out on pages

1 - 4

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2021.

Responsibilities and
basis of report

As the charity's trustees, 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 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

* Please delete the words in the brackets if they do not apply.

Signed:

SR Potts

Date:

05/09/2021

Name:

Steven Robert Potts

Relevant professional
qualification(s) or body
(if any):

FCCA

Address:

15 Hylton Road, High Wycombe, Bucks HP12 4BZ

Section B**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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