

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 December 2021
for
Off the Streets**

Butlers Chartered Accountants
Suite 6 Burley House
15 High Street
Rayleigh
Essex
SS6 7EW

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for the Year Ended 31 December 2021**

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Off the Streets

Report of the Trustees for the Year Ended 31 December 2021

The trustees present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The relief of poverty for the benefit of people who are homeless or rough sleepers in Southend-on-Sea and the surrounding area, in particular but not exclusively, by providing short term accommodation and supporting and assisting those homeless persons who want to escape homelessness by providing signposting/advocacy and provide support for up to 6 months to enable rough sleepers to move into more permanent accommodation.

The key objectives are:

- To provide emergency accommodation for homeless people. OTS assists rough sleepers, as they move from chaotic, often abusive lives into independent, self-sufficient lifestyles.
- To support homeless people to find and move on to permanent accommodation. This includes support with finding an address, assisting in registering for social services and healthcare support, helping them with jobseekers allowance and with job applications. OTS helps them get a deposit (from the Rent Deposit Scheme) and assists with the first month's rent where possible. We also assist with the provision of food, furniture and household essentials.
- To directly support or signpost homeless people in areas of personal difficulty. Additional help includes support with employment, budgeting, physical and mental health problems and issues around addiction.
- To provide an Outreach service for rough sleepers within the locality. OTS trustees & volunteers visit rough sleepers each week to offer whatever practical & emotional support they require.
- To promote the needs of homeless people within the local community. This is achieved through raising local awareness on the needs of homeless people and thereby helping to reduce discrimination towards them and influencing the local community to become more supportive and less judgemental. We also plan to enable wider access to community based organisations to promote greater social inclusion.

Significant activities

The charity provides a 5 bed year round night shelter for the homeless at our premises in Westcliff on Sea, Essex.

Public benefit

The trustees have considered their requirements for ensuring public benefit and believe that the charity meets these requirements comfortably in light of the work performed.

Grantmaking

The charity has no plans to make charitable grants to any individual or charitable body.

Volunteers

The charity currently employs no paid staff and therefore volunteers are fundamental to the operation of the charity to deliver services. During the period the charity had 35 volunteers working at the shelter in addition to the 8 volunteer trustees.

ACHIEVEMENT AND PERFORMANCE

Fundraising activities

The charity continues to build a body of loyal regular donors which stands at 39 in total at the end of 2021. A concerted effort will be made to increase this number over 2022. Since March 2021, Off The Streets has commissioned the services of a professional fundraiser and already this has realised some substantial grants from charitable trusts/foundations. Over the forthcoming year, we plan to significantly increase our grant applications and fundraising activities.

Off the Streets

Report of the Trustees for the Year Ended 31 December 2021

FINANCIAL REVIEW

Principal funding sources

The charity now obtains the majority of its funding from grants which is supplemented by regular and one off local donations. This is in line with Off The Streets' funding model and business case.

Reserves policy

The charity has set a reserves policy of maintaining reserves of a maximum of £25,000.

FUTURE PLANS

Off The Streets completed the purchase on a 7 bedded hotel in Westcliff-on-Sea on 08/02/2022.

This will be converted into an enhanced shelter offering emergency overnight accommodation together with a range of activities & services during the day. This was made possible through a combination of funding sources which included a £400k bridging loan from a charitable trust, an interest free loan of £180k from a long-standing benefactor of the charity and a £50k donation from a family trust. Once the shelter is open (June/July 2022), the charity will be introducing rental payments & service charges which will be covered by Housing Benefit. We are also planning to employ two paid staff to ensure the shelter is run efficiently - a shelter manager and an administrator.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a constitution of organisation and constitutes an unincorporated not for profit organisation.

Charity constitution

The current constitution was adopted and approved by the trustees on 2nd April 2018 and copies are available for viewing upon request to the charity registered office.

Recruitment and appointment of new trustees

The Trustees frequently monitor skills lacking in the existing board and once the ideal skill/experience profile has been identified, a recruitment plan will be formulated. This will identify the most appropriate resources from which applicants might be found. Preference should be given to advertisement in the media, volunteer bureau, and direct approaches to professional bodies and to other voluntary organisations. Our intention is to promote diversity and to avoid conflicts of interest.

Off the Streets seeks to ensure diversity in its board of trustees as well as in its staff base and consideration will be given to ways in which groups that are under-represented on the board might be reached and encouraged to apply. However, at the point of selection the Trustees will be selected in line with the charity's Equal Opportunities Policy.

Organisational structure

The day to day operation of the charity and shelter are managed by the Operational Board which consists of a smaller group of trustees and the shelter managers.

The volunteers involved in the centre day to day report to the centre managers who report to the Operational Board.

Centre Managers:

Ms Kirsty Fields
Mrs Karen Fields

Induction and training of new trustees

Possible candidates are interviewed by members of the trustee board and once appointed undergo an initial induction and then ongoing training is provided at regular periods. This is done to ensure that trustees are fully equipped to understand their legal responsibilities and perform their duties appropriately.

Related parties

A register of related parties is maintained and presented at every trustee meeting. A policy in relation to related business interests exists and is updated with any relevant amendments.

Off the Streets

**Report of the Trustees
for the Year Ended 31 December 2021**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1184331

Principal address

3 Trinity Avenue
Westcliff on Sea
Essex
SS0 7PU

Trustees

Mrs S Mortimore
Ms K Fields
D Thomas Chairman
E Perry
Mrs K Fields
Mrs S Parkinson
Mrs C Walford
Mrs V Bloomfield

Independent Examiner

Butlers Chartered Accountants
Suite 6 Burley House
15 High Street
Rayleigh
Essex
SS6 7EW

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

.....
D Thomas - Trustee

Independent Examiner's Report to the Trustees of Off the Streets

Independent examiner's report to the trustees of Off the Streets

I report to the charity trustees on my examination of the accounts of Off the Streets (the Trust) for the year ended 31 December 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

H Meagher FCA
ICAEW
Butlers Chartered Accountants
Suite 6 Burley House
15 High Street
Rayleigh
Essex
SS6 7EW

21 April 2022

Off the Streets

Statement of Financial Activities
for the Year Ended 31 December 2021

				Year Ended 31.12.21	Period 1.5.20 to 31.12.20
	Notes	Designated fund - Trinity Centre Refurbishment Fund. £	General Unrestricted Fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		10,000	53,618	9,480	73,098
Charitable activities					
Homeless Shelter		-	-	65,000	65,000
Other trading activities	2	-	2,327	-	2,327
Investment income	3	-	28	-	28
Total		10,000	55,973	74,480	140,453
EXPENDITURE ON					
Raising funds		-	15,326	-	15,326
Charitable activities					
Homeless Shelter		-	40,379	3,810	44,189
Total		-	55,705	3,810	59,515
NET INCOME		10,000	268	70,670	80,938
Transfers between funds	12	-	1,300	(1,300)	-
Net movement in funds		10,000	1,568	69,370	80,938
RECONCILIATION OF FUNDS					
Total funds brought forward		-	52,774	-	52,774
TOTAL FUNDS CARRIED FORWARD		10,000	54,342	69,370	133,712

The notes form part of these financial statements

Off the Streets

Balance Sheet
31 December 2021

					31.12.21	31.12.20
		Designated fund - Trinity Centre	General			
	Notes	Refurbishment Fund. £	Unrestricted Fund £	Restricted funds £	Total funds £	Total funds £
FIXED ASSETS						
Tangible assets	7	-	14,150	-	14,150	1,912
CURRENT ASSETS						
Debtors	8	-	2,596	-	2,596	2,620
Cash at bank	9	10,000	43,166	69,450	122,616	51,409
		<u>10,000</u>	<u>45,762</u>	<u>69,450</u>	<u>125,212</u>	<u>54,029</u>
CREDITORS						
Amounts falling due within one year	10	-	(5,570)	(80)	(5,650)	(3,167)
NET CURRENT ASSETS		<u>10,000</u>	<u>40,192</u>	<u>69,370</u>	<u>119,562</u>	<u>50,862</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		10,000	54,342	69,370	133,712	52,774
NET ASSETS		<u>10,000</u>	<u>54,342</u>	<u>69,370</u>	<u>133,712</u>	<u>52,774</u>

The notes form part of these financial statements

Off the Streets

Balance Sheet - continued
31 December 2021

FUNDS 12

Unrestricted funds:

General fund	54,342	52,774
Designated funds - Trinity Centre	10,000	-
Refurbishment Fund		
	<hr/>	<hr/>
	64,342	52,774
	<hr/>	<hr/>

Restricted funds:

National Lottery Awards 4 All Fund	4,370	-
Mulberry Trust Grant	15,000	-
Woodford Family Charitable Trust	50,000	-
	<hr/>	<hr/>
	69,370	-
	<hr/>	<hr/>

TOTAL FUNDS

133,712	52,774
<hr/>	<hr/>

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

.....
D Thomas - Trustee

.....
E Perry - Trustee

**Notes to the Financial Statements
for the Year Ended 31 December 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Income

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

Expenditure

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

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles	- 33% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Off the Streets

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

2. OTHER TRADING ACTIVITIES

	Year Ended 31.12.21 £	Period 1.5.20 to 31.12.20 £
Fundraising events	2,327	-
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	Year Ended 31.12.21 £	Period 1.5.20 to 31.12.20 £
Deposit account interest	28	21
	<u> </u>	<u> </u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the period ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the period ended 31 December 2020.

5. STAFF COSTS

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

	Year Ended 31.12.21	Period 1.5.20 to 31.12.20
Volunteer managers - delivery	2	2
	<u> </u>	<u> </u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Designated fund - Trinity Centre Refurbishment Fund. £	General Unrestricted Fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	-	67,837	-	67,837
Charitable activities				
Homeless Shelter	-	-	4,000	4,000
Investment income	-	21	-	21
Total	-	67,858	4,000	71,858

Off the Streets

Notes to the Financial Statements - continued for the Year Ended 31 December 2021

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Designated fund - Trinity Centre Refurbishment Fund. £	General Unrestricted Fund £	Restricted funds £	Total funds £
EXPENDITURE ON				
Raising funds	-	3,435	-	3,435
Charitable activities				
Homeless Shelter	-	29,939	5,255	35,194
Total	-	33,374	5,255	38,629
NET INCOME/(EXPENDITURE)	-	34,484	(1,255)	33,229
RECONCILIATION OF FUNDS				
Total funds brought forward	-	18,290	1,255	19,545
TOTAL FUNDS CARRIED FORWARD	-	52,774	-	52,774

7. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 January 2021	-	3,215	500	404	4,119
Additions	4,156	-	11,700	1,315	17,171
At 31 December 2021	4,156	3,215	12,200	1,719	21,290
DEPRECIATION					
At 1 January 2021	-	1,607	326	274	2,207
Charge for year	-	536	3,958	439	4,933
At 31 December 2021	-	2,143	4,284	713	7,140
NET BOOK VALUE					
At 31 December 2021	4,156	1,072	7,916	1,006	14,150
At 31 December 2020	-	1,608	174	130	1,912

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Other debtors	1,460	2,060
Prepayments	1,136	560
	<u>2,596</u>	<u>2,620</u>

9. CASH AT BANK

Cash at bank balances include £50,000 held on the charity's behalf at Paul Robinsons Solicitors within their client bank account.

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.21	31.12.20
	£	£
Trade creditors	3,843	180
Other creditors	1,807	2,987
	<u>5,650</u>	<u>3,167</u>

11. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.12.21	31.12.20
	£	£
Within one year	<u>6,600</u>	<u>6,600</u>

The above property is on a 12 month rolling lease and was surrendered during the next 12 months.

12. MOVEMENT IN FUNDS

	At 1.1.21	Net movement in funds	Transfers between funds	At 31.12.21
	£	£	£	£
Unrestricted funds				
General fund	52,774	268	1,300	54,342
Designated funds - Trinity Centre				
Refurbishment Fund	-	10,000	-	10,000
	<u>52,774</u>	<u>10,268</u>	<u>1,300</u>	<u>64,342</u>
Restricted funds				
National Lottery Awards 4 All Fund	-	5,670	(1,300)	4,370
Mulberry Trust Grant	-	15,000	-	15,000
Woodford Family Charitable Trust	-	50,000	-	50,000
	<u>-</u>	<u>70,670</u>	<u>(1,300)</u>	<u>69,370</u>
TOTAL FUNDS	<u>52,774</u>	<u>80,938</u>	<u>-</u>	<u>133,712</u>

**Notes to the Financial Statements - continued
for the Year Ended 31 December 2021**

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	55,973	(55,705)	268
Designated funds - Trinity Centre			
Refurbishment Fund	10,000	-	10,000
	<u>65,973</u>	<u>(55,705)</u>	<u>10,268</u>
Restricted funds			
National Lottery Awards 4 All Fund	9,480	(3,810)	5,670
Mulberry Trust Grant	15,000	-	15,000
Woodford Family Charitable Trust	50,000	-	50,000
	<u>74,480</u>	<u>(3,810)</u>	<u>70,670</u>
TOTAL FUNDS	<u>140,453</u>	<u>(59,515)</u>	<u>80,938</u>

Comparatives for movement in funds

	At 1.5.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	18,290	34,484	52,774
Restricted funds			
Essex Community Foundation	501	(501)	-
Woodward Charitable Trust	754	(754)	-
	<u>1,255</u>	<u>(1,255)</u>	<u>-</u>
TOTAL FUNDS	<u>19,545</u>	<u>33,229</u>	<u>52,774</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	67,858	(33,374)	34,484
Restricted funds			
Essex Community Foundation	3,500	(4,001)	(501)
Woodward Charitable Trust	-	(754)	(754)
Groundwork Foundation	500	(500)	-
	<u>4,000</u>	<u>(5,255)</u>	<u>(1,255)</u>
TOTAL FUNDS	<u>71,858</u>	<u>(38,629)</u>	<u>33,229</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2021

12. MOVEMENT IN FUNDS - continued

Transfers between funds

The transfer between funds represents capital purchases made by restricted grant funds that were transferred to the general fund when the grant conditions were met.

13. CAPITAL COMMITMENTS

	31.12.21	31.12.20
	£	£
Contracted but not provided for in the financial statements	7,854	-
	<u>7,854</u>	<u>-</u>

The charity was committed to £7,854 of expenditure in relation to the purchase of property at 3 Trinity Avenue Westcliff on Sea at the year end.

The charity completed the purchase of the property in February 2022 at a price of £610,000 plus associated purchase costs of which £577,600 was funded by secured loan finance.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

15. FUNDS HELD

The charity holds the following funds for the purposes shown:

Designated funds - Funds designated from unrestricted donations with the agreed purpose of refurbishing the new homeless centre at Trinity Avenue.

Restricted Funds -

Mulberry Charitable Trust and Woodward Charitable Trust - Funds held for towards the new homeless centre refurbishment of the Trinity Avenue.

Woodford Charitable Trust - Funds held on restricted grant towards purchase price of new homeless centre at Trinity Avenue.

National Lottery Awards 4 All - Funds held for restricted project working with beneficiaries.

Off the Streets

Detailed Statement of Financial Activities for the Year Ended 31 December 2021

	Year Ended 31.12.21 £	Period 1.5.20 to 31.12.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	50,346	22,946
Grants	22,752	44,266
Donated services and facilities	-	625
	<hr/> 73,098	<hr/> 67,837
Other trading activities		
Fundraising events	2,327	-
Investment income		
Deposit account interest	28	21
Charitable activities		
Grants	65,000	4,000
	<hr/> 140,453	<hr/> 71,858
Total incoming resources		
EXPENDITURE		
Raising donations and legacies		
Fundraising costs	15,326	3,435
Charitable activities		
Rent	7,180	5,560
Insurance	959	460
Light and heat	400	2,834
Telephone	1,058	922
Advertising	220	-
Beneficiary travel and accommo dation	692	833
Beneficiary welfare	6,314	3,729
Beneficiary catering	4,845	3,026
Printing, postage and statione ry	399	733
Motor and travel expenses	5,357	4,993
Property securement	6,000	-
Cleaning	1,388	609
Staff uniform	-	270
Repairs and renewals	1,527	1,376
Computer expenses	307	451
Compliance and legal costs	-	3,207
Subscriptions	674	395
Bookkeeping	2,673	1,664
Professional fees	(1,756)	2,176
Fixtures and fittings	536	-
Carried forward	38,773	33,238

This page does not form part of the statutory financial statements

Off the Streets

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2021**

	Year Ended 31.12.21 £	Period 1.5.20 to 31.12.20 £
Charitable activities		
Brought forward	38,773	33,238
Motor vehicles	3,958	67
Computer equipment	438	869
	<hr/> 43,169	<hr/> 34,174
Support costs		
Governance costs		
Auditors' remuneration for non audit work	1,020	1,020
	<hr/> 59,515	<hr/> 38,629
Total resources expended		
	<hr/> 80,938	<hr/> 33,229
Net income	<hr/> <hr/>	<hr/> <hr/>