ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS BRISTOL AND DISTRICT BRANCH

England & Wales · Charity number 205858

Details

Other names	RSPCA - BRISTOL AND DISTRICT BRANCH, BRISTOL ANIMAL RESCUE CENTRE (BRISTOL A.R.C.), RSPCA BRISTOL AND DISTRICT BRANCH
Status	Registered
Legal form	Other
Registered	1963-05-11
Register	View on the Charity Commission register

Contact

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Email	info@bristolarc.org.uk
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Activities

Objects: THE OBJECTS OF THE BRANCH ARE TO PROMOTE THE WORK AND OBJECTS OF THE SOCIETY [ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (219099)], WITH PARTICULAR REFERENCE TO THE AREA OF THE BRANCH, IN ACCORDANCE WITH THE POLICIES OF THE SOCIETY.

Activities: We are committed to preventing cruelty and promoting kindness to animals. We aim to reduce animal suffering and increase animal well-being through our activities. We do this via our veterinary services in a dedicated veterinary clinic, through re-homing and re-uniting owners of lost animals in our animal home (Bristol Animal Rescue Centre) and through Branch awareness activities.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Animals
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** CITY AND COUNTY OF BRISTOL.
- Bristol City
- North Somerset
- South Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£2,694,252	£1,867,042	£6,315,182	57
2023-12-31	£1,568,064	£1,675,385	£5,378,061	52
2022-12-31	£2,263,186	£1,623,114	£5,406,799	52
2021-12-31	£1,878,193	£1,501,952	£5,022,695	38
2020-12-31	£1,603,771	£1,851,129	£4,505,026	45

Trustees

Name	Role	Appointed
Benjamin James Davies	Chair	2026-01-01
Galina Ivanova Staneva		2022-09-26
Gina Beamish		2025-06-30
James Clifford Buck Burge		2022-09-26
Jane Valentine		2026-04-29
Kate Louise Webber		2025-06-30
Leonardo Trotti		2025-06-30
Megan Penny Lee		2025-06-30
Nicola Jane Harrison		2025-06-30
Simon Ainsley Cheetham		2024-06-24

Linked charities

- BRISTOL DOGS AND CATS HOME (205858-1)

Accounts

REGISTERED CHARITY NUMBER: 205858

Report of the Trustees and

Financial Statements for the Year Ended 31 December 2024

for

Bristol Animal Rescue Centre

Dunkley's
Statutory Auditor
Chartered Accountants
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Bristol Animal Rescue Centre

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Bristol Animal Rescue Centre

Report of the Trustees
for the Year Ended 31 December 2024

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. 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 object of the national Society (The Royal Society for the Prevention of Cruelty to Animals) is "to ensure animals have a good life by rescuing and caring for those in need, by advocating on behalf of all animals and by inspiring everyone to treat them with compassion and respect."

The Mission Statement of our Branch is based upon the Society's object and is: To ensure animals in need in our community receive the compassion, care and respect they deserve. We are committed to helping, healing and homing animals for as long as they need us.

The objects of our linked charity, the Bristol Dogs and Cats Home are "to promote kindness and prevent cruelty to animals by establishing and maintaining upon the land specified in the schedule hereto or upon other land in or near the City of Bristol a home, hospital or clinic for dogs, cats and other domestic animals in need of care or medical attention."

Our current strategy that covers the period from 2023-27 details the overarching goals and key activities to achieve them.

ACHIEVEMENT AND PERFORMANCE
The charity has continued to progress towards its strategic aims as set out in the 2023-27 strategy.

Animals and our community

To support our animal operations we recruited a new Head of Animal Operations in May to lead the delivery of our animal care, education and outreach goals alongside our strategic clinic work.

Within the animal home comparisons with 2023 have been positive despite significant challenges in staff recruitment and retention.

Our new fostering scheme launched in February to provide temporary, loving homes for animals identified as: not coping in the kennel environment, elderly, young, or orphaned animals whilst they undergo rehabilitation. The benefits to the animals in the foster scheme has been remarkable, with 57 registered foster carers and 94 animals who have used the scheme.

A new integrated marketing approach between the rehoming and marketing team has seen a significant improvement in adoption rates and our longest stay dog was adopted at the end of 2024. At year end we didn't have any dogs at the rescue centre who had been with the charity for longer than 6 months which is an outstanding achievement. Changes to the charity rehoming guidelines have also made it easier to adopt from us, along with improvements to our online signposting and information.

Animal home - animals cared for in 2024

	Dogs	Cats	Rabbits	Other animals	Total
Animals taken into care	330	289	21	57	697
Days care provided	10,366	12,131	1,344	2,142	25,983
Rehomed*	91	159	7	38	295

Note: The number of animals rehomed (to new homes) is only a proportion of total animals taken in as many are strays that are returned to owner or occasionally we transfer some animals to other partner organisations, if for example they would benefit from a new rehoming audience or need specific facilities that we are unable to provide. Where the number rehomed is higher than the intake number it is because we started the year with a number of animals in our care already.

To support public education we continued our communications campaigns around microchipping laws, specifically for cats, to grow awareness in the region.

In 2024 we continued our outreach programme delivering over 2,200 welfare consultations to pet owners who were struggling financially. In addition to free and low-cost health care, our outreach clinics provided a vital source of information and education, as well as being a caring and supportive source of advice for pet owners, including onward referrals to local food banks and other sources of financial support. Although slightly down on previous years numbers recorded, this was due to a change in the way we now report numbers in outreach in order to align with animal home statistics and we expect this to grow significantly in 2025.

Outlining our public benefit we delivered free cat microchipping and neutering events to low income households which contributed to the charity exceeding our cat neutering target, delivering 492 throughout 2024.

Rabbit neutering continued throughout the year as clinic referrals through our outreach work, delivering 19 neuters and numerous further health checks.

Last year, Bristol A.R.C. delivered over 100 vaccinations to animals of low income pet owners struggling to pay for the cost of keeping their animals healthy, continuing our public benefit and working in partnership with the Bristol Paws project at the University of Bristol, who also provide animal health checks. These appointments not only kept the animals healthy, but also reduced the financial strain on pet owners, preventing the need for them to relinquish their animals, keeping them in their homes.

Integrating with our fundraising team, in 2024 the charity delivered a number of talks to local schools promoting the value of responsible pet ownership and animal welfare in the community. These talks not only raised awareness of the charity and its work, but also helped to foster a future community of future pet owners and supporters that value animal welfare.

Clinic Activity Summary for 2024

Across the clinic work consultations as a total are up year on year, up by 11% alongside neutering increases. Notably there has been a significant increase in RSPCA inspectorate support hours increasing across examinations and reporting to support our partnership working.

There has been a notable drop in 24hrs inpatients due to improvements in internal processes, a positive reflection of the fact that cats are moving over to the Animal Home and foster placements quicker than previous years.

Wildlife intake has remained steady compared to 2023, but this is a stabilisation, following years of decline in intake, primarily related to our opening hours and pandemic recovery (more people back at work compared to the pandemic years, when they were more likely to encounter injured wildlife and bring it in.)

Activity	**Total to end Dec 2024 /** (fig below is to end Dec 2023)
1.Consultations/examinations (All work types)	**2,562** / 2,317
2.Neutering	**639** / 594
3.Other Surgical procedures	**202** / 215
4. Inpatients per 24hrs (All work types)	**3,839**/ 4,625
5.Outreach Clinic examinations/consultations	**2,201** / 2,526
6.Microchipping	**473** / 322
7.RSPCA Inspectorate Support (Examinations/Reports/Court etc. Hours)	**29** / 7.5
8.Wildlife Admissions	**230** / 224

To improve efficiency between our animal home and clinic operations the charity has procured Anilog, which is a new animal welfare software system to more seamlessly integrate our daily animal tasks. The migration away from Robovet took place in the last quarter of 2024 ready for the switchover in January 2025. Alongside efficiency improvements between the home and clinic the move also removes the need for servers to be situated on site and 2025 will see the charity aim to move over to a fully cloud based IT operation.

People and Support

To support our staff, an engagement process was undertaken to better understand the needs of employees, which was supported by the re-introduction of staff forums, with quarterly meetings reviewing a range of topics identified in post survey data.

From this work improvements were made to the induction programmes for both staff and volunteers and a business case was put together and approved for a new cloud based HR software system to be implemented in the first half of 2025. As well as supporting staff and managers in their HR processes, the software will also allow for improved benchmarking and monitoring.

Through 2024 salary benchmarking and job description alignment was also undertaken to give greater assurance around our pay and benefits as the charity continues to look to support our staff operation.

To support our volunteering programme volunteer inductions were revamped and new roles created to support cross organisation including continuing to support our fostering programme. To improve volunteer communication, data has been cleansed and moved into our new Donorfy system to give a more holistic view of our supporters.

The charity thanks its volunteers, supporters and corporate partners who give both the time and funding to enable Bristol Animal Rescue Centre to realise its strategic aims. We would also like to give specific mention and thanks to our retiring Chair of Trustees, Jane Snow, for her tireless work leading the charity throughout her tenure.

Fundraising and communications

In March of 2024 the charity recruited a new Head of Fundraising and Communications to start developing a new fundraising strategy to drive income and move to diversify from a high reliance on legacies. There were also recruitments across the team including a new marketing and communications manager as a new team was developed.

In a challenging fundraising environment driven by wider economic uncertainty the charity still finished the year with fundraised income

of £245K and £35K of Gift Aid, alongside £2.1m of legacy income - a combined total of £2.4m.
Income from appeals increased by 51% with a more integrated approach between marketing and fundraising. The strategy continues to focus on recruiting more regular donors to the charity, either through sponsoring a dog kennel, cat cabin or small animal pod, or through playing our weekly lottery, to secure more sustainable and predictable income relating individual donations to tangible work or community outreach programmes.

Most significantly Income from corporate partnerships increased by 163% with a renewed focus from our partnerships team and a plan has been put in place to build partnerships for both our animal and community work sourcing grant funding to compliment our work in 2025 . We saw a lot of interest in corporate volunteering and mutually beneficial partnerships which led us to launch our new Business Patrons programme in January 2025.

2024 saw a dip in our Community Fundraising income which was attributed to fewer Bristol A.R.C. organised events, less challenge event participation and fewer third party fundraisers being organised. We have a new community fundraising strategy in place to set this income stream back in the right direction, to be led by a new Community Fundraising Officer in 2025.

Fundraising expenditure was £31k under budget which was largely attributed to underspend in salaries as vacancies remained open for longer in a challenging fundraising environment.

Fundraising Compliance

We continue our commitment to working with the Fundraising Regulator and the Fundraising Preference Service (FPS).

Specific assurances in response to current SORP requirements are provided as follows:

- Our fundraising approach is based on the budgeted needs identified and approved by the Board of Trustees at the beginning of the financial year. We employ a small team of professional fundraisers to deliver the targets and initiatives set each year. Each member of the team receives regular training in compliance requirements and fundraising standards. We pursue a variety of fundraising activities throughout each twelve month period and seek to involve suitably trained volunteers in many activities. We undertake public collections, run events, place collection tins in local retail outlets as well as running appeals and challenge activities to raise funds and awareness for our cause. The majority of our funds are received as legacies but we are seeking to increase the proportion of non legacy income;

- We do not employ any third party fundraising agencies or have activities carried out on our behalf by commercial participators;

- We are not aware of any failures to comply with fundraising standards or related schemes of regulation by us or others acting on our behalf;

- We monitor fundraising activities by others in aid of our cause by ensuring that everyone volunteering to fundraise for us does so 'in aid' of us. Such fundraisers are also given guidance on best fundraising practice, and supplied with a specific logo stating that they are fundraising 'in aid of Bristol A.R.C.' to use with any materials that they create. During street or bucket collections, all volunteers are informed of the expected fundraising behaviour and policies;

- We received no complaints about our fundraising activities during 2024. We received suppression requests through the Fundraising Preference Service. None of the requests were on any of our systems but all checks were carried out promptly across site;

- In order to protect vulnerable people with regard to our fundraising activities all members of our Fundraising and Communications Team understand the requirements of the Institute of Fundraising Guidelines on 'Treating Donors Fairly' and this forms part of new staff inductions. This information has also been used to inform our policy on vulnerable donors, and we are monitoring the availability of further training opportunities.

Public benefit statement

Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our charitable aims and objectives and in preparing the new Strategy. While Trustees believe that all activities to prevent cruelty to and enhance the wellbeing of animals also benefit the public, they have identified the following activities in particular that demonstrate our commitment to public benefit:

a) Providing free and low cost veterinary provision, through our outreach clinics and neutering programmes, for those members of the public who might otherwise find it difficult to access or pay for such services.
b) Taking responsibility for animals whose owners are no longer able to care for them.
c) Providing education, information and advice to children and adults on animal welfare matters.
d) Working with Bristol City Council to provide care and rehoming facilities for stray dogs.
e) Supporting the RSPCA Inspectorate to help people and their pets in greatest need.
f) Providing volunteering, corporate support, and employment opportunities.

FINANCIAL REVIEW

Financial position

Total income for the year was £2.7 million, a 72% increase compared to 2023 income (£1.6 million). The increase was predominantly due to increased legacy income - £2.1 million in 2024 compared to £1.1 million in 2023. However, this is likely to be a one-off increase, due to a catch up on probates following Covid-19 delays. Donation income increased by 11% to £245K which was driven by a 163% increase in corporate fundraising (additional £18K) and an increase of £22K in restricted appeals. With recruitment challenges in the team 2024 saw a reduction in Trust and Foundation applications which resulted in less grants awarded income (down £12K) but new resource and focus should see a significant increase in 2025.

Other income from charitable activities saw a significant increase in revenue from the Bristol Dog Warden contract generating £93K, an increase of 64% and through RSPCA income (increase £19K). There was a small increase in animal adoption income (£4K) and static clinic revenues year on year. This contributed to an overall increased income from charitable activities of £57K. Other trading activity grew £14K driven by an elevated retail performance.
Expenditure increased by 11% to £1.9 million (£1.7 million in 2023). The increase was partly in relation to staff costs due to increases in minimum wage and the recruitment of a new section head to improve both operational and revenue performance over the near term. This saw staff costs increase by £182K (15%). Premises and maintenance costs also account for increases (30%) and a growth in training supporting staff development (£6K increase).

Our overall portfolio market value at the year-end had grown in values, driven by strengthening markets. The performance of the portfolio generated an income of £48k (£43k - 2023).

Overall, the net position for the year was a £937k surplus (2023 - £29K deficit) driven largely by the performance of legacy income but also improvements in our fundraising delivery. However with uncertainty around legacy figures there is a continued emphasis on hedging through realising other income stream activity.

Investment policy

The trustees wish to pursue an investment strategy of diversified assets predominately including government bonds and other fixed interest securities, UK and overseas shares, property and cash deposits, but not excluding alternative investments that may use derivatives for hedging purposes, private equity, commodities and foreign currencies.

Providing an income from the designated investments is a primary objective for supplementing the charity's other sources of income. The capital value of the investment portfolio should be maintained in real terms, after allowing for the effects of inflation, over the medium to long term, commensurate with the level of risk the trustees deem necessary in achieving these objectives.

The Investment Manager is required to provide half yearly reports to include: portfolio valuation of all investments held, detailed transaction and income statements, investment review and commentary. Each year, statements provide accounting information of all tax deducted from income received. Additionally, each year the Investment Manager presents their investment portfolio review to the trustees and ad hoc valuations are available upon request with electronic versions online.

The trustees are required to review the Investment Policy Statement each year. Any change in policy or the investment objectives is conveyed to and agreed with the Investment Manager on a timely basis. The current policy includes strict guidelines on the type of investments the trustees believe to be compatible with the ethical position of the charity, including avoidance of investments in companies involved in animal testing.

FINANCIAL REVIEW

Reserves policy

The aim of the policy is to reflect the trustees' objective of maintaining a sound financial base for the charity that enables both stability and growth. To achieve this, the trustees seek to manage the charity's financial reserves in accordance with the policy and the requirements of the charity's risk management strategy
The charity will hold financial reserves in accordance with the following structure:

1. A sum equal to six months operating costs will be held in case of any urgent and/or unforeseen impacts on our ability to operate, such as a major decline in income. Due to the nature of our service provision, six months operating costs would be essential to meet welfare needs if we ever needed to amend or cease our operating model.

As at December 2024 this equates to £0.7m.

At the year end, unrestricted reserves were £0.8m (2023 – £1.1m).

2. A sum that is held to provide for significant capital projects. Over the last year we have been progressing work to identify the feasibility of a relocation due to pressures on our current site from development in the area. The amount required for relocation has increased as land acquisition, potential demolition and construction project cost estimates start to become better understood as the programme moves forwards.

As at December 2024 this amounts to £3.0m held in designated funds.

3. A sum that will be held to mitigate up to 2 years' poor performance on income generation, including legacies, due to influences beyond our control. Legacies currently make up over 70% of the charity's income and a low level of receipts in any one year would present a significant risk to the operation of the charity. Legacy processing and fundraising have been impacted by Covid and the Cost of Living crisis and it is important to maintain this safety net in order that we can sustain our animal welfare provision.

As at December 2024 this amounts to £0.4m held in designated funds.

4. Buildings and equipment used to provide our core rehoming and clinic services are classified as designated funds and represented in fixed assets.

As at December 2024 this amounts to £2.1m held in designated funds.

The specific sums held will be quantified annually together with any changes to the charity's risk management profile and represented in the accounts in accordance with the structure noted above.

The trustees intend to sustain the level of reserves to ensure that they can meet all these contingencies with the aim of continuing the commitments to animal welfare the charity has taken responsibility for. It is the intention of the trustees to review this policy and agree to any revisions annually.

At the year end, designated reserves were £5.5m (2023 – £4.2m).

FUTURE PLANS

In 2025 the charity is aiming to complete the merger of the separate charities and move to form a single CIO through consultation with the Charity Commission. Work is underway supported by the national RSPCA and will provide a number of benefits including one company structure, streamlining administration and payroll services and aligning the objects of both charities under the CIO framework.

As outlined in the strategy the charity will also continue to move forwards with the relocation plans to identify and develop plans to move away from the Temple Quarter regeneration zone and get an understanding of the cost of building a purpose designed rescue centre and identify a site more suitable for the needs of the animals in our care.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

The Bristol and District Branch (Charity Number: 205858) was originally formed under the title of The Bristol and Clifton Branch in 1842 as an unincorporated body. The Charity Commissioners granted a certificate of incorporation of the Trustees of the charity by the name of "The Incorporated Trustees of the RSPCA - Bristol and District Branch". The certificate was issued on 13 April 2006. The branch is governed in accordance with the rules set by the national charity the Royal Society for the Prevention of Cruelty to Animals.

Bristol Dogs and Cats Home is governed by a Scheme set up on 4 December 1953 by an order of the Charity Commission. On 27 June 2012 a resolution was passed that "The Bristol Dogs and Cats Home Trust" ("the Trust") be constituted as the managing Trustee of Bristol Dogs and Cats Home ("the Home").

The Branch and the Home are registered with the Charity Commission for England and Wales as linked charities sharing the same number. In January 2018, the two charities adopted the working names of Bristol Animal Rescue Centre (Bristol A.R.C.) to enable them to promote their charitable activities on behalf of Bristol's animals more effectively to the public.

The Trustees will continue to closely monitor the financial operations of the charity with the CEO and Senior Management Team and seek the professional guidance of the charity's professional financial and investment advisors. Ongoing monitoring will also continue to ensure compliance for our fundraising and communication activities. Trustees undertake training courses on governance and other relevant subjects that are provided at little or no charge by our professional advisors and charity support organisations.

Recruitment and training of trustees

The managing Trustees are the Incorporated Trustees of the RSPCA Bristol and District Branch. The Board of Trustees is elected every year from the members of the RSPCA Bristol Branch at the Annual General Meeting of the Branch. The Board must consist of not less than five or more than fourteen elected by the members, plus 3 co-opted Trustees are allowed at any one time. It is a requirement that Trustees have been members of the Branch for 3 months or more.

Each year Trustees review the skills and experience the Board requires. Role descriptions for new trustees are drafted with reference to the results of this review and advertised widely online. Supporters of the Charity who express an interest in the Trusteeship are initially offered the opportunity to meet with the Chair, other Trustees and/or the CEO to discuss the role and responsibilities of the Trusteeship in relation to the Charity's activities. If appropriate, they are then invited to attend a number of Board meetings as observers.

The Directors of the Trust are the Branch Trustees.

An information pack containing Charity Commission CC3, RSPCA Animal Welfare Policies, and Guidelines for Branch Trustees and other relevant information is provided for each Trustee. In addition, all new Trustees have an induction at the Charity's Albert Road HQ meeting with the CEO and Senior Managers, touring the site and being introduced to staff. Trustees are also provided with full copies of the current Strategy Plan, Annual Report and Accounts and meeting minutes. Information is provided about Trustee training days organised both internally and by external providers.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The trustees are responsible for identifying and managing the major risks facing the charity that might significantly alter or undermine the capacity of the charity to fulfil its objectives. Risks are classified in the headings below in a risk management register that is regularly reviewed.

The major risks to which the charity is exposed, as identified by the trustees is summarised under six headings in the risk register as follows:

- Governance e.g. oversight of strategy, Trustee recruitment, retention and expertise, management of conflicts of interest.
- Operational e.g. Animal welfare, commercial contracts, asset security, health & safety, IT systems.
- People/ HR e.g. recruitment and retention, safeguarding, compliance with HR legal requirements
- Financial e.g. investments, cash, debtors, fraud, fund raising, budgetary controls, legacies.
- Reputation and External factors e.g. online profile, media interest, relations with supporters / funders / clients / other animal welfare charities / professional bodies and the effect of changes in e.g. government policies.
- Compliance e.g. legal obligations, licence conditions, charity regulations, Data Protection and Fundraising regulations, RSPCA rules.

Risks were reviewed on a regular basis throughout the year at Trustee subcommittee meetings and reported back to the Board on a regular basis, with an updated risk register being presented and approved by Trustees at least annually.

As a result of the reviews, Trustees confirmed that they are satisfied with arrangements for managing the risks identified and are currently satisfied with the risk scores for each area.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

205858

Principal address

48-50 Albert Road
St Philips
Bristol
BS2 0XA

Trustees

Auditors

Dunkley's
Statutory Auditor
Chartered Accountants
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued

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

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

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

Approved by order of the board of trustees on 26/06/2025 and signed on its behalf by:

....

Trustee Victoria Farrelly

Report of the Independent Auditors to the Trustees of
Bristol Animal Rescue Centre

Opinion
We have audited the financial statements of Bristol Animal Rescue Centre (the 'charity') for the year ended 31 December 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:
- give a true and fair view of the state of the charity's affairs as at 31 December 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion
We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

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

Other information
The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.
In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception
We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:
- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees
As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.
In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Report of the Independent Auditors to the Trustees of Bristol Animal Rescue Centre

Our responsibilities for the audit of the financial statements
We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

Identifying and assessing potential risks related to irregularities

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and business performance including the design of the company's remuneration policies, bonus levels and performance targets;

- any matters we identified, having obtained and reviewed the company's documentation of their policies and procedures relating to:

- identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;

- detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;

- the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;

- the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud and identified the greatest potential for fraud in the areas of management override of controls, and revenue recognition.

We also obtained an understanding of the legal and regulatory framework that the company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements.

Audit response to risks identified

Our procedures to respond to risks identified included the following:

- enquiring of management, concerning actual and potential litigation and claims;

- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;

- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members, and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Dunkleys

Dunkley's
Statutory Auditor
Chartered Accountants
Woodlands Grange
Woodlands Lane
Bradley Stoke
Bristol
BS32 4JY

Date: 26/06/2025

Bristol Animal Rescue Centre

Statement of Financial Activities
for the Year Ended 31 December 2024

	Notes	Unrestricted fund £	Designated funds £	Restricted funds £	31.12.24 Total funds £	31.12.23 Total funds £
INCOME AND ENDOWMENTS FROM						
Donations and legacies	3	2,402,738	-	-	2,402,738	1,353,080
Charitable activities	6					
Charitable activities		194,073	-	8,000	202,073	144,985
Other trading activities	4	40,742	-	-	40,742	27,218
Investment income	5	48,599	-	-	48,599	42,782
Other income		100	-	-	100	-
Total		2,686,252	-	8,000	2,694,252	1,568,065
EXPENDITURE ON						
Raising funds	7	288,313	-	-	288,313	279,134
Charitable activities	8					
Charitable activities		1,494,071	83,826	832	1,578,729	1,396,251
Total		1,782,384	83,826	832	1,867,042	1,675,386
Net gains on investments		109,913	-	-	109,913	78,582
NET INCOME/(EXPENDITURE)		1,013,781	(83,826)	7,168	937,123	(28,739)
Transfers between funds	19	(1,311,295)	1,312,666	(1,371)	-	-
Net movement in funds		(297,514)	1,228,840	5,797	937,123	(28,739)
RECONCILIATION OF FUNDS						
Total funds brought forward		1,125,118	4,248,209	4,732	5,378,059	5,406,798
TOTAL FUNDS CARRIED FORWARD		827,604	5,477,049	10,529	6,315,182	5,378,059

The notes form part of these financial statements

Bristol Animal Rescue Centre

Balance Sheet
31 December 2024

	Notes	Unrestricted fund £	Designated funds £	Restricted funds £	31.12.24 Total funds £	31.12.23 Total funds £
FIXED ASSETS						
Tangible assets	13	-	2,077,049	-	2,077,049	2,148,208
Investments	14	-	1,428,339	-	1,428,339	1,481,867
		-	3,505,388	-	3,505,388	3,630,075
CURRENT ASSETS						
Stocks	15	30,476	-	-	30,476	19,191
Debtors	16	213,021	1,771,661	-	1,984,682	1,234,948
Cash at bank		713,639	200,000	10,529	924,168	606,106
		957,136	1,971,661	10,529	2,939,326	1,860,245
CREDITORS						
Amounts falling due within one year	17	(129,532)	-	-	(129,532)	(112,261)
NET CURRENT ASSETS		827,604	1,971,661	10,529	2,809,794	1,747,984
TOTAL ASSETS LESS CURRENT LIABILITIES		827,604	5,477,049	10,529	6,315,182	5,378,059
NET ASSETS		827,604	5,477,049	10,529	6,315,182	5,378,059
FUNDS	19					
Unrestricted funds					6,304,653	5,373,327
Restricted funds					10,529	4,732
TOTAL FUNDS					6,315,182	5,378,059

The financial statements were approved by the Board of Trustees and authorised for issue on 26/06/2025 and were signed on its behalf by:

....

Trustee Victoria Farrelly

The notes form part of these financial statements

Bristol Animal Rescue Centre

Cash Flow Statement
for the Year Ended 31 December 2024

	Notes	31.12.24 £	31.12.23 £
Cash flows from operating activities			
Cash generated from operations	1	115,082	35,464
Net cash provided by operating activities		115,082	35,464
Cash flows from investing activities			
Purchase of tangible fixed assets		(12,667)	-
Sale of tangible fixed assets		100	-
Investment management fees		(13,895)	(14,658)
Proceeds from the sale of investments		355,384	575,199
Purchase of investments		(165,965)	(384,213)
Interest received		7,926	1,749
Dividends received		40,673	41,033
Net cash provided by investing activities		211,556	219,110
Change in cash and cash equivalents in the reporting period		326,638	254,573
Cash and cash equivalents at the beginning of the reporting period		610,803	356,240
Cash and cash equivalents at the end of the reporting period		937,441	610,813

The notes form part of these financial statements

Bristol Animal Rescue Centre

Notes to the Cash Flow Statement
for the Year Ended 31 December 2024

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.12.24	31.12.23
	£	£
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	937,123	(28,739)
Adjustments for:		
Depreciation charges	83,826	83,856
Gain on investments	(127,315)	(78,582)
Profit on disposal of fixed assets	(100)	-
Interest received	(7,926)	(1,749)
Dividends received	(40,673)	(41,033)
Investment management fees	13,895	14,658
Increase in stocks	(11,285)	-
(Increase)/decrease in debtors	(749,734)	111,436
Increase/(decrease) in creditors	17,271	(24,383)
Net cash provided by operations	115,082	35,464

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.24	Cash flow	At 31.12.24
	£	£	£
Net cash			
Cash at bank	606,106	318,062	924,168
Cash held in investments	4,707	8,576	13,283
	610,813	326,638	937,451
	610,813	326,638	937,451
Total	610,813	326,638	937,451

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

These financial statements consolidate the results of the Bristol and District Branch of the Royal Society for the Prevention of Cruelty to Animals and those of the Bristol Dogs and Cats Home which are linked charities.

Going concern

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

Income

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

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

Charitable activities income generated through clinic and rehoming fees are recognised at point of sale. Retail shop and rental income is also recognised at point of sale with general fundraising income being recognised at point of receipt.

Donated services and facilities

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

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

Donated goods are recognised at the point of donation where the value is measurable, otherwise they are recognised at the point of sale and at the actual value realised for the sale of goods.

continued...

1. **ACCOUNTING POLICIES - continued**

Income

Interest receivable

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

Expenditure and irrecoverable vat

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.
The charity is partially exempt and irrecoverable VAT is allocated across cost categories using the support cost allocation basis set out below.

Allocation of support and governance costs

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

	2024	2023
Raising funds	19.17%	17.9%
Charitable activities	80.83%	82.1%

The cost of raising funds includes investment management fees.

Tangible fixed assets

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

Freehold building straight line over expected useful life (50 years)
Motor vans and equipment straight line over 4 - 5 years
Freehold land not depreciated

Items of equipment are capitalised where the purchase price exceeds £2,000

Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Investment income and gains and losses are allocated to unrestricted funds.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

continued...

1. ACCOUNTING POLICIES - continued

Listed investments
Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Debtors
Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand
Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors
Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments
The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

Accrued legacy income
Legacy income is accrued when receipt is considered probable, when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

2. ACCOUNTING ESTIMATES AND KEY JUDGEMENTS

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

continued...

3. DONATIONS AND LEGACIES

	31.12.24	31.12.23
	£	£
Donations	245,300	220,847
Gift aid	35,297	30,109
Legacies	2,122,141	1,102,124
	2,402,738	1,353,080

4. OTHER TRADING ACTIVITIES

	31.12.24	31.12.23
	£	£
Shop income	9,656	2,599
Sundry rental income	25,487	24,587
Other fundraising income	5,599	32
	40,742	27,218

5. INVESTMENT INCOME

	31.12.24	31.12.23
	£	£
Dividends received	40,673	41,033
Deposit account interest	7,926	1,749
	48,599	42,782

6. INCOME FROM CHARITABLE ACTIVITIES

		31.12.24	31.12.23
	Activity	£	£
Dog warden income	Animal home	92,923	56,669
Grants	Fundraising	12,413	16,735
RSPCA income	Fundraising	32,113	13,107
Adoptions	Animal home	41,300	37,285
Subsidised vet fees	Clinic	23,324	21,189
		202,073	144,985

continued...

7. RAISING FUNDS

Raising donations and legacies

	31.12.24	31.12.23
	£	£
Staff costs	148,592	164,211
Room hire and events costs	4,576	4,005
Fundraising costs	11,076	4,772
Support costs	85,050	68,404
	249,294	241,392

Other trading activities

	31.12.24	31.12.23
	£	£
Printing and design	11,769	9,573
Subscriptions and licences	3,403	1,592
Travel and subsistence	452	3,231
Premise and maintenance costs	9,500	8,690
	25,124	23,086

Investment management costs

	31.12.24	31.12.23
	£	£
Portfolio management	13,895	14,658

Aggregate amounts	288,313	279,134

8. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 9)	Totals
	£	£	£
Charitable activities	1,220,163	358,566	1,578,729

continued...

9. SUPPORT COSTS

	Governance costs
	£
Charitable activities	443,616

		Governance costs
		£
Staff costs (note 11)		312,262
Communications		16,934
Subscriptions, licences and charges		2,923
Travel and subsistence		3,968
Premises and maintenance costs		59,606
Website and database development		2,741
Insurance		8,607
Audit and accountancy		6,300
Professional and legal		14,673
HR, training and development costs		9,780
Irrecoverable VAT		5,550
Miscellaneous costs		272
Sub-total		**443,616**
Allocation of support and governance costs:		
Raising funds	85,050	
Charitable activities	358,566	

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

11. STAFF COSTS

	31.12.24	31.12.23
	£	£
Wages and salaries	1,208,525	1,056,739
Social security costs	104,161	83,557
Other pension costs	48,932	39,105
	1,361,618	1,179,401

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

	31.12.24	31.12.23
Charitable	42	40
Fundraising	5	6
Support	10	6
	57	52

continued...

11. STAFF COSTS - continued

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.12.24	31.12.23
£60,001 - £70,000	1	1

The key management personnel of the charity comprise the Trustees, the Chief Executive Officer, the Finance Manager, the Fundraising & Communications Manager, the Facilities, Health & Safety, and Administration Manager, the Animal Home Manager, the Principal Veterinary Surgeon, the Head of Animal Operations and the HR Manager. The total employee benefits of the key management personnel were £405,075 (2023: £309,378).

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Designated funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM				
Donations and legacies	1,337,094	-	15,985	1,353,080
Charitable activities				
Charitable activities	144,985	-	-	144,985
Other trading activities	27,218	-	-	27,218
Investment income	42,782	-	-	42,782
Total	1,552,079	-	15,985	1,568,065
EXPENDITURE ON				
Raising funds	330,414	-	-	330,414
Charitable activities				
Charitable activities	1,238,383	83,856	22,733	1,344,972
Total	1,568,797	83,856	22,733	1,675,386
Net gains on investments	78,582	-	-	78,582
NET INCOME/(EXPENDITURE)	61,864	(83,855)	(6,748)	(28,739)
Transfers between funds	(99,245)	100,000	(755)	-
Net movement in funds	(37,381)	16,145	(7,503)	(28,739)
RECONCILIATION OF FUNDS				
Total funds brought forward	1,162,499	4,232,064	12,235	5,406,798
TOTAL FUNDS CARRIED FORWARD	1,125,118	4,248,209	4,732	5,378,059

continued...

13. TANGIBLE FIXED ASSETS

	Freehold property £	Motor vans and equipment £	Totals £
COST			
At 1 January 2024	4,266,980	333,703	4,600,683
Additions	-	12,667	12,667
At 31 December 2024	4,266,980	346,370	4,613,350
DEPRECIATION			
At 1 January 2024	2,138,079	314,396	2,452,475
Charge for year	76,159	7,667	83,826
At 31 December 2024	2,214,238	322,063	2,536,301
NET BOOK VALUE			
At 31 December 2024	2,052,742	24,307	2,077,049
At 31 December 2023	2,128,901	19,307	2,148,208

Included in freehold property is freehold land at a cost of £459,020 (2023: £459,020) which is not depreciated

14. FIXED ASSET INVESTMENTS

	Listed securities £	Cash £	31.12.24 £	31.12.23 £
Market value as at 1 January 2024	1,477,160	4,707	1,481,867	1,617,943
Additions	165,965	-	165,965	384,213
Disposals proceeds	(355,348)	-	(355,348)	(575,199)
Gains / (losses)	127,279	-	127,279	78,583
Cash movement	-	8,576	8,576	(23,673)
Market value as at 31 December 2024	1,415,056	13,283	1,428,339	1,481,867

Investments are market value comprise:	31.12.24 £	31.12.23 £
Listed investments	1,415,056	1,477,160
Cash held by brokers	13,283	4,707
	1,428,339	1,481,867

continued...

15. STOCKS

	31.12.24	31.12.23
	£	£
Stocks	30,476	19,191

16. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Trade debtors	29,254	18,051
Other debtors	3,867	29,663
VAT	11,766	12,932
Accrued legacies	1,896,312	1,136,312
Accrued income	13,866	23,410
Prepayments	29,617	14,580
	1,984,682	1,234,948

17. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.24	31.12.23
	£	£
Trade creditors	53,265	35,939
Social security and other taxes	41,514	40,508
Other creditors	17,638	14,055
Accruals and deferred income	17,115	21,759
	129,532	112,261

18. LEASING AGREEMENTS

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

	31.12.24	31.12.23
	£	£
Within one year	2,500	6,660
Between one and five years	-	2,500
	2,500	9,160

continued...

19. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	Transfers between funds £	At 31.12.24 £
Unrestricted funds				
General fund	1,125,118	1,013,781	(1,311,295)	827,604
Tangible fixed assets	2,148,209	(83,826)	12,666	2,077,049
Capital projects	1,700,000	-	1,300,000	3,000,000
Legacy contingency fund	400,000	-	-	400,000
	5,373,327	929,955	1,371	6,304,653
Restricted funds				
Kennel improvements	1,228	(705)	(375)	148
Rehoming staff room	246	(127)	(119)	-
Dog sensory garden	3,258	-	(877)	2,381
Animal friends insurance	-	3,000	-	3,000
The Prowting Charitable Foundation	-	5,000	-	5,000
	4,732	7,168	(1,371)	10,529
TOTAL FUNDS	5,378,059	937,123	-	6,315,182

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	2,686,252	(1,782,384)	109,913	1,013,781
Tangible fixed assets	-	(83,826)	-	(83,826)
	2,686,252	(1,866,210)	109,913	929,955
Restricted funds				
Kennel improvements	-	(705)	-	(705)
Rehoming staff room	-	(127)	-	(127)
Animal friends insurance	3,000	-	-	3,000
The Prowting Charitable Foundation				
	5,000	-	-	5,000
	8,000	(832)	-	7,168
TOTAL FUNDS	2,694,252	(1,867,042)	109,913	937,123

continued...

19. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
Unrestricted funds				
General fund	1,162,499	61,864	(99,245)	1,125,118
Tangible fixed assets	2,232,064	(83,855)	-	2,148,209
Capital projects	1,700,000	-	-	1,700,000
Legacy contingency fund	300,000	-	100,000	400,000
	5,394,563	(21,991)	755	5,373,327
Restricted funds				
Wellbeing suite improvements	755	-	(755)	-
Kennel improvements	3,103	(1,875)	-	1,228
Rehoming staff room	305	(59)	-	246
Dog sensory garden	8,072	(4,814)	-	3,258
	12,235	(6,748)	(755)	4,732
TOTAL FUNDS	5,406,798	(28,739)	-	5,378,059

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	1,552,079	(1,568,797)	78,582	61,864
Tangible fixed assets	1	(83,856)	-	(83,855)
	1,552,080	(1,652,653)	78,582	(21,991)
Restricted funds				
Kennel improvements	-	(1,875)	-	(1,875)
Regular giving	800	(800)	-	-
RSPCA Regional Grant - cat neutering	15,185	(15,185)	-	-
Rehoming staff room	-	(59)	-	(59)
Dog sensory garden	-	(4,814)	-	(4,814)
	15,985	(22,733)	-	(6,748)
TOTAL FUNDS	1,568,065	(1,675,386)	78,582	(28,739)

continued...

19. MOVEMENT IN FUNDS - continued

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

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.24 £
Unrestricted funds				
General fund	1,162,499	1,075,645	(1,410,540)	827,604
Tangible fixed assets	2,232,064	(167,681)	12,666	2,077,049
Capital projects	1,700,000	-	1,300,000	3,000,000
Legacy contingency fund	300,000	-	100,000	400,000
	5,394,563	907,964	2,126	6,304,653
Restricted funds				
Wellbeing suite improvements	755	-	(755)	-
Kennel improvements	3,103	(2,580)	(375)	148
Rehoming staff room	305	(186)	(119)	-
Dog sensory garden	8,072	(4,814)	(877)	2,381
Animal friends insurance	-	3,000	-	3,000
The Prowting Charitable Foundation	-	5,000	-	5,000
	12,235	420	(2,126)	10,529
TOTAL FUNDS	5,406,798	908,384	-	6,315,182

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	4,238,331	(3,351,181)	188,495	1,075,645
Tangible fixed assets	1	(167,682)	-	(167,681)
	4,238,332	(3,518,863)	188,495	907,964
Restricted funds				
Kennel improvements	-	(2,580)	-	(2,580)
Regular giving	800	(800)	-	-
RSPCA Regional Grant - cat neutering	15,185	(15,185)	-	-
Rehoming staff room	-	(186)	-	(186)
Dog sensory garden	-	(4,814)	-	(4,814)
Animal friends insurance	3,000	-	-	3,000
The Prowting Charitable Foundation	5,000	-	-	5,000
	23,985	(23,565)	-	420
TOTAL FUNDS	4,262,317	(3,542,428)	188,495	908,384

continued...

19. MOVEMENT IN FUNDS - continued

Purposes of restricted funds

Wellbeing suite improvements	Appeal funds were allocated to make improvements in the Wellbeing Suite.
Kennel improvements	A grant from Animal Friends and an individual donation has been allocated to make improvements to kennel accommodation for the dogs in the Rehoming Centre.
Regular giving	Regular givers have requested that their contributions be allocated specifically to either dogs or cats upkeep.
RSPCA Regional Grant	RSPCA South West Regional Board awarded us a grant to carry out cat neutering.
Rehoming staff room	Restricted grant income for improvements to the animal home staff room.
Dog sensory garden	Public appeal to fund a new sensory garden for the dogs onsite.
Animal friends insurance	Vet fees towards french bulldogs and other high medical needs dogs.
The Prowting Charitable Foundation	Renovation of indoor training and roof grant.

20. RELATED PARTY DISCLOSURES

In addition to their time, the trustees often provide support to the charity in the form of monetary donations. During the year the trustees, in aggregate, made donations of £nil (2023: £766).

21. CONTINGENT ASSETS

As at 31 December 2024 the charity had been notified of one legacy with a value of approximately £510,000. Receipt of funds is contingent on the granting of probate and/or the sale of properties, therefore income recognition criteria has not been met. Consequently no accrual has been made in the financial statements. There were two contingent assets in the prior year with a combined value of £420,000.

Bristol Animal Rescue Centre

Detailed Statement of Financial Activities
for the Year Ended 31 December 2024

	31.12.24	31.12.23
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	245,300	220,847
Gift aid	35,297	30,109
Legacies	2,122,141	1,102,124
	2,402,738	1,353,080
Other trading activities		
Shop income	9,656	2,599
Sundry rental income	25,487	24,587
Other fundraising income	5,599	32
	40,742	27,218
Investment income		
Dividends received	40,673	41,033
Deposit account interest	7,926	1,749
	48,599	42,782
Charitable activities		
Dog warden income	92,923	56,669
Grants	12,413	16,735
RSPCA income	32,113	13,107
Adoptions	41,300	37,285
Subsidised vet fees	23,324	21,189
	202,073	144,985
Other income		
Gain on sale of tangible fixed assets	100	-
Total incoming resources	2,694,252	1,568,065
EXPENDITURE		
Raising donations and legacies		
Wages	130,842	146,331
Social security	12,630	12,071
Pensions	5,120	5,809
Room hire and events costs	4,576	4,005
Fundraising costs	11,076	4,772
	164,244	172,988
Other trading activities		
Printing and design	11,769	9,573
Carried forward	11,769	9,573

Bristol Animal Rescue Centre

Detailed Statement of Financial Activities
for the Year Ended 31 December 2024

	31.12.24	31.12.23
	£	£
Other trading activities		
Brought forward	11,769	9,573
Subscriptions and licences	3,403	1,592
Travel and subsistence	452	3,231
Premise and maintenance costs	9,500	8,690
	25,124	23,086
Investment management costs		
Portfolio management	13,895	14,658
Charitable activities		
Wages	816,155	684,221
Social security	61,841	50,699
Pensions	22,768	19,719
Clinic costs	124,894	121,421
Rehoming centre costs	110,679	142,237
Freehold property	76,159	76,160
Fixtures and fittings	6,525	-
Motor vehicles	1,142	7,696
	1,220,163	1,102,153
Support costs		
Governance costs		
Wages	261,528	226,187
Social security	29,690	20,787
Pensions	21,044	13,577
Auditors' remuneration	6,300	8,500
Insurance	8,607	9,051
Telephone	16,934	14,885
Sundries	272	47
Legal and professional fees	14,673	500
HR, training and development	9,780	3,450
Subscriptions and licences	2,923	2,023
Travel and subsistence	3,968	5,913
Website and development costs	2,741	949
Premise and maintenance costs	59,606	47,074
Irrecoverable debt	5,550	9,558
	443,616	362,501
Total resources expended	1,867,042	1,675,386
Net income/(expenditure) before gains and losses	827,210	(107,321)
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	109,913	78,582
Net income/(expenditure)	937,123	(28,739)

Accounts

Charity no. 205858

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report and Audited Financial Statements

31 December 2023

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Reference and administrative details

For the year ended 31 December 2023

Charity number	205858	
Registered office and operational address	48 Albert Road St Philips Bristol BS2 0XA	
Trustees	The trustees who served during the year and up to the date of this report were as follows:	
	Christopher Cowley	
	Galina Staneva	
	Helen Paterson	resigned 1 January 2024
	James Burge	
	Jane Snow	
	Jonathan Parker	resigned 26 June 2023
	Linda Harper	
	Marie Aitken	resigned 11 September 2023
	Ryan Peek	appointed 12 June 2023
	Victoria Farrelly	
Bankers	CAF 25 Kings Hill Avenue West Mailing Kent ME19 4JQ	Barclays Bank Plc 4-5 Southgate Street Bath BA1 1AQ
	NatWest Bank plc 40 Queens Road Bristol BS8 1RF	
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ	
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD	

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report of the trustees

For the year ended 31 December 2023

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Trust Deed and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The object of the national Society (The Royal Society for the Prevention of Cruelty to Animals) is "to ensure animals have a good life by rescuing and caring for those in need, by advocating on behalf of all animals and by inspiring everyone to treat them with compassion and respect."

The Mission Statement of our Branch is based upon the Society's object and is: *To ensure animals in need in our community receive the compassion, care and respect they deserve. We are committed to helping, healing and homing animals for as long as they need us.*

The objects of our linked charity, the Bristol Dogs and Cats Home are "to promote kindness and prevent cruelty to animals by establishing and maintaining upon the land specified in the schedule hereto or upon other land in or near the City of Bristol a home, hospital or clinic for dogs, cats and other domestic animals in need of care or medical attention."

Our current strategy that covers the period from 2023-27 details the overarching goals and key activities to achieve them.

Achievements and Performance in report period

In line with our objectives for 2023 we achieved the following:

Objectives - Animals:

Objectives	***Achievements***
1. We will take action to prevent animals from experiencing poor welfare in the first place; 2. The animals identified as being most in need in our branch area will have better access to the services that they need to meet their welfare needs; 3. There will be increased accessibility of services to meet the needs of pet owners; and 4. Where possible, we will support pets to stay in their homes.	▪ We delivered 2,689 community outreach consultations, a 21% increase from 2022; ▪ We delivered a successful community vaccination campaign for 109 dogs and 64 cats; ▪ We partnered with a local rabbit charity to increase access to neutering and vaccination support for rabbits; ▪ We completed a community research project to find out what people and their pets need, to feed into our future prevention work; and ▪ We shared information and advice through school visits, community events and on our website and social media to support pet owners. We reached over 1,200 people through our school and community talks.

5. We will prioritise our support to animals most in need in our branch area; and 6. We will ensure animals in our care receive excellent standards of care and that their onward journey is one that maximises welfare for them.	▪ Demand for spaces is always beyond our capacity, so we worked to develop systems to help manage our capacity and to prioritise those animals most in need. These include lost or abandoned animals, those identified as being in high welfare need by the RSPCA inspectorate, and animals relinquished from the public in urgent need; and ▪ In 2023 we renewed our stray dog contract with Bristol City Council. We accept all stray dogs (237 in 2023) to provide them with a safe place to stay and any immediate veterinary care, whilst we try to locate their owners; ▪ We developed and launched our new fostering scheme to ensure that animals that would benefit from some in-home care as part of their rehabilitation have that opportunity and to help our capacity; ▪ We reviewed our clinic standards as part of the RCVS Practice Standards Scheme to ensure that we are providing the best standards of veterinary care; ▪ Our clinic provides emergency care to sick or injured wildlife before arranging for it to be released or taken to a specialist wildlife rehabilitation centre. In 2023 we had 231 wildlife admissions. This is less than previous years, which could be due to reduced collections due to the risk of Avian Influenza and also the change in the National RSPCA's position of not sending inspectorate officers to collect small wildlife (the public instead are advised to take it to the nearest vet); and ▪ In 2023 our animal home and clinic cared for a wide range of domestic and wild animals as shown in the tables below.

Animal home - animals cared for in 2023

	Dogs	Cats	Rabbits	Other	Total
Animals taken into care	271	245	50	55	621
Days care provided	10,139	7,665	2,209	3,788	23,801
Rehomed*	79	152	26	58	315

*Note: The number of animals rehomed (to new homes) is only a proportion of total animals taken in as many are strays that are returned to owner or occasionally we transfer some animals to other partner organisations, if for example they would benefit from a new rehoming audience or need specific facilities that we are unable to provide. Where the number rehomed is higher than the intake number that is because we started the year with a number of animals in our care already.

Clinic activity summary for 2023

Activity	Total
1. Consultations/ examinations (excluding outreach)	2,496
2. Neutering	646
3. Other Surgical procedures	226
4. Inpatients per 24hrs (All work types)	4,796

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report of the trustees

For the year ended 31 December 2023

5. Outreach Clinic examinations /consultations	2,689
6. Microchipping	349
7. RSPCA Inspectorate Support (Examinations/Reports/Court), may include support to Police) - hours	7.5
8. Wildlife Admissions	231

Objectives: People

Objectives	***Achievements***
7. Our team of staff and volunteers will be supported, engaged and motivated; 8. We will ensure that our organisation is diverse and inclusive; 9. We will maximise the support provided by volunteers to our organisation; 10. Our community will understand what we do and why; 11. We will see increased engagement from our supporters; 12. We will ensure our activities continue to benefit people as well as their animals; and 13. Everyone we interact with will have a positive experience.	▪ We recruited our first HR Manager to develop our People strategy and ensure that we are fully supporting our team of volunteers and staff; ▪ We ran monthly 'cuppa and chat' sessions across departments to provide an extra opportunity for staff to share issues and ideas; ▪ We trialled a new recruitment approach for volunteers with taster sessions and developed Volunteer Supervisor roles throughout the organisation, so that volunteers feel better supported; ▪ We carried out resourcing reviews across a number of teams to ensure we have the right staff in the right places to meet operational needs; ▪ We continued to develop and update our website and social media channels to provide helpful information to the public; ▪ We ran a wide range of engagement activities, including a series of 'Chain of Kindness' community events and an online 'Mutt Gala'; ▪ Over 75 press articles helped us to share what we do with the public; ▪ We were voted to be one of Bristol's chosen charities on the new Bristol Monopoly Board; ▪ We launched new ways to support us, such as our new charity lottery; ▪ Our community research project sought feedback from across the community, to ensure that we base our future services on the public's needs for their pets; and ▪ We updated our onsite reception provision to improve customer service.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report of the trustees

For the year ended 31 December 2023

Objectives - Organisational and financial sustainability:

Objectives	***Achievements***
14. We will have achieved financially sustainable growth and scale, and balance the budget to enable us to invest in the charity's core services; 15. We will have developed a more predictable, sustainable income base; and 16. We will have increased our non legacy income levels.	▪ We are developing a fundraising strategy to ensure that we adapt to external challenges, such as the cost of living crisis; ▪ We reviewed how our supporters prefer to provide financial support so that we can offer the options that work for them; ▪ We are updating our technology to enable supporters with an efficient supporting process; and ▪ We are focussing on fundraising areas that bring the best return on investment.
17. We will have fit for purpose and cost effective facility provision that enables us to achieve the other long term goals above.	▪ We made improvements to our animal accommodation to reduce noise and disturbance for dogs in our care; ▪ Advancements in development plans around our current site meant that in 2023 we undertook due diligence to understand the options available to us for the safe future delivery of our community services; and ▪ We made the decision to end our lease on the building on Victor Street, as we were not utilising the space effectively, which made a significant financial saving.
18. We will continue to operate in a safe manner. Risks will be effectively managed.	▪ We developed an online accident, incident and near miss reporting system to improve reporting; and ▪ We updated our disaster response plan and carried out training for disaster leads throughout the
19. We will have productive partnerships with other organisations in order to most effectively achieve our mission; 20. We will be working towards greater environmental sustainability in everything that we do.	▪ We developed a partnership with CottonTails Rescue to provide subsidised neutering and vaccinations for rabbits as part of our community services; ▪ We worked in partnership with Bristol PAWS to run a successful community vaccination drive, vaccinating 109 dogs and 64 cats; ▪ We developed an exciting new partnership with Bristol Waste to enable corporate groups to carry out litter picking in our community and to raise awareness of the impacts of litter on wildlife; and ▪ We reviewed our vehicle provision in line with Bristol's Clean Air zones.
21. We will apply an innovative approach, including consideration of digital development needs.	▪ We carried out the first stage of our review into our organisational technological needs in order to identify and prioritise where investment is needed to enable us to operate efficiently and safely; and ▪ Recommendations will be implemented in 2024.
22. We will ensure that we comply with Charity Commission requirements and engage actively with the national RSPCA Governance Framework review.	▪ As part of the National RSPCA pilot project we completed our registration to become a Charitable Incorporated Organisation (this will be progressed in 2024); ▪ We developed the induction process for our new trustees; and ▪ We reviewed and updated our trustee subcommittees for efficiency and effectiveness.

Commitment to public benefit

Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our charitable aims and objectives and in preparing the new strategy. While trustees believe that all activities to prevent cruelty to and enhance the wellbeing of animals also benefit the public, they have identified the following activities in particular that demonstrate our commitment to public benefit:

a) Providing free and low cost veterinary provision, through our outreach clinics and neutering programmes, for those members of the public who might otherwise find it difficult to access or pay for such services;
b) Taking responsibility for animals whose owners are no longer able to care for them;
c) Providing education, information and advice to children and adults on animal welfare matters;
d) Working with Bristol City Council to provide care and rehoming facilities for stray dogs;
e) Supporting the RSPCA Inspectorate to help people and their pets in greatest need; and
f) Providing volunteering, corporate support, and employment opportunities.

FUNDRAISING AND COMMUNICATIONS

Fundraising compliance

We sustain our commitment to working with the Fundraising Regulator and the Fundraising Preference Service (FPS).

Specific assurances in response to current SORP requirements are provided as follows:

1. Our fundraising approach is based on the budgeted needs identified and approved by the board of trustees at the beginning of the financial year. We employ a small team of professional fundraisers to deliver the targets and initiatives set each year. Each member of the team receives regular training in compliance requirements and fundraising standards. We pursue a variety of fundraising activities throughout each twelve month period and seek to involve suitably trained volunteers in many activities. We undertake public collections, run events, place collection tins in local retail outlets as well as running appeals and challenge activities to raise funds and awareness for our cause. The majority of our funds are received as legacies but we are seeking to increase the proportion of non legacy income;
2. We do not employ any third party fundraising agencies or have activities carried out on our behalf by commercial participators;
3. We are not aware of any failures to comply with fundraising standards or related schemes of regulation by us or others acting on our behalf;
4. We monitor fundraising activities by others in aid of our cause by ensuring that everyone volunteering to fundraise for us does so 'in aid' of us. Such fundraisers are also given guidance on best fundraising practice, and supplied with a specific logo stating that they are fundraising 'in aid of Bristol A.R.C.' to use with any materials that they create. During street or bucket collections, all volunteers are informed of the expected fundraising behaviour and policies;
5. We received no complaints about our fundraising activities during 2023. We received 2 suppression requests through the Fundraising Preference Service. None of the requests were on any of our systems but all checks were carried out promptly across site; and
6. In order to protect vulnerable people with regard to our fundraising activities all members of our Fundraising and Communications Team understand the requirements of the Institute of Fundraising Guidelines on 'Treating Donors Fairly' and this forms part of new staff inductions. This information has also been used to inform our policy on vulnerable donors, and we are monitoring the availability of further training opportunities.

Trustees continue to keep a close eye on our supporter engagement activities and ensure we meet the expectations of the public in terms of our use and accountability for the information they choose to provide to us in compliance with data protection requirements.

Financial review

Total income for the year was £1.57 million, a 31% decrease compared to 2022 income (£2.26 million). The decrease was mainly due to decreased legacy income, £1.1 million, compared to £1.7 million in 2022. Donation income decreased by £66k and grant income decreased by £33k. However, in an economically challenging year, this decrease in income was expected and in line with external environment trends.

Expenditure increased by 3% to £1.67 million (£1.62 million – 2022). The increase was partly in relation to staff costs due to the commitment to the real living wage to support staff during the cost of living crisis. Premises and maintenance costs also account for the increase due to the rising costs in energy. All other running costs increased slightly to also account for the overall increase.

Our overall portfolio market value at the year-end had grown in value before drawdowns, due to the slight economic market recovery post covid. The performance of the portfolio generated an overall profit for the year of £79k (£256k loss - 2022).

Overall, the net position for the year was £29k deficit (2022 £384k surplus) which was a £70k improvement on the reforecast deficit budget.

Reserves policy

The aim of the policy is to reflect the trustees' objective of maintaining a sound financial base for the charity that enables both stability and growth. To achieve this, the trustees seek to manage the charity's financial reserves in accordance with the policy and the requirements of the charity's risk management strategy.

The charity will hold financial reserves in accordance with the following structure:

1. A sum equal to six months operating costs will be held in case of any urgent and/or unforeseen impacts on our ability to operate, such as a major decline in income. Due to the nature of our service provision, six months operating costs would be essential to meet welfare needs if we ever needed to amend or cease our operating model.
   As at December 2023 this equates to £1.13m.

2. A sum that is held to provide for significant capital projects. Over the last year we have been progressing work to identify the feasibility of a relocation due to pressures on our current site from development in the area. The amount required for relocation is still to be confirmed but as an interim measure we are retaining the current significant capital projects fund. Costs will potentially relate to professional services, site purchase, and centre build.
   As at December 2023 this amounts to £1.70m held in designated funds.

3. A sum that will be held to mitigate up to 2 years' poor performance on income generation, including legacies, due to influences beyond our control. Legacies currently make up over 70% of the charity's income and a low level of receipts in any one year would present a significant risk to the operation of the charity. Legacy processing and fundraising have been impacted by Covid and the Cost of Living crisis and it is important to maintain this safety net in order that we can sustain our animal welfare provision.
   As at December 2023 this amounts to £400k held in designated funds.

4. Buildings and equipment used to provide our core rehoming and clinic services are classified as designated funds and represented in fixed assets.
   As at December 2023 this amounts to £2.15m held in designated funds.

The specific sums held will be quantified annually together with any changes to the charity's risk management profile and represented in the accounts in accordance with the structure noted above.

The trustees intend to sustain the level of reserves to ensure that they can meet all these contingencies with the aim of continuing the commitments to animal welfare the charity has taken responsibility for. It is the intention of the trustees to review this policy and agree any revisions annually.

Risk management

The trustees are responsible for identifying and managing the major risks facing the charity that might significantly alter or undermine the capacity of the charity to fulfil its objectives. Risks are classified in the headings below in a risk management register that is regularly reviewed.

The major risks to which the charity is exposed, as identified by the trustees is summarised under six headings in the risk register as follows:

- **Governance** e.g. oversight of strategy, trustee recruitment, retention and expertise, management of conflicts of interest;
- **Operational** e.g. Animal welfare, commercial contracts, asset security, health & safety, IT systems;
- **People/ HR** e.g. recruitment and retention, safeguarding, compliance with HR legal requirements;
- **Financial** e.g. investments, cash, debtors, fraud, fund raising, budgetary controls, legacies;
- **Reputation and external factors** e.g. online profile, media interest, relations with supporters / funders / clients / other animal welfare charities / professional bodies and the effect of changes in e.g. government policies; and
- **Compliance** e.g. legal obligations, licence conditions, charity regulations, Data Protection and fundraising regulations, RSPCA rules.

Risks were reviewed on a regular basis throughout the year at trustee subcommittee meetings and reported back to the board on a regular basis, with an updated risk register being presented and approved by trustees at least annually.

As a result of the reviews, trustees confirmed that they are satisfied with arrangements for managing the risks identified and are currently satisfied with the risk scores for each area.

Remuneration and expenses

The board of trustees have overall responsibility for ensuring the charity delivers its objectives in full compliance with relevant legislation and related guidance from the Charity Commission. The board delegates responsibility for the day-to-day operations of the charity to the CEO and senior management team. All trustees give of their time freely and no trustee received remuneration in the year. Details of trustees' expenses are disclosed in note 9 to the accounts.

A remuneration committee reviews the pay of all staff annually.

Related party relationships

Each trustee completes a register of interests and related party transactions; this register is updated annually and whenever any relevant changes occur.

The Charity is guided by national policy as stated by the national RSPCA. In the furtherance of its aims, it also has relationships with other animal welfare charities, professional bodies, local authorities and the Royal College of Veterinary Surgeons. Through its clinic, the Charity occasionally works with the other private vet practices within the branch area concerning developments in animal welfare practice and in the provision of out of hours veterinary cover. Through its Animal Home, the Charity works with Bristol City Council to manage the welfare and care of stray dogs in Bristol and liaises with RSPCA and other animal welfare centres to locate appropriate rehoming opportunities for animals in its care. Through its fundraising and communications team, the Charity works with a range of corporate, charity and media stakeholders to further the objectives of the charity.

Principal funding

The Charity's two main areas of funding are legacies and donations. In 2023 the total amount of legacies received was £1.1m (2022: £1.7m). Donations received totalled £251k (2022: £303k). Income from charitable activities totalled £145k (2022: £183k). The trustees recognise that legacy income is unpredictable and are therefore committed to increasing the proportion of non legacy income over the next 5 years.

Material investment policy

The trustees wish to pursue an investment strategy of diversified assets predominately including Government bonds and other fixed interest securities, UK and overseas shares, property and cash deposits, but not excluding alternative investments that may use derivatives for hedging purposes, private equity, commodities and foreign currencies.

Providing an income from the designated investments is a primary objective for supplementing the charity's other sources of income. The capital value of the investment portfolio should be maintained in real terms, after allowing for the effects of inflation, over the medium to long term, commensurate with the level of risk the trustees deem necessary in achieving these objectives.

The Investment Manager is required to provide half yearly reports to include, portfolio valuation of all investments held, detailed transaction and income statements, investment review and commentary. Each year, statements provide accounting information of all tax deducted from income received. Additionally, each year the Investment Manager presents their investment portfolio review to the trustees and ad hoc valuations are available upon request with electronic versions online.

The trustees are required to review the Investment Policy Statement each year. Any change in policy or the investment objectives is conveyed to and agreed with the Investment Manager on a timely basis. The current policy includes strict guidelines on the type of investments the trustees believe to be compatible with the ethical position of the charity, including avoidance of investments in companies involved in animal testing.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Bristol and District Branch (charity number: 205858) was originally formed under the title of The Bristol and Clifton Branch in 1842 as an unincorporated body. The Charity Commissioners granted a certificate of incorporation of the trustees of the charity by the name of "The Incorporated Trustees of the RSPCA – Bristol and District Branch". The certificate was issued on 13 April 2006. The branch is governed in accordance with the rules set by the national charity the Royal Society for the Prevention of Cruelty to Animals.

Bristol Dogs and Cats Home is governed by a Scheme set up on 4 December 1953 by an order of the Charity Commission. On 27 June 2012 a resolution was passed that "The Bristol Dogs and Cats Home Trust" ("the Trust") be constituted as the managing trustee of Bristol Dogs and Cats Home ("the Home").

The Branch and the Home are registered with the Charity Commission for England and Wales as linked charities sharing the same number.

In January 2018, the two charities adopted the working names of Bristol Animal Rescue Centre (Bristol A.R.C.) to enable them to promote their charitable activities on behalf of Bristol's animals more effectively to the public.

Governance

The trustees will continue to closely monitor the financial operations of the charity with the CEO and Senior Management Team and seek the professional guidance of the charity's professional financial and investment advisors. Ongoing monitoring will also continue to ensure compliance for our fundraising and communication activities. Trustees undertake training courses on governance and other relevant subjects that are provided at little or no charge by our professional advisors and Bristol charity support organisations.

Recruitment and training of trustees

The managing trustees are the Incorporated Trustees of the RSPCA Bristol and District Branch. The board of trustees is elected every year from the members of the RSPCA Bristol Branch at the Annual General Meeting of the Branch. The board must consist of not less than five or more than fourteen elected by the members, plus 3 co-opted trustees are allowed at any one time. It is a requirement that trustees have been members of the Branch for 3 months or more.

Each year, trustees review the skills and experience the board requires. Role descriptions for new trustees are drafted with reference to the results of this review and advertised widely online. Supporters of the charity who express an interest in the trusteeship are initially offered the opportunity to visit the charity and meet with the Chair, other trustees and/or the CEO to discuss the role and responsibilities of the trusteeship in relation to the charity's activities. If appropriate, they are then invited to attend a number of board meetings as observers.

The directors of the Trust are the Branch Trustees.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report of the trustees

For the year ended 31 December 2023

An information pack containing Charity Commission CC3, RSPCA Animal Welfare Policies, and Guidelines for Branch Trustees and other relevant information is provided for each trustee. In addition, all new trustees spend time at the Charity's Albert Road HQ meeting with the CEO and senior managers, touring the site and being introduced to staff. Trustees are also provided with full copies of the current Strategy Plan, Annual Report and Accounts and meeting minutes. Information is provided about trustee training days organised both internally and by external providers.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

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

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

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

Auditors

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

Approved by the trustees on 20 May 2024 and signed on their behalf by

Jane Snow

Jane Snow - Trustee

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Opinion

We have audited the financial statements of Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch (the 'charity') for the year ended 31 December 2023 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

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

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

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

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

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

(3) We inspected the minutes of trustee meetings.

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

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

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

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

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

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 20 May 2024

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of financial activities

For the year ended 31 December 2023

	Notes	Restricted £	Unrestricted £	**2023 Total £**	2022 Total £
Income from:					
Donations and legacies	3	800	1,352,279	**1,353,079**	2,011,924
Charitable activities	4	15,185	129,800	**144,985**	182,663
Other trading activities	5	-	27,218	**27,218**	25,876
Investments	6	-	42,782	**42,782**	42,723
Total income		15,985	1,552,079	**1,568,064**	2,263,186
Expenditure on:					
Raising funds		-	279,134	**279,134**	267,606
Charitable activities		22,733	1,373,518	**1,396,251**	1,355,508
Total expenditure	8	22,733	1,652,652	**1,675,385**	1,623,114
Net gains / (losses) on investments		-	78,583	**78,583**	(255,968)
Net income / (expenditure)		(6,748)	(21,990)	**(28,738)**	384,104
Transfers between funds		(755)	755	**-**	-
Net movement in funds	9	(7,503)	(21,235)	**(28,738)**	384,104
Reconciliation of funds:					
Total funds brought forward		12,235	5,394,564	**5,406,799**	5,022,695
Total funds carried forward		4,732	5,373,329	**5,378,061**	5,406,799

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Balance sheet

As at 31 December 2023

	Note	£	2023 £	2022 £
Fixed assets				
Tangible assets	12		**2,148,210**	2,232,065
Investments	13		**1,481,867**	1,617,943
			3,630,077	3,850,008
Current assets				
Stock	14	**19,191**		19,191
Debtors	15	**1,234,948**		1,346,384
Cash at bank and in hand		**606,106**		327,860
		1,860,245		1,693,435
Liabilities				
Creditors: amounts falling due within 1 year	16	**(112,261)**		(136,644)
Net current assets			**1,747,984**	1,556,791
Net assets	17		**5,378,061**	5,406,799
Funds	18			
Restricted funds			**4,732**	12,235
Unrestricted funds				
Designated funds			**4,248,210**	4,232,065
General funds			**1,125,119**	1,162,499
Total charity funds			**5,378,061**	5,406,799

Approved by the trustees on 20 May 2024 and signed on their behalf by

Jane Snow

Jane Snow - Trustee

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of cash flows

For the year ended 31 December 2023

	2023	2022
	£	£
Cash used in operating activities:		
Net movement in funds	**(28,738)**	384,104
Adjustments for:		
Depreciation charges	**83,855**	87,169
(Gains) / losses on investments	**(78,583)**	255,968
Dividends, interest and rents from investments	**(42,782)**	(42,723)
Investment management fees	**14,658**	14,916
Decrease in stock	**-**	1,200
Decrease / (increase) in debtors	**111,436**	(512,820)
Increase / (decrease) in creditors	**(24,383)**	36,400
Net cash used in operating activities	**35,463**	224,214
Cash flows from investing activities:		
Dividends, interest and rents from investments	**42,782**	42,723
Investment management fees	**(14,658)**	(14,916)
Purchase of tangible fixed assets	**-**	(26,615)
Proceeds from the sale of investments	**575,199**	446,812
Purchase of investments	**(384,213)**	(724,907)
Net cash provided by investing activities	**219,110**	(276,903)
Increase in cash and cash equivalents in the year	**254,573**	(52,689)
Cash and cash equivalents at the beginning of the year*	**356,240**	408,929
Cash and cash equivalents at the end of the year*	**610,813**	356,240

* Cash and cash equivalents comprises:

Cash at bank and in hand	**606,106**	327,860
Cash held in investments	**4,707**	28,380
Total cash	**610,813**	356,240

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

1. Accounting policies

a) Basis of preparation

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

These financial statements consolidate the results of the Bristol and District Branch of the Royal Society for the Prevention of Cruelty to Animals and those of the Bristol Dogs and Cats Home which are linked charities.

b) Going concern basis of accounting

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

c) Income

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

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

1. Accounting policies (continued)

c) Income (continued)

Charitable activities income generated through clinic and rehoming fees are recognised at point of sale. Retail shop and rental income is also recognised at point of sale with general fundraising income being recognised at point of receipt.

d) Donated services and facilities

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

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

Donated goods are recognised at the point of donation where the value is measurable, otherwise they are recognised at the point of sale and at the actual value realised for the sale of

e) Interest receivable

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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Investment income and gains and losses are allocated to unrestricted funds.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity is partially exempt and irrecoverable VAT is allocated across cost categories using the support cost allocation basis set out in note 1h.

1. Accounting policies (continued)

h) Allocation of support and governance costs

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

	2023	2022
Raising funds	**17.9%**	18.4%
Charitable activities	**82.1%**	81.6%

The cost of raising funds includes investment management fees.

i) Tangible fixed assets

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

Freehold building	straight line over expected useful life (50 years)
Motor vans and equipment	straight line over 4 - 5 years
Freehold land	not depreciated

Items of equipment are capitalised where the purchase price exceeds £2,000.

j) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

k) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1. Accounting policies (continued)

n) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

p) Pension costs

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

q) Operating leases

Rentals under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

r) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

Accrued legacy income

As described in note 1c to the financial statements, legacy income is accrued when receipt is considered probable, when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

2. Prior period comparative: statement of financial activities

	Restricted £	Unrestricted £	**2022 Total £**
Income from:			
Donations and legacies	31,958	1,979,966	**2,011,924**
Charitable activities	34,993	147,670	**182,663**
Other trading activities	-	25,876	**25,876**
Investments	-	42,723	**42,723**
Total income	66,951	2,196,235	**2,263,186**
Expenditure on:			
Raising funds	-	267,606	**267,606**
Charitable activities	44,243	1,311,265	**1,355,508**
Total expenditure	44,243	1,578,871	**1,623,114**
Net losses on investments	-	(255,968)	**(255,968)**
Net income	22,708	361,396	**384,104**
Transfers between funds	(24,853)	24,853	**-**
Net movement in funds	(2,145)	386,249	**384,104**

3. Income from donations and legacies

	Restricted £	Unrestricted £	**2023 Total £**
Legacies	-	1,102,124	**1,102,124**
Donations	800	220,046	**220,846**
Gift aid	-	30,109	**30,109**
Total donations and legacies	800	1,352,279	**1,353,079**

Prior period comparative

	Restricted £	Unrestricted £	2022 Total £
Legacies	-	1,709,159	1,709,159
Donations	31,958	254,491	286,449
Gift aid	-	16,316	16,316
Total donations and legacies	31,958	1,979,966	2,011,924

4. Income from charitable activities

	Restricted £	Unrestricted £	**2023 Total £**
Dog warden income	**-**	56,669	**56,669**
Grants	15,185	1,550	**16,735**
RSPCA income	-	13,107	**13,107**
Adoptions	-	37,285	**37,285**
Subsidised vet fees	-	21,189	**21,189**
Total charitable activities	15,185	129,800	**144,985**

Prior period comparative

	Restricted £	Unrestricted £	2022 Total £
Dog warden income	-	55,551	55,551
Grants	34,993	14,500	49,493
RSPCA income	-	20,033	20,033
Adoptions	-	32,014	32,014
Subsidised vet fees	-	25,572	25,572
Total charitable activities	34,993	147,670	182,663

5. Income from other trading activities

	2023 Total £	2022 Total £
Sundry rental income	**24,587**	22,311
Shop income	**2,599**	3,347
Other fundraising income	**32**	218
Total other trading activities	**27,218**	25,876

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

6. Investment income

	2023 Total £	2022 Total £
Dividends received	**41,033**	42,378
Interest received	**1,749**	345
Total investment income	**42,782**	42,723

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

7. Government grants

The charity received no government grants in the current or prior year.

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2023 Total £**
Staff costs (note 10)	164,210	754,639	260,551	**1,179,400**
Rehoming centre costs	-	142,237	-	**142,237**
Clinic costs	-	121,420	-	**121,420**
Printing and design	9,573	-	-	**9,573**
Communications	-	-	14,885	**14,885**
Subscriptions, licences and charges	1,592	-	2,023	**3,615**
Travel and subsistence	3,231	-	5,913	**9,144**
Room hire and event costs	4,004	-	-	**4,004**
Fundraising costs	4,772	-	-	**4,772**
Premises and maintenance costs	8,690	-	44,283	**52,973**
Website and database development	-	-	3,740	**3,740**
Investment management costs	14,658	-	-	**14,658**
Insurance	-	-	9,051	**9,051**
Audit and accountancy	-	-	8,500	**8,500**
Legal and professional	-	-	500	**500**
Depreciation	-	63,602	20,253	**83,855**
HR, training and development costs	-	-	3,453	**3,453**
Irrecoverable VAT	-	-	9,558	**9,558**
Miscellaneous costs	-	-	47	**47**
Sub-total	210,730	1,081,898	382,757	**1,675,385**
Allocation of support and governance costs	68,404	314,353	(382,757)	**-**
Total expenditure	**279,134**	**1,396,251**	**-**	**1,675,385**

Total governance costs were £24,765 (2022: £18,260), which includes audit fees, governance-related legal and professional fees and staff salaries related to governance activities.

8. Total expenditure

Prior year comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 10)	160,882	714,764	188,718	1,064,364
Rehoming centre costs	-	183,300	-	183,300
Clinic costs	-	132,846	-	132,846
Printing and design	9,395	-	-	9,395
Communications	-	-	14,209	14,209
Subscriptions, licences and charges	3,000	-	1,816	4,816
Travel and subsistence	1,477	-	6,725	8,202
Room hire and event costs	6,393	-	-	6,393
Goods for resale costs	262	-	-	262
Fundraising costs	2,423	-	-	2,423
Premises and maintenance costs	9,680	-	36,791	46,471
Website and database development	-	-	13,533	13,533
Investment management costs	14,916	-	-	14,916
Insurance	-	-	5,753	5,753
Audit and accountancy	-	-	7,505	7,505
Professional and legal	-	-	1,054	1,054
Depreciation	-	61,682	25,487	87,169
HR, training and development costs	-	-	14,223	14,223
Irrecoverable VAT	-	-	6,245	6,245
Miscellaneous costs	-	-	35	35
Sub-total	208,428	1,092,592	322,094	1,623,114
Allocation of support and governance costs	59,178	262,916	(322,094)	-
Total expenditure	267,606	1,355,508	-	1,623,114

9. Net movement in funds

This is stated after charging:

	2023	2022
	£	£
Depreciation	**83,855**	87,169
Operating lease payments	**20,400**	37,731
Trustees' remuneration	**Nil**	Nil
Trustees' reimbursed expenses	**Nil**	Nil
Auditors' remuneration (ex VAT):		
▪ Statutory audit	**8,500**	7,500

10. Staff costs and numbers

Staff costs were as follows:

	2023	2022
	£	£
Salaries and wages	**1,056,739**	954,952
Social security costs	**83,557**	75,927
Pension costs	**39,104**	33,485
	1,179,400	1,064,364

One employee earned between £60,000 - £70,000 within the year (2022: nil).

The key management personnel of the charity comprise the Trustees, the Chief Executive Officer, the Finance Manager, the Fundraising & Communications Manager, the Facilities, Health & Safety, and Administration Manager, the Animal Home Manager, and the Principal Veterinary Surgeon. The total employee benefits of the key management personnel were £309,378 (2022: £247,854).

	2023	2022
Average head count:	**No.**	No.
Charitable	**40**	40
Fundraising	**6**	5
Support	**6**	7
	52	52

11. Taxation

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

12. Tangible fixed assets

	Freehold property £	Motor vans and equipment £	**Total £**
Cost			
At 1 January 2023 and at 31 December 2023	4,266,982	333,703	**4,600,685**
Depreciation			
At 1 January 2023	2,061,888	306,732	**2,368,620**
Charge for the year	76,159	7,696	**83,855**
At 31 December 2023	2,138,047	314,428	**2,452,475**
Net book value			
At 31 December 2023	**2,128,935**	**19,275**	**2,148,210**
At 31 December 2022	2,205,094	26,971	2,232,065

Included in freehold property is freehold land at a cost of £459,020 (2022: £459,020) which is not depreciated.

13. Investments

	Listed securities £	Cash £	**2023 £**	2022 £
At 1 January 2023	1,589,563	28,380	**1,617,943**	1,588,761
Additions	384,213	-	**384,213**	724,907
Disposals proceeds	(575,199)	-	**(575,199)**	(446,812)
Gains / (losses)	78,583	-	**78,583**	(255,968)
Cash movement	-	(23,673)	**(23,673)**	7,055
Market value at 31 December 2023	**1,477,160**	**4,707**	**1,481,867**	1,617,943
Historical cost: **At 31 December 2023**			**1,401,207**	1,575,736

Investments at market value comprise:

	2023 £	2022 £
Listed investments	**1,477,160**	1,589,563
Cash held by brokers	**4,707**	28,380
	1,481,867	1,617,943

14. Stock

	2023 £	2022 £
Medical supplies and goods for resale	**19,191**	19,191

15. Debtors

	2023 £	2022 £
Trade debtors	**18,051**	36,367
Prepayments	**14,580**	19,363
Accrued legacies	**1,136,312**	1,233,914
Accrued income	**23,410**	4,074
VAT	**12,932**	14,005
Other debtors	**29,663**	38,661
	1,234,948	1,346,384

16. Creditors: amounts due within 1 year

	2023	2022
	£	£
Trade creditors	**35,939**	70,886
Accruals	**21,759**	27,965
Other taxation and social security	**40,508**	32,700
Other creditors	**14,055**	5,093
	112,261	136,644

17. Analysis of net assets between funds

	Restricted funds	Designated funds	General funds	**Total funds**
	£	£	£	**£**
Tangible fixed assets	-	2,148,210	-	**2,148,210**
Investments	-	1,481,867	-	**1,481,867**
Current assets	4,732	618,133	1,237,380	**1,860,245**
Current liabilities	-	-	(112,261)	**(112,261)**
Net assets at 31 December 2023	**4,732**	**4,248,210**	**1,125,119**	**5,378,061**

Prior year comparative	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Tangible fixed assets	-	2,232,065	-	2,232,065
Investments	-	1,700,000	(82,057)	1,617,943
Current assets	12,235	300,000	1,381,200	1,693,435
Current liabilities	-	-	(136,644)	(136,644)
Net assets at 31 December 2022	12,235	4,232,065	1,162,499	5,406,799

18. Movements in funds

	At 1 January 2023 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	**At 31 December 2023 £**
Restricted funds						
Wellbeing suite improvements	755	-	-	(755)	-	**-**
Kennel improvements	3,103	-	(1,875)	-	-	**1,228**
Regular giving	-	800	(800)	-	-	**-**
RSPCA Regional Grant - cat neutering	-	15,185	(15,185)	-	-	**-**
Rehoming staff room	305	-	(59)	-	-	**246**
Dog sensory garden	8,072	-	(4,814)	-	-	**3,258**
Total restricted funds	12,235	15,985	(22,733)	(755)	-	**4,732**
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,232,065	-	(83,855)	-	-	**2,148,210**
Capital projects	1,700,000	-	-	-	-	**1,700,000**
Legacy contingency fund	300,000	-	-	100,000	-	**400,000**
Total designated funds	4,232,065	-	(83,855)	100,000	-	**4,248,210**
General funds	1,162,499	1,552,079	(1,568,797)	(99,245)	78,583	**1,125,119**
Total unrestricted funds	5,394,564	1,552,079	(1,652,652)	755	78,583	**5,373,329**
Total funds	5,406,799	1,568,064	(1,675,385)	-	78,583	**5,378,061**

18. Movements in funds (continued)

Purposes of restricted funds

Wellbeing suite improvements	Appeal funds were allocated to make improvements in the Wellbeing Suite.
Kennel improvements	A grant from Animal Friends and an individual donation has been allocated to make improvements to kennel accommodation for the dogs in the Rehoming Centre.
Regular giving	Regular givers have requested that their contributions be allocated specifically to either dogs or cats upkeep.
RSPCA Regional Grant	RSPCA South West Regional Board awarded us a grant to carry out cat neutering.
X-ray equipment	Grant from the RSPCA Regional Board fund to purchase x-ray equipment.
Rehoming staff room	Restricted grant income for improvements to the animal home staff room.
Dog sensory garden	Public appeal to fund a new sensory garden for the dogs onsite.

Purposes of designated funds

As set out in the reserves policy, designated funds represent the net book value of tangible fixed assets and other funds ringfenced for future capital projects and to mitigate poor performance on legacies.

Transfers between funds

Transfers between funds represent the transfer of restricted funds to unrestricted funds on the completion of a project and the increase of the legacy contingency reserve in the year.

18. Movements in funds (continued)

Prior year comparative

	At 1 January 2022 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	At 31 December 2022 £
Restricted funds						
Wellbeing suite improvements	1,868	-	(1,113)	-	-	755
Kennel improvements	9,506	-	(6,403)	-	-	3,103
Social media appeals	3,006	-	(3,006)	-	-	-
Regular giving	-	220	(220)	-	-	-
RSPCA Regional Grant - cat neutering	-	7,250	(7,250)	-	-	-
X-ray equipment	-	25,747	(894)	(24,853)	-	-
Rehoming staff room	-	1,000	(695)	-	-	305
Outreach programme	-	11,000	(11,000)	-	-	-
Dog sensory garden	-	21,734	(13,662)	-	-	8,072
Total restricted funds	14,380	66,951	(44,243)	(24,853)	-	12,235

18. Movements in funds (continued)

	At 1 January 2022 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	At 31 December 2021 £
Total restricted funds brought down	14,380	66,951	(44,243)	(24,853)	-	12,235
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,292,619	-	(87,169)	26,615	-	2,232,065
Capital projects	1,500,000	-	-	200,000	-	1,700,000
Legacy contingency fund	300,000	-	-	-	-	300,000
Total designated funds	4,092,619	-	(87,169)	226,615	-	4,232,065
General funds	915,696	2,196,235	(1,491,702)	(201,762)	(255,968)	1,162,499
Total unrestricted funds	5,008,315	2,196,235	(1,578,871)	24,853	(255,968)	5,394,564
Total funds	5,022,695	2,263,186	(1,623,114)	-	(255,968)	5,406,799

19. Financial instruments

	2023	2022
	£	£
Financial assets measured at fair value	**1,477,160**	1,589,563

Financial assets measured at fair value comprise listed investments.

20. Operating lease commitments

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

	2023	2022
	£	£
Amount falling due:		
Within 1 year	**6,660**	13,353
Within 1 - 5 years	**2,500**	9,160
	9,160	22,513

21. Related party transactions

In addition to their time, the trustees often provide support to the charity in the form of monetary donations. During the year the trustees, in aggregate, made donations of £766 (2022: £653).

22. Contingent assets

At 31 December 2023 the charity had been notified of two legacies with a combined value of approximately £420,000. Receipt of funds is contingent on the granting of probate and/or the sale of properties, therefore income recognition criteria has not been met. Consequently no accrual has been made in the financial statements.There were no contingent assets in the prior year.

Accounts

Charity no. 205858

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report and Audited Financial Statements

31 December 2022

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Reference and administrative details

For the year ended 31 December 2022

Charity number	205858	
Registered office and operational address	48 Albert Road St Philips Bristol BS2 0XA	
Trustees	The trustees who served during the year and up to the date of this report were as follows:	
	Carley Betts	Resigned 31 March 2022
	Caroline Copsey	Resigned 29 September 2022
	Christopher Cowley	
	Galina Staneva	Appointed 26 September 2022
	Helen Paterson	
	James Burge	Appointed 26 September 2022
	Jane Snow	
	Jonathan Parker	
	Linda Harper	
	Marie Aitken	Appointed 26 September 2022
	Sarah Richdon	Resigned 15 December 2022
	Steve Crossman	Resigned 29 September 2022
	Victoria Farrelly	Appointed 24 October 2022
Bankers	CAF 25 Kings Hill Avenue West Mailing Kent ME19 4JQ	Barclays Bank Plc 4-5 Southgate Street Bath BA1 1AQ
	NatWest Bank plc 40 Queens Road Bristol BS8 1RF	
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ	
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD	

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Trust Deed and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The object of the national Society (The Royal Society for the Prevention of Cruelty to Animals) is "to ensure animals have a good life by rescuing and caring for those in need, by advocating on behalf of all animals and by inspiring everyone to treat them with compassion and respect."

The Mission Statement of our Branch is based upon the Society's object and is: *To ensure animals in need in our community receive the compassion, care and respect they deserve. We are committed to helping, healing and homing animals for as long as they need us.*

The objects of our linked charity, the Bristol Dogs and Cats Home are "to promote kindness and prevent cruelty to animals by establishing and maintaining upon the land specified in the schedule hereto or upon other land in or near the City of Bristol a home, hospital or clinic for dogs, cats and other domestic animals in need of care or medical attention."

Our current strategy that covers the period from 2023-27 details the overarching goals and key activities to achieve them.

Animals:

1. We will take action to prevent animals from experiencing poor welfare in the first place;
2. The animals identified as being most in need in our branch area will have better access to the services that they need to meet their welfare needs;
3. There will be increased accessibility of services to meet the needs of pet owners;
4. Where possible, we will support pets to stay in their homes;
5. We will prioritise our support to animals most in need in our branch area; and
6. We will ensure animals in our care receive excellent standards of care and that their onward journey is one that maximises welfare for them.

People

7. Our team of staff and volunteers will be supported, engaged and motivated;
8. We will ensure that our organisation is diverse and inclusive;
9. We will maximise the support provided by volunteers to our organisation;
10. Our community will understand what we do and why;
11. We will see increased engagement from our supporters;
12. We will ensure our activities continue to benefit people as well as their animals; and
13. Everyone we interact with will have a positive experience.

Organisational and financial sustainability:

14. We will have achieved financially sustainable growth and scale, and balance the budget to enable us to invest in the charity's core services;
15. We will have developed a more predictable, sustainable income base;
16. We will have increased our non legacy income levels;
17. We will have fit for purpose and cost effective facility provision that enables us to achieve the other long term goals above;
18. We will continue to operate in a safe manner. Risks will be effectively managed;
19. We will have productive partnerships with other organisations in order to most effectively achieve our mission;
20. We will be working towards greater environmental sustainability in everything that we do;
21. We will apply an innovative approach, including consideration of digital development needs; and
22. We will ensure that we comply with Charity Commission requirements and engage actively with the national RSPCA Governance Framework review.

ACHIEVEMENTS AND PERFORMANCE IN REPORT PERIOD

In line with our objectives for 2022 we achieved the following:

Objective: Deliver care for animals in need:

- We provided veterinary care and preventative health treatment for companion animals whose owners are unable to afford private veterinary fees through our outreach programme, as well as veterinary care for stray animals and wildlife;

Clinic Activity Summary for 2022	
Activity	**Total**
1. Consultations/ examinations (excluding outreach)	2,839
2. Neutering	635
3. Other Surgical procedures	237
4. Inpatients per 24hrs (All work types)	6,400
5. Outreach Clinic examinations /consultations	2,225
6. Microchipping	313
7. RSPCA Inspectorate Support (Examinations/ Reports/Court), may include support to Police) - hours	39
8. Wildlife Admissions	472

- We accepted domestic animals of all kinds into our Animal Home, giving priority to those in urgent need where their current situation makes them vulnerable to suffering. This may include stray animals as well as those subjected to cruelty or neglect. Having removed animals to a safer environment our objective is then to do all we can to return them to their owners or find them new homes with caring owners; and
- We continued to find that many animals coming into our care needed extensive periods of veterinary or behavioural rehabilitation, which resulted in a slower turnover of animals in our care.

Activity	Total	Dogs	Cats	Rabbits	Other animals
Animals taken in	720	282	294	42	102
Rehomed*	272	59	147	21	45

*Note: The number of animals rehomed (to new homes) is only a proportion of total animals taken in as many are strays that are returned to owner or occasionally we transfer some animals to other partner organisations, if for example they would benefit from a new rehoming audience or need specific facilities that we are unable to provide.

Objective: Provide the best care for every animal in our care
- We refurbished our cattery accommodation to create a better environment;
- We secured grant funding to purchase a new digital x-ray machine which has enabled the clinic to make more accurate diagnosis and quicker referrals; and
- We created a new sensory garden area to provide somewhere calm for dogs in our care to explore and enjoy. This opened in 2023 but much of the work was carried out in 2022.

Objective: Develop and deliver Bristol-wide extended outreach programme
- We delivered 2,225 outreach consultations, nearly doubling the amount delivered in 2021.

Objective: Develop ongoing cat neutering programme that is sustainable on a long-term basis
- With the support of a grant from the RSPCA South West Regional Board, we were able to continue to promote and provide low-cost or free cat neutering to those who were unable to afford to pay for the service elsewhere and for stray cats brought to us. We neutered 483 cats in 2022.

Objective: Provide ongoing welfare advice for members of the public
- We produced a series of videos on animal care for the public; and
- Our volunteers delivered educational talks on animal welfare at schools to over 1,000 children.

Objective: Continue to improve adoption process to provide highest standard of new homes for our animals
- We started the redevelopment of our website, which includes a new online adoption process to greatly improve the customer experience and efficiency of adoptions. The website redevelopment has been completed at the date of publication; and
- We rehomed 272 animals, providing specialist care for animals requiring significant medical and behavioural rehabilitation periods.

Objective: Implement extended volunteer support programme
- We undertook a full review of our volunteer programme and developed new policies, processes and resources on volunteering, to be rolled out in 2023; and
- During 2022 we benefited from over 6,000 hours of volunteer time, which makes a huge difference to the effective delivery of our services.

Objective: Support the mental, development and physical needs of our staff and volunteers

- We reviewed and renewed our employee assistance programme and line managers continued to provide wellbeing checks for staff;
- A one off winter payment was provided in recognition of the challenges of the economic environment; and
- Staff and volunteers were involved in the development of the organisation strategy, including input into future People plans.

Objective: Ensure our Health & Safety policies keep our staff, volunteers and the public safe

- Health & Safety training, risk assessments and safe systems completed.

Objective: Generate more support and engage more people with our communications. Provide the best experience for every supporter.

- New website under development in 2022 and successfully launched in early 2023;
- Continued development of engagement options through social media and provision of digital newsletters and support tools. We had over 7,000 digital newsletter subscribers by the end of 2022;
- Increased the numbers of supporters on our supporter database; and
- Ran a successful local engagement campaign, ‘Parkers Trail’, around Bristol with the support of local companies, tourist attractions and celebrities.

Commitment to public benefit

Trustees have referred to the guidance contained in the Charity Commission’s general guidance on public benefit when reviewing our charitable aims and objectives and in preparing the new strategy. While trustees believe that all activities to prevent cruelty to and enhance the wellbeing of animals also benefit the public, they have identified the following activities in particular that demonstrate our commitment to public benefit:

a) Providing free and low cost veterinary provision, through our outreach clinics and neutering programmes, for those members of the public who might otherwise find it difficult to access or pay for such services;
b) Taking responsibility for animals whose owners are no longer able to care for them;
c) Providing education, information and advice to children and adults on animal welfare matters;
d) Working with Bristol City Council to provide care and rehoming facilities for stray dogs;
e) Supporting the RSPCA Inspectorate to help people and their pets in greatest need; and
f) Providing volunteering, corporate support, and employment opportunities.

FUNDRAISING AND COMMUNICATIONS

Fundraising compliance

We sustain our commitment to working with the Fundraising Regulator and the Fundraising Preference Service (FPS).

Specific assurances in response to current SORP requirements are provided as follows:

1. Our fundraising approach is based on the budgeted needs identified and approved by the board of trustees at the beginning of the financial year. We employ a small team of professional fundraisers to deliver the targets and initiatives set each year. Each member of the team receives regular training in compliance requirements and fundraising standards. We pursue a variety of fundraising activities throughout each twelve month period and seek to involve suitably trained volunteers in many activities. We undertake public collections, run events, place collection tins in local retail outlets as well as running appeals and challenge activities to raise funds and awareness for our cause. The majority of our funds are received as legacies but we are seeking to increase the proportion of non legacy income;
2. We do not employ any third party fundraising agencies or have activities carried out on our behalf by commercial participators;
3. We are not aware of any failures to comply with fundraising standards or related schemes of regulation by us or others acting on our behalf;
4. We monitor fundraising activities by others in aid of our cause by ensuring that everyone volunteering to fundraise for us does so ‘in aid’ of us. Such fundraisers are also given guidance on best fundraising practice, and supplied with a specific logo stating that they are fundraising ‘in aid of Bristol A.R.C.’ to use with any materials that they create. During street or bucket collections, all volunteers are informed of the expected fundraising behaviour and policies;
5. We received no complaints about our fundraising activities during 2022. We received 3 suppression requests through the Fundraising Preference Service. None of the requests were on any of our systems but all checks were carried out promptly across site; and
6. In order to protect vulnerable people with regard to our fundraising activities all members of our Fundraising and Communications Team understand the requirements of the Institute of Fundraising Guidelines on ‘Treating Donors Fairly’ and this forms part of new staff inductions. This information has also been used to inform our policy on vulnerable donors, and we are monitoring the availability of further training opportunities.

Trustees continue to keep a close eye on our supporter engagement activities and ensure we meet the expectations of the public in terms of our use and accountability for the information they choose to provide to us in compliance with data protection requirements.

Financial review

Total income for the year was £2.3 million, a 20% increase compared to 2021 income (£1.8 million). The increase was mainly due to increased legacy income, £1.7 million, compared to £1.4 million in 2021. Donation income increased by £50k and grant income increased by £25K. Income from our partnership with Bristol City Council for stray dog services increased by £25k due to long-stay contracts under a prosecution case.

Expenditure increased by 8% to £1.6 million (£1.5 million – 2021). The increase was partly in relation to staff costs due to the recruitment of a CEO, compared to a vacant CEO position in 2021. Premises and maintenance costs also account for the increase due to the rising costs in energy. All other running costs increased slightly to also account for the overall increase.

Our overall portfolio market value at the year end had grown in value by 1.8% due to more money being invested into it during the year. However, underlying that the performance of the portfolio generated an overall loss for the year of £255k loss (£141k gain - 2021) due to a difficult year economically due in part to the ongoing war in Ukraine and the related decline in UK markets.

Overall, net income for the year was £384k (2021 –£518k) which was a £559k improvement on budget. This was achieved with significantly increased legacy income compared to budget.

Reserves policy

The aim of the policy is to reflect the trustees' objective of maintaining a sound financial base for the charity that enables both stability and growth. To achieve this, the trustees seek to manage the charity's financial reserves in accordance with the policy and the requirements of the charity's risk management strategy.

The charity will hold financial reserves in accordance with the following structure:

1. A sum equal to six months' operating costs will be held for use as 'working capital' to cover day to day operational management.
   As at December 2022 this equates to £1.1m.

2. A sum that is held to provide for significant capital projects. The current organisational strategy has identified the need for the charity to undertake a feasibility study into the potential need to relocate its services due to development pressures around the current site. The amount required if relocation is confirmed is still to be confirmed but as an interim measure we are retaining the current significant capital projects fund.
   As at December 2022 the reserves held for significant capital projects is £1.7m.

3. A balancing sum that will be held to mitigate up to 2 years' bad performance on legacies. Legacies currently make up over 70% of the charity's income and a low level of receipts in any one year would present a significant risk to the operation of the charity.
   As at December 2022 this amounts to £300k.

4. Buildings and equipment used to provide our core rehoming and clinic services are classified as designated funds and represented in fixed assets.
   As at December 2022 this amounts to £2.2m.

The specific sums held will be quantified annually together with any changes to the charity's risk management profile and represented in the accounts in accordance with the structure noted above.

The trustees intend to sustain the level of reserves to ensure that they can meet all these contingencies with the aim of continuing the commitments to animal welfare the charity has taken responsibility for. It is the intention of the trustees to review this policy and agree any revisions annually.

Risk management

The trustees are responsible for identifying and managing the major risks facing the charity that might significantly alter or undermine the capacity of the charity to fulfil its objectives. Risks are classified in the headings below in a risk management register that is regularly reviewed by senior managers and by trustees at board meetings.

The major risks to which the charity is exposed, as identified by the trustees is summarised under six headings in the risk register as follows:

- **Governance** e.g. oversight of strategy, Trustee recruitment, retention and expertise, management of conflicts of interest;
- **Operational** e.g. Animal welfare, commercial contracts, asset security, health & safety, IT systems;
- **People/ HR** e.g. recruitment and retention,safeguarding, compliance with HR legal requirements;
- **Financial** e.g. investments, cash, debtors, fraud, fund raising, budgetary controls, legacies;
- **Reputation and external factors** e.g. online profile, media interest, relations with supporters / funders / clients / other animal welfare charities / professional bodies and the effect of changes in e.g. government policies; and
- **Compliance** e.g. legal obligations, licence conditions, charity regulations, Data Protection and fundraising regulations, RSPCA rules.

During the year, Trustees and the Senior Management Team kept the impact of the cost of living crisis on our staff and volunteers, as well as the impact on pet owners and service demand, under close scrutiny.

All other risks were reviewed on a regular basis throughout the year at Trustee subcommittee meetings and reported back to the Board on a regular basis, with an updated risk register being presented and approved by Trustees at least annually.

As a result of the review trustees confirmed that they are satisfied with arrangements for managing the risks identified and are currently satisfied with the risk scores for each area.

Remuneration and expenses

The board of trustees have overall responsibility for ensuring the charity delivers its objectives in full compliance with relevant legislation and related guidance from the Charity Commission. The board delegates responsibility for the day-to-day operations of the charity to the senior management team. All trustees give of their time freely and no trustee received remuneration in the year. Details of trustees' expenses are disclosed in note 9 to the accounts.

The pay of all staff is reviewed annually.

Related party relationships

Each trustee now completes a register of interests and related party transactions; this register is updated annually and whenever any relevant changes occur.

The charity is guided by national policy as stated by the national RSPCA. In the furtherance of its aims, it also has relationships with other animal welfare charities, professional bodies, local authorities and the Royal College of Veterinary Surgeons. Through its Clinic, the Charity occasionally works with the other private vet practices within the Branch area concerning developments in animal welfare practice and in the provision of out of hours veterinary cover. Through its Animal Home, the Charity works with Bristol City Council to manage the welfare and care of stray dogs in Bristol and liaises with RSPCA and other animal welfare centres to locate appropriate rehoming opportunities for animals in its care. Through its Fundraising and Communications team, the Charity works with a range of corporate, charity and media stakeholders to further the objectives of the Charity.

Principal funding

The Charity's two main areas of funding are legacies and donations. In 2022 the total amount of legacies received was £1.7m. Donations received totalled £286k. Income from charitable activities totalled £133k. The Trustees recognise that legacy income is unpredictable and are therefore committed to increasing the proportion of non legacy income over the next 5 years.

Material investment policy

The trustees wish to pursue an investment strategy of diversified assets predominately including Government bonds and other fixed interest securities, UK and overseas shares, property and cash deposits, but not excluding alternative investments that may use derivatives for hedging purposes, private equity, commodities and foreign currencies.

Providing an income from the designated investments is a primary objective for supplementing the charity's other sources of income. The capital value of the investment portfolio should be maintained in real terms, after allowing for the effects of inflation, over the medium to long term, commensurate with the level of risk the trustees deem necessary in achieving these objectives.

The Investment Manager is required to provide half yearly reports to include, portfolio valuation of all investments held, detailed transaction and income statements, investment review and commentary. Each year, statements provide accounting information of all tax deducted from income received. Additionally, each year the Investment Manager presents their investment portfolio review to the trustees and ad hoc valuations are available upon request with electronic versions online.

The trustees are required to review the Investment Policy Statement each year. Any change in policy or the investment objectives is conveyed to and agreed with the Investment Manager on a timely basis. The current policy includes strict guidelines on the type of investments the Trustees believe to be compatible with the ethical position of the Charity including avoidance of investments in companies involved in animal testing.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Bristol and District Branch (charity number: 205858) was originally formed under the title of The Bristol and Clifton Branch in 1842 as an unincorporated body. The Charity Commissioners granted a certificate of incorporation of the trustees of the charity by the name of "The Incorporated Trustees of the RSPCA – Bristol and District Branch". The certificate was issued on 13 April 2006. The branch is governed in accordance with the rules set by the national charity the Royal Society for the Prevention of Cruelty to Animals.

Bristol Dogs and Cats Home is governed by a Scheme set up on 4 December 1953 by an order of the Charity Commission. On 27 June 2012 a resolution was passed that "The Bristol Dogs and Cats Home Trust" ("the Trust") be constituted as the managing trustee of Bristol Dogs and Cats Home ("the Home").

The Branch and the Home are registered with the Charity Commission for England and Wales as linked charities sharing the same number.

In January 2018, the two charities adopted the working names of Bristol Animal Rescue Centre (Bristol A.R.C.) to enable them to promote their charitable activities on behalf of Bristol's animals more effectively to the public.

Governance
The Trustees will continue to closely monitor the financial operations of the charity with the CEO and Senior Management Team and seek the professional guidance of the charity's professional financial and investment advisors. Ongoing monitoring will also continue to ensure compliance for our fundraising and communication activities. Trustees undertake training courses on governance and other relevant subjects that are provided at little or no charge by our professional advisors and Bristol charity support organisations.

Recruitment and training of trustees
The managing trustees are the Incorporated Trustees of the RSPCA Bristol and District Branch. The board of trustees is elected every year from the members of the RSPCA Bristol Branch at the Annual General Meeting of the Branch. The board must consist of not less than five or more than fourteen elected by the members, plus 3 co-opted trustees are allowed at any one time. It is a requirement that trustees have been members of the Branch for 3 months or more.

Each year, trustees review the skills and experience the board requires. Role descriptions for new trustees are drafted with reference to the results of this review and advertised widely online. Supporters of the charity who express an interest in the trusteeship are initially offered the opportunity to visit the charity and meet with the Chairman and CEO to discuss the role and responsibilities of the trusteeship in relation to the charity's activities. If appropriate, they are then invited to attend a number of board meetings as observers.

The directors of the Trust are the Branch trustees.

An information pack containing Charity Commission CC3, RSPCA Animal Welfare Policies, and Guidelines for Branch Trustees and other relevant information is provided for each Trustee. In addition, all new Trustees spend time at the Charity's Albert Road HQ meeting with the CEO and Senior Managers, touring the site and being introduced to staff. Trustees are also provided with full copies of the current Strategy Plan, Annual Report and Accounts and meeting minutes. Information is provided about Trustee training days organised both internally and by external providers.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

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

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

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

Auditors
Godfrey Wilson Limited were re-appointed as auditors to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 12 June 2023 and signed on their behalf by

C Cowley

Chris Cowley - Chairman (for the period 1 January 2022 to 31 December 2022)

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Opinion
We have audited the financial statements of Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch (the 'charity') for the year ended 31 December 2022 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion
We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

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

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

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception
In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees
As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our responsibilities for the audit of the financial statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

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

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

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

(3) We inspected the minutes of trustee meetings.

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

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

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

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

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

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 12 June 2023

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of financial activities

For the year ended 31 December 2022

	Notes	Restricted £	Unrestricted £	**2022 Total £**	2021 Total £
Income from:					
Donations and legacies	3	31,958	1,979,966	**2,011,924**	1,674,686
Charitable activities	4	34,993	147,670	**182,663**	133,807
Other trading activities	5	-	25,876	**25,876**	29,257
Investments	6	-	42,723	**42,723**	40,443
Total income		66,951	2,196,235	**2,263,186**	1,878,193
Expenditure on:					
Raising funds		-	267,606	**267,606**	260,384
Charitable activities		44,243	1,311,265	**1,355,508**	1,241,568
Total expenditure	8	44,243	1,578,871	**1,623,114**	1,501,952
Net gains / (losses) on investments		-	(255,968)	**(255,968)**	141,428
Net income	9	22,708	361,396	**384,104**	517,669
Transfers between funds		(24,853)	24,853	**-**	-
Net movement in funds		(2,145)	386,249	**384,104**	517,669
Reconciliation of funds:					
Total funds brought forward		14,380	5,008,315	**5,022,695**	4,505,026
Total funds carried forward		12,235	5,394,564	**5,406,799**	5,022,695

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Balance sheet

As at 31 December 2022

	Note	£	2022 £	2021 £
Fixed assets				
Tangible assets	12		**2,232,065**	2,292,619
Investments	13		**1,617,943**	1,588,761
			3,850,008	3,881,380
Current assets				
Stock	14	**19,191**		20,391
Debtors	15	**1,346,384**		833,564
Cash at bank and in hand		**327,860**		387,604
		1,693,435		1,241,559
Liabilities				
Creditors: amounts falling due within 1 year	16	**(136,644)**		(100,244)
Net current assets			**1,556,791**	1,141,315
Net assets	17		**5,406,799**	5,022,695
Funds	18			
Restricted funds			**12,235**	14,380
Unrestricted funds				
Designated funds			**4,232,065**	4,092,619
General funds			**1,162,499**	915,696
Total charity funds			**5,406,799**	5,022,695

Approved by the trustees on 12 June 2023 and signed on their behalf by

C Cowley

Chris Cowley - Chairman (for the period 1 January 2022 to 31 December 2022)

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of cash flows

For the year ended 31 December 2022

	2022 £	2021 £
Cash used in operating activities:		
Net movement in funds	**384,104**	517,669
Adjustments for:		
Depreciation charges	**87,169**	91,200
(Gains) / losses on investments	**255,968**	(141,428)
Dividends, interest and rents from investments	**(42,723)**	(40,443)
Investment management fees	**14,916**	14,904
Decrease / (increase) in stock	**1,200**	33,763
Decrease / (increase) in debtors	**(512,820)**	(587,072)
Increase / (decrease) in creditors	**36,400**	(11,929)
Net cash used in operating activities	**224,214**	(123,336)
Cash flows from investing activities:		
Dividends, interest and rents from investments	**42,723**	40,443
Investment management fees	**(14,916)**	(14,904)
Purchase of tangible fixed assets	**(26,615)**	(35,350)
Proceeds from the sale of investments	**446,812**	844,008
Purchase of investments	**(724,907)**	(637,745)
Net cash provided by investing activities	**(276,903)**	196,452
Increase in cash and cash equivalents in the year	**(52,689)**	73,116
Cash and cash equivalents at the beginning of the year*	**408,929**	335,813
Cash and cash equivalents at the end of the year*	**356,240**	408,929

* Cash and cash equivalents comprises:

Cash at bank and in hand	**327,860**	387,604
Cash held in investments	**28,380**	21,325
Total cash	**356,240**	408,929

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

1. Accounting policies

a) Basis of preparation

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

These financial statements consolidate the results of the Bristol and District Branch of the Royal Society for the Prevention of Cruelty to Animals and those of the Bristol Dogs and Cats Home which are linked charities.

b) Going concern basis of accounting

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

c) Income

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

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

1. Accounting policies (continued)

c) Income (continued)

Charitable activities income generated through clinic and rehoming fees are recognised at point of sale. Retail shop and rental income is also recognised at point of sale with general fundraising income being recognised at point of receipt.

d) Donated services and facilities

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

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

Donated goods are recognised at the point of donation where the value is measurable, otherwise they are recognised at the point of sale and at the actual value realised for the sale of the goods.

e) Interest receivable

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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Investment income and gains and losses are allocated to unrestricted funds.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity is partially exempt and irrecoverable VAT is allocated across cost categories using the support cost allocation basis set out in note 1h.

1. Accounting policies (continued)

h) Allocation of support and governance costs

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

	2022	2021
Raising funds	**18.4%**	16.7%
Charitable activities	**81.6%**	83.3%

The cost of raising funds includes investment management fees.

i) Tangible fixed assets

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

Freehold property	straight line over expected useful life (50 years)
Motor vans and equipment	straight line over 4 - 5 years
Freehold land	not depreciated

Items of equipment are capitalised where the purchase price exceeds £2,000.

j) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

k) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1. **Accounting policies (continued)**

n) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

p) Pension costs

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

q) Operating leases

Rentals under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

r) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

Accrued legacy income

As described in note 1c to the financial statements, legacy income is accrued when receipt is considered probable, when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

2. Prior period comparative: statement of financial activities

	Restricted £	Unrestricted £	**2021 Total £**
Income from:			
Donations and legacies	11,080	1,663,606	**1,674,686**
Charitable activities	23,150	110,657	**133,807**
Other trading activities	-	29,257	**29,257**
Investments	-	40,443	**40,443**
Total income	34,230	1,843,963	**1,878,193**
Expenditure on:			
Raising funds	-	260,384	**260,384**
Charitable activities	19,184	1,222,384	**1,241,568**
Total expenditure	19,184	1,482,768	**1,501,952**
Net gains on investments	-	141,428	**141,428**
Net income	15,046	502,623	**517,669**
Transfers between funds	(16,827)	16,827	**-**
Net movement in funds	(1,781)	519,450	**517,669**

3. Income from donations and legacies

	Restricted £	Unrestricted £	**2022 Total £**
Legacies	-	1,709,159	**1,709,159**
Donations	31,958	254,491	**286,449**
Gift aid	-	16,316	**16,316**
Total donations and legacies	31,958	1,979,966	**2,011,924**

Prior period comparative

	Restricted £	Unrestricted £	2021 Total £
Legacies	-	1,415,658	1,415,658
Donations	11,080	222,058	233,138
Gift aid	-	18,836	18,836
Grants	-	7,054	7,054
Total donations and legacies	11,080	1,663,606	1,674,686

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Notes to the financial statements

For the year ended 31 December 2022

4. Income from charitable activities

	Restricted £	Unrestricted £	**2022 Total £**
Dog warden income	-	55,551	**55,551**
Grants	34,993	14,500	**49,493**
RSPCA income	-	20,033	**20,033**
Adoptions	-	32,014	**32,014**
Subsidised vet fees	-	25,572	**25,572**
Total charitable activities	34,993	147,670	**182,663**

Prior period comparative

	Restricted £	Unrestricted £	2021 Total £
Dog warden income	-	30,042	30,042
Grants	23,150	2,750	25,900
RSPCA income	-	23,959	23,959
Adoptions	-	26,265	26,265
Subsidised vet fees	-	27,641	27,641
Total charitable activities	23,150	110,657	133,807

5. Income from other trading activities

	Restricted £	Unrestricted £	**2022 Total £**	2021 Total £
Sundry rental income	-	22,311	**22,311**	19,228
Shop income	-	3,347	**3,347**	5,680
Other fundraising income	-	218	**218**	4,349
Total other trading activities	-	25,876	**25,876**	29,257

All income from other trading activities in the prior year was unrestricted.

6. Investment income

	Restricted £	Unrestricted £	**2022 Total £**	2021 Total £
Dividends received	-	42,378	**42,378**	33,251
Interest received	-	345	**345**	7,192
Total investment income	-	42,723	**42,723**	40,443

All investment income in the prior year was unrestricted.

7. Government grants

In the prior year only, the charity received government grants, defined as funding from Bristol City Council and under the Coronavirus Job Retention Scheme to fund charitable activities. The total value of such grants in the year ending 31 December 2021 was £7,054. There are no unfulfilled conditions or contingencies attaching to these grants.

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2022 Total £**
Staff costs (note 10)	160,882	714,764	188,718	**1,064,364**
Rehoming centre costs	-	183,300	-	**183,300**
Clinic costs	-	132,846	-	**132,846**
Printing and design	9,395	-	-	**9,395**
Communications	-	-	14,209	**14,209**
Subscriptions, licences and charges	3,000	-	1,816	**4,816**
Travel and subsistence	1,477	-	6,725	**8,202**
Room hire and event costs	6,393	-	-	**6,393**
Goods for resale costs	262	-	-	**262**
Fundraising costs	2,423	-	-	**2,423**
Premises and maintenance costs	9,680	-	36,791	**46,471**
Website and database development	-	-	13,533	**13,533**
Investment management costs	14,916	-	-	**14,916**
Insurance	-	-	5,753	**5,753**
Audit and accountancy	-	-	7,505	**7,505**
Professional and legal	-	-	1,054	**1,054**
Depreciation	-	61,682	25,487	**87,169**
HR, training and development costs	-	-	14,223	**14,223**
Irrecoverable VAT	-	-	6,245	**6,245**
Miscellaneous costs	-	-	35	**35**
Sub-total	208,428	1,092,592	322,094	**1,623,114**
Allocation of support and governance costs	59,178	262,916	(322,094)	**-**
Total expenditure	**267,606**	**1,355,508**	**-**	**1,623,114**

Total governance costs were £18,260 (2021: £25,440), which includes audit fees, governance-related legal and professional fees and staff salaries related to governance activities.

8. Total expenditure

Prior year comparative

	Raising funds £	Charitable activities £	Support and governance costs £	**2021 Total £**
Staff costs (note 10)	131,645	658,566	144,583	**934,794**
Rehoming centre costs	-	161,647	-	**161,647**
Clinic costs	-	105,378	-	**105,378**
Printing and design	8,818	-	-	**8,818**
Communications	-	-	12,605	**12,605**
Subscriptions, licences and charges	2,445	-	1,321	**3,766**
Travel and subsistence	2,272	-	6,075	**8,347**
Room hire and event costs	2,129	-	-	**2,129**
Goods for resale costs	6,150	-	-	**6,150**
Fundraising costs	7,896	-	-	**7,896**
Premises and maintenance costs	34,064	-	51,717	**85,781**
Website and database development	-	-	6,792	**6,792**
Investment management costs	14,904	-	-	**14,904**
Insurance	-	-	8,681	**8,681**
Audit and accountancy	-	-	6,500	**6,500**
Professional and legal	-	-	13,344	**13,344**
Depreciation	-	65,537	25,663	**91,200**
HR, training and development costs	-	-	8,559	**8,559**
Irrecoverable VAT	-	-	14,580	**14,580**
Miscellaneous costs	-	-	81	**81**
Sub-total	210,323	991,128	300,501	**1,501,952**
Allocation of support and governance costs	50,061	250,440	(300,501)	**-**
Total expenditure	**260,384**	**1,241,568**	**-**	**1,501,952**

9. Net movement in funds

This is stated after charging:

	2022	2021
	£	£
Depreciation	**87,169**	91,200
Operating lease payments	**37,731**	81,431
Trustees' remuneration	**Nil**	Nil
Trustees' reimbursed expenses	**Nil**	Nil
Auditors' remuneration:		
▪ Statutory audit	**7,500**	6,600

10. Staff costs and numbers

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages	**954,951**	849,046
Social security costs	**75,927**	55,095
Pension costs	**33,485**	30,653
	1,064,363	934,794

There were no employees paid over £60,000 in the year.

The key management personnel of the charity comprise the Trustees, the Chief Executive Officer, the Finance Manager, the Fundraising & Communications Manager, the Facilities, Health & Safety, and Administration Manager, the Animal Home Manager, and the Principal Veterinary Surgeon. The total employee benefits of the key management personnel were £247,854 (2021: £195,718). Current year key management personnel includes an additional role created at the start of the year.

	2022	2021
Average head count:	**No.**	No.
Charitable	**40**	26
Fundraising	**5**	5
Support	**7**	7
	52	38

11. Taxation

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

12. Tangible fixed assets

	Freehold property £	Motor vans and equipment £	**Total £**
Cost			
At 1 January 2022	4,265,220	308,850	**4,574,070**
Additions in year	1,762	24,853	**26,615**
At 31 December 2022	4,266,982	333,703	**4,600,685**
Depreciation			
At 1 January 2022	1,985,729	295,722	**2,281,451**
Charge for the year	76,159	11,010	**87,169**
At 31 December 2022	2,061,888	306,732	**2,368,620**
Net book value			
At 31 December 2022	**2,205,094**	**26,971**	**2,232,065**
At 31 December 2021	2,279,491	13,128	2,292,619

Included in freehold property is freehold land at a cost of £459,020 (2021: £459,020) which is not depreciated.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Notes to the financial statements

For the year ended 31 December 2022

13. Investments

	Listed securities £	Cash £	**2022 £**	2021 £
At 1 January 2022	1,567,436	21,325	**1,588,761**	1,661,946
Additions	724,907	-	**724,907**	637,745
Disposals proceeds	(446,812)	-	**(446,812)**	(844,008)
Gains / (losses)	(255,968)	-	**(255,968)**	141,428
Cash movement	-	7,055	**7,055**	(8,350)
Market value at 31 December 2022	**1,589,563**	**28,380**	**1,617,943**	1,588,761
Historical cost: **At 31 December 2022**			**1,575,736**	1,259,512

Investments at market value comprise:

	2022 £	2021 £
Listed investments	**1,589,563**	1,567,436
Cash held by brokers	**28,380**	21,325
	1,617,943	1,588,761

14. Stock

	2022 £	2021 £
Medical supplies and goods for resale	**19,191**	20,391

15. Debtors

	2022 £	2021 £
Trade debtors	**36,367**	30,112
Prepayments	**19,363**	33,018
Accrued legacies	**1,233,914**	712,342
Accrued income	**4,074**	7,832
VAT	**14,005**	5,032
Other debtors	**38,661**	45,228
	1,346,384	833,564

16. Creditors: amounts due within 1 year

	2022	2021
	£	£
Trade creditors	**70,886**	52,040
Accruals	**27,965**	25,789
Other taxation and social security	**32,700**	16,527
Other creditors	**5,093**	5,888
	136,644	100,244

17. Analysis of net assets between funds

	Restricted funds	Designated funds	General funds	**Total funds**
	£	£	£	**£**
Tangible fixed assets	-	2,232,065	-	**2,232,065**
Investments	-	1,700,000	(82,057)	**1,617,943**
Current assets	12,235	300,000	1,381,200	**1,693,435**
Current liabilities	-	-	(136,644)	**(136,644)**
Net assets at 31 December 2022	**12,235**	**4,232,065**	**1,162,499**	**5,406,799**

Prior year comparative	Restricted funds	Designated funds	General funds	Total funds
	£	£	£	£
Tangible fixed assets	-	2,292,619	-	2,292,619
Investments	-	1,500,000	88,761	1,588,761
Current assets	14,380	300,000	927,179	1,241,559
Current liabilities	-	-	(100,244)	(100,244)
Net assets at 31 December 2021	14,380	4,092,619	915,696	5,022,695

18. Movements in funds

	At 1 January 2022 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	**At 31 December 2022 £**
Restricted funds						
Wellbeing suite improvements	1,868	-	(1,113)	-	-	**755**
Kennel improvements	9,506	-	(6,403)	-	-	**3,103**
Social media appeals	3,006	-	(3,006)	-	-	**-**
Regular giving	-	220	(220)	-	-	**-**
RSPCA Regional Grant - cat neutering	-	7,250	(7,250)	-	-	**-**
X-ray equipment	-	25,747	(894)	(24,853)	-	**-**
Rehoming staff room	-	1,000	(695)	-	-	**305**
Outreach programme	-	11,000	(11,000)	-	-	**-**
Dog sensory garden	-	21,734	(13,662)	-	-	**8,072**
Total restricted funds	14,380	66,951	(44,243)	(24,853)	-	**12,235**

18. Movements in funds (continued)

	At 1 January 2022 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	**At 31 December 2022 £**
Total restricted funds brought down	14,380	66,951	(44,243)	(24,853)	-	**12,235**
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,292,619	-	(87,169)	26,615	-	**2,232,065**
Capital projects	1,500,000	-	-	200,000	-	**1,700,000**
Legacy contingency fund	300,000	-	-	-	-	**300,000**
Total designated funds	4,092,619	-	(87,169)	226,615	-	**4,232,065**
General funds	915,696	2,196,235	(1,491,702)	(201,762)	(255,968)	**1,162,499**
Total unrestricted funds	5,008,315	2,196,235	(1,578,871)	24,853	(255,968)	**5,394,564**
Total funds	5,022,695	2,263,186	(1,623,114)	-	(255,968)	**5,406,799**

18. Movements in funds (continued)

Purposes of restricted funds

Wellbeing suite	Appeal funds were allocated to make improvements in the Wellbeing Suite.
Kennel improvements	A grant from Animal Friends and an individual donation has been allocated to make improvements to kennel accommodation for the dogs in the Rehoming Centre.
Social media appeals	Various appeals were made on social media throughout the year to fundraise for the cost of operations for specific animals. During 2022 this included dogs, rabbits and improved cat facilities.
Regular giving funds	Regular givers have requested that their contributions be allocated specifically to either dogs or cats upkeep.
RSPCA Regional Grant	RSPCA South West Regional Board awarded us a grant to carry out cat neutering.
X-ray equipment	Grant from the RSPCA Regional Board fund to purchase x-ray equipment.
Rehoming staff room	Restricted grant income for improvements to the animal home staff room.
Outreach programme	Restricted funding obtained to fund outreach activities run by the clinic (to help cover costs associated with the outreach programme, from staffing time to vaccines, worming treatments and room hire). Also capacity within applications to fund research to understand how we could best roll out more outreach support.
Dog sensory garden	Public appeal to fund a new sensory garden for the dogs onsite.

Purposes of designated funds

As set out in the reserves policy, designated funds represent the net book value of tangible fixed assets and fixed asset investments ringfenced for future capital projects and to mitigate poor performance on legacies.

Transfers between funds

Transfers between funds represent the purchase of fixed assets from designated and restricted funds and an additional contribution to capital projects.

18. Movements in funds (continued)

Prior year comparative

	At 1 January 2021 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	At 31 December 2021 £
Restricted funds						
Wellbeing suite improvements	1,868	-	-	-	-	1,868
Kennel improvements	12,000	-	(2,494)	-	-	9,506
Carry on Winter	2,293	-	(2,293)	-	-	-
Keep our nightlight shining	-	4,584	(4,584)	-	-	-
Social media appeals	-	5,361	(2,355)	-	-	3,006
Regular giving	-	240	(240)	-	-	-
Adoption Suite 2021	-	17,000	-	(17,000)	-	-
Persimmon Dog Equipment	-	947	(1,120)	173	-	-
RSPCA Regional Grant - Cat neutering	-	6,098	(6,098)	-	-	-
Total restricted funds	16,161	34,230	(19,184)	(16,827)	-	14,380

18. Movements in funds (continued)

	At 1 January 2021 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	At 31 December 2021 £
Total restricted funds brought down	16,161	34,230	(19,184)	(16,827)	-	14,380
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,348,469	-	(91,200)	35,350	-	2,292,619
Capital projects	1,000,000	-	-	500,000	-	1,500,000
Legacy contingency fund	300,000	-	-	-	-	300,000
Total designated funds	3,648,469	-	(91,200)	535,350	-	4,092,619
General funds	840,396	1,843,963	(1,391,568)	(518,523)	141,428	915,696
Total unrestricted funds	4,488,865	1,843,963	(1,482,768)	16,827	141,428	5,008,315
Total funds	4,505,026	1,878,193	(1,501,952)	-	141,428	5,022,695

19. Financial instruments

	2022	2021
	£	£
Financial assets measured at fair value	**1,589,563**	1,567,436

Financial assets measured at fair value comprise listed investments.

20. Operating lease commitments

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

	2022	2021
	£	£
Amount falling due:		
Within 1 year	**13,353**	16,170
Within 1 - 5 years	**9,160**	16,180
After more than 5 years	**-**	-
	22,513	32,350

21. Related party transactions

In addition to their time, the trustees often provide support to the charity in the form of monetary donations and the donation of goods for sale in the charity's shop. During the year the trustees, in aggregate, made donations of £653 (2021: £nil) and goods for resale of £nil (2021: £536).

22. Contingent assets

In the prior year, the charity had a number of pipeline legacies at 31 December 2021 that were considered probable but were not recognised in the accounts as the measurability was not considered to be sufficiently accurate. The total value of such legacies was approximately £530,000. There are no such contingent assets for legacies in the current year.

Accounts

Charity no. 205858

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report and Audited Financial Statements

31 December 2021

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Reference and administrative details

For the year ended 31 December 2021

Charity number	205858	
Registered office and operational address	48 Albert Road St Philips Bristol BS2 0XA	
Trustees	The trustees who served during the year and up to the date of this report were as follows:	
	Carley Betts	Appointed 29 April 2021 Resigned 31 March 2022
	Caroline Copsey	Appointed 29 April 2021
	Christopher Cowley	
	Steve Crossman	
	Linda Harper	
	Sue Lomax	Resigned 5 October 2021
	Jonathan Parker	
	Helen Paterson	
	Sarah Richdon	Appointed 9 November 2021
	Jane Snow	Appointed 29 April 2021
	Tom Whittaker	Resigned 14 September 2021
Bankers	CAF 25 Kings Hill Avenue West Mailing Kent ME19 4JQ	Barclays Bank Plc 4-5 Southgate Street Bath BA1 1AQ
	NatWest Bank plc 40 Queens Road Bristol BS8 1RF	
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ	
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD	

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Trust Deed and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The object of the national Society (The Royal Society for the Prevention of Cruelty to Animals) is “to ensure animals have a good life by rescuing and caring for those in need, by advocating on behalf of all animals and by inspiring everyone to treat them with compassion and respect.”

The Mission Statement of our Branch is based upon the Society’s object and states that we are committed “to provide the best possible care for Bristol’s animals in need, treating them with the compassion and respect they deserve.”

The objects of our linked charity, the Bristol Dogs and Cats Home are “to promote kindness and prevent cruelty to animals by establishing and maintaining upon the land specified in the schedule hereto or upon other land in or near the City of Bristol a home, hospital or clinic for dogs, cats and other domestic animals in need of care or medical attention.”

Our current strategy that covers the period from 2020-24 details the main objectives and key activities that were identified to achieve these objectives.

The main objectives identified that cover the core areas of our work are:

Welfare: we will

1. Provide the best care for every animal in our care;
2. Provide the best support for people and their pets; and
3. Improve the quality of our premises for our animals and our people.

Our people: we will

4. Increase support for and from our volunteers; and
5. Support the mental, development and physical needs of our staff and volunteers.

Our community: we will

6. Promote our belief that people and pets are good for each other;
7. Generate more support from and engage more people with our charity through our communications; and
8. Provide the best experience for every supporter.

Resourcing: we will

9. Increase sources and levels of income targeting those fundraising activities delivering the best return on our investment; and
10. Sustain the optimum levels of resources, facilities, skills and expertise to deliver our mission in Bristol.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report of the trustees

For the year ended 31 December 2021

Our activities for 2021 continued to be affected by the ongoing restrictions due to Covid-19, leading to ongoing disruption to our planned activities.

1. Provide the best care for every animal in our care.
   - With the support of a grant from the RSPCA South West Regional Board, we were able to continue to promote and provide low-cost or free cat neutering to those who were unable to afford to pay for the service elsewhere and for stray cats brought to us. We neutered 415 cats during the year;
   - We implemented a more cost-effective outsourced out of hours emergency veterinary service for nights and weekends, allowing us to focus more of our time and funds on the care and rehabilitation of the animals in our care; and
   - We increased the number of animal care staff and volunteers working in the evening and extended their working hours until 10pm to ensure our animals receive more care.

2. Provide the best support for people and their pets.
   - We continued to provide our outreach clinics at Lawrence Weston and Knowle West when lockdown restrictions permitted. The clinic team kept in contact with phone consultations and ensured medication continued to be delivered when it was not possible to hold face-to-face consultations; and
   - A new outreach clinic site has been secured in Filwood as the Knowle West community centre is closing in early 2022. We have also started to try to secure additional funding to extend our outreach programme more widely across the city.

3. Improve the quality of our premises for our animals and our people.
   - We started work on reconfiguring some of our dog kennels to create more suitable accommodation for our larger dogs and create a new outdoor exercise area for them to play in; and
   - We completed work on a new accessible adoption suite with the support of grants from Battersea Dogs and Cats Home and Animal Friends. This has allowed us to introduce people to their potential new pets in a larger more comfortable environment.

4. Increase support for and from our volunteers.
   - Despite the challenges of Covid-19 lockdown restrictions, we recruited 47 new volunteers and many additional new roles from volunteer animal care assistants to reception volunteers and fundraising volunteers; and
   - We published an updated volunteer handbook and carried out a volunteer satisfaction survey which will help inform what more we can do for our volunteers in the future.

5. Support the mental, development and physical needs of our staff and volunteers.
   - Our employee assistance programme offers confidential support for employees and their families and we continued to promote this during the year given the extra issues caused by Covid-19;
   - We provided enhanced sick pay for most of the year so our staff continued to be paid when they were off either ill or isolating due to Covid-19; and
   - Line managers were asked to ensure that wellbeing checks were introduced at both regular one-to-one meetings as well as at appraisals.

6. Promote our belief that people and pets are good for each other.
   - We launched a survey at the end of the year to capture data on the impact of their pets on their wellbeing. This data will be published in a report in 2022 and the findings used to inform our future activities.

7. Generate more support from and engage more people with our charity through our communications.
   - New promotional leaflets were designed and distributed to publicise our cause;
   - Working with We are Halo as part of their Charity of the Year partnership, we developed a digital strategy to increase brand awareness; and
   - Social media posts and donations were increased during the year and plans were put in place to increase the number of email contacts on our database.

8. Provide the best experience for every supporter.
   - Supporter 'journeys' were agreed and implemented during the year so that our supporters know the value and impact of their contributions to the charity;
   - Our website will be refreshed in 2022, but changes were made throughout the year to improve its performance and usability; and
   - Plans to introduce new processes to capture feedback data from our supporters were put on hold to focus on other priorities.

9. Increase sources and levels of income targeting those fundraising activities delivering the best return on our investment.
   - Legacy income continues to be the main source of income for the charity;
   - New regular giving products were successfully introduced during the year and appeal income was ahead of target;
   - A part-time corporate fundraiser was appointed in the last half of the year to help diversify income in this area. Corporate volunteering has been severely impacted by lockdown restrictions resulting in significantly reduced income in the past two years; and
   - A number of sources of income such as general donations, events and community fundraising continued to be adversely impacted by the effects of Covid-19 and lockdown restrictions.

10. Sustain the optimum levels of resources, facilities, skills and expertise to deliver our mission in Bristol.
    - Our veterinary services were restructured in 2021, transferring overnight and weekend care of injured animals to an outsourced local veterinary facility. This has resulted in us being able to maintain consistently high standards of animal care at significantly lower costs, allowing us to direct our resources more effectively; and
    - Following the departure of the CEO at the end of 2020, trustees are currently recruiting for a replacement and hope to have appointed a successor before mid-2022.

We also sustain our commitment to deliver care for animals in need in support of the Society's objectives and our mission statement by:

- Providing veterinary care and preventative health treatment for companion animals whose owners are unable to afford private veterinary fees through our outreach programme, as well as veterinary care for stray animals and wildlife;

- Taking in domestic animals of all kinds to our Animal Home, giving priority to those in urgent need where their current situation makes them vulnerable to suffering. This may include stray animals as well as those subjected to cruelty or neglect. Having removed animals to a safer environment our objective is then to do all we can to find them new homes with caring owners; and
- Providing information and advice to the public on all animal welfare issues, promoting responsible pet ownership and campaigning for improvements in the welfare of both owned and unowned animals, including wildlife.

Commitment to public benefit
Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our charitable aims and objectives and in preparing the new strategy. While trustees believe that all activities to prevent cruelty to and enhance the wellbeing of animals also benefit the public, they have identified the following activities in particular that demonstrate our commitment to public benefit:

a) Taking responsibility for a sick or injured animal free of charge, if the owner agrees to sign the animal over to us;
b) Working with Bristol City Council to provide care and rehoming facilities for stray dogs;
c) Taking responsibility for animals whose owners are no longer able to care for them;
d) Providing free outreach clinics and access to telephone advice for those members of the public unable to pay fees;
e) Providing free education on animal welfare to veterinary students, schools and groups across Bristol; and
f) Supporting the RSPCA Inspectorate.

ACHIEVEMENTS AND PERFORMANCE

Our Animal Home

Activity Summary

Activity	Total Animals	Dogs	Cats	Rabbits	Other animals
Animals taken in	679	236	280	32	131
Rehomed	293	65	126	17	85

Activity during the year continued to be affected by the lockdown restrictions due to Covid-19. We remained open for emergencies throughout the year, but we were forced to restrict public visits for most of the year, impacting our ability to rehome as many animals as in previous years.

We increased the amount of time our team gets to spend with the animals in our care by changing shift patterns so more staff and volunteers work till later into the evening.

We rehomed 293 animals during the year – this was a 32% increase compared to 2020 but still well below the levels of 2019 of 523 animals rehomed.

We have seen an increase in the number of dogs being taken into our care with more severe behavioural issues throughout the year, resulting in longer stays for dogs before they are suitable for rehoming. This is resulting in longer waiting lists for people who want to sign over their animals to us.

Our Clinic

Activity Summary

Activity	Total	Dogs	Cats	Other
Consultations/examinations (all work types)	2,773	939	1,482	352
Neutering	542	78	415	49
Other Surgical procedures	147	89	52	6
Inpatients per 24hrs (all work types)	5,464	328	4,827	309
Outreach Clinic examinations/consultations	1,151	517	571	63
Microchipping	296	27	234	35
RSPCA Inspectorate Support (Examinations/Reports/Court etc. Hours)	86			
Wildlife Admissions	724			

We outsourced our overnight and weekend veterinary service to a local provider from March 2021. This has been a great success, providing us with a more cost-effective way to continue to provide 24/7 care to animals in need.

We kept our outreach clinics running as much as possible during 2021. We have recently secured a new site at Filwood to run our weekly clinic as the Knowle West site will be closing in early 2022. At the end of the year we partnered with Bristol PAWS to run vaccination clinics at the Lawrence Weston site.

We continued to support the RSPCA Inspectorate; examining welfare cases, providing advice and preparing for and attending crown court cases.

With support of a grant from the RSPCA Regional Board, we were able to increase the level of cat neutering offered during the year. 415 cats were neutered during the year compared to 175 in 2020.

FUNDRAISING AND COMMUNICATIONS

Fundraising

Our fundraising activities continued to be disrupted during the year due to Covid-19 restrictions, with general donations and events most affected as we were unable to allow visitors on site for large parts of the year. Our fundraising income included legacies of just over £1.4 million (including accrued legacies of £325k) which reflects our continuing reliance on legacy income (over 75% of total income for 2021). We are extremely grateful for the generosity of people and their families willing to support us with legacies to enable us to carry out our work. In addition to this, our supporters continued to generously donate to our appeals and our corporate supporters continued to fundraise on our behalf despite having limited opportunities to visit us.

The table below highlights some of the non-legacy contributions so generously provided by our volunteers, staff individual and corporate supporters:

Our Fundraisers / donors	Event / Activity	Funds raised £ / resources donated
Members and supporters	Appeals and donations	£84,932
Regular donors	Regular giving schemes	£32,651
Event volunteers and supporters	Events	£17,522
Volunteer fundraisers	Community fundraising	£12,940
Corporate supporters	Corporate donations	£18,091
Corporate supporters	Free services provided	Will writing, digital consultancy and free advertising

Fundraising compliance

We sustain our commitment to working with the Fundraising Regulator and the Fundraising Preference Service (FPS).

Specific assurances in response to current SORP requirements are provided as follows:

1. Our fundraising approach is based on the budgeted needs identified and approved by the board of trustees at the beginning of the financial year. We employ a small team of professional fundraisers to deliver the targets and initiatives set each year. Each member of the team receives regular training in compliance requirements and fundraising standards. We pursue a variety of fundraising activities throughout each twelve month period and seek to involve suitably trained volunteers in many activities. We undertake public collections, run events, place collection tins in local retail outlets as well as running appeals and challenge activities to raise funds and awareness for our cause. The majority of our funds are received as legacies or fees from our veterinary and rehoming services;
2. We do not employ any third party fundraising agencies or have activities carried out on our behalf by commercial participators;
3. We are not aware of any failures to comply with fundraising standards or related schemes of regulation by us or others acting on our behalf;
4. We monitor fundraising activities by others in aid of our cause by ensuring that everyone volunteering to fundraise for us does so ‘in aid’ of us. Such fundraisers are also given guidance on best fundraising practice, and supplied with a specific logo stating that they are fundraising ‘in aid of Bristol A.R.C.’ to use with any materials that they create. During street or bucket collections, all volunteers are informed of the expected fundraising behaviour and policies;
5. We received no complaints about our fundraising activities during 2021 and did not receive any suppression requests through the Fundraising Preference Service; and
6. In order to protect vulnerable people with regard to our fundraising activities all members of our Fundraising and Communications Team understand the requirements of the Institute of Fundraising Guidelines on ‘Treating Donors Fairly’ and this forms part of new staff inductions. This information has also been used to inform our policy on vulnerable donors, and we are monitoring the availability of further training opportunities.

Ongoing work to implement the requirements of the General Data Protection Regulations continued during the year. Trustees continue to keep a close eye on our supporter engagement activities and ensure we meet the expectations of the public in terms of our use and accountability for the information they choose to provide to us.

Financial review

Total income for the year was £1.9 million which was a 17% increase compared to 2020 income (£1.6 million). The increase was mainly due to increased legacy income, £1.4 million, compared to £1 million in 2020. Donation income decreased by almost £100k, mainly due to a reduction in appeal income when compared to 2020 which was higher than normal due to the amazing response from our supporters to our Covid-19 emergency appeal.

Expenditure decreased by 19% to £1.5 million (£1.85 million – 2020). The main savings were in staff costs which were almost 30% lower than in 2020 due to the vacant CEO post and the decision to outsource our out of hours veterinary services. There were no other significant variations in expenditure.

Our investment portfolio ended the year with a £141k gain overall following a strong recovery in the last quarter of the year (£5k gain – 2020), with dividend income performing better than expected.

Overall, net income for the year was £518k (2020 – net expenditure £242k) which was a £902k improvement on budget. This was achieved with significantly increased legacy income compared to budget, but also with staff cost reductions achieved across the organisation during the year.

Reserves policy

The aim of the policy is to reflect the trustees' objective of maintaining a sound financial base for the charity that enables both stability and growth. To achieve this, the trustees seek to manage the charity's financial reserves in accordance with the policy and the requirements of the charity's risk management strategy.

The charity will hold financial reserves in accordance with the following structure:

1. A sum equal to six months' operating costs will be held for use as 'working capital' to cover day to day operational management.
   As at December 2021 this equates to £750k.

2. A sum that is held to provide for significant capital projects. The current organisational strategy has identified the need for the charity to secure and develop a new rehoming site. A decision was taken during the year to delay progressing this for five years due to the ongoing financial impact of Covid-19 on the charity and smaller capital improvements to the current site have been identified to complete in the next year. The purpose of the new site will be to improve the quality of care provided to animals ready for rehoming and the experience of visitors to the site, including supporters and potential adopters.
   As at December 2021 the reserves held for significant capital projects is £1.5m.

3. A balancing sum that will be held to mitigate up to 2 years' bad performance on legacies. Legacies currently make up over 70% of the charity's income and a low level of receipts in any one year would present a significant risk to the operation of the charity.
   As at December 2021 this amounts to £300k.

4. Buildings and equipment used to provide our core rehoming and clinic services are classified as designated funds and represented in fixed assets.
   As at December 2021 this amounts to £2.3m.

The specific sums held will be quantified annually together with any changes to the charity's risk management profile and represented in the accounts in accordance with the structure noted above.

The trustees intend to sustain the level of reserves to ensure that they can meet all these contingencies with the aim of continuing the commitments to animal welfare the charity has taken responsibility for. It is the intention of the trustees to review this policy and agree any revisions at the April trustee meeting every year.

Risk management

The trustees are responsible for identifying and managing the major risks facing the charity that might significantly alter or undermine the capacity of the charity to fulfil its objectives. Risks are classified in the headings below in a risk management register that is regularly reviewed by senior managers and by trustees at board meetings.

The major risks to which the charity is exposed, as identified by the trustees is summarised under five headings in the risk register as follows:

- **Governance** e.g. organisational structure, skills base, key staff, trustee recruitment, retention and expertise.
- **Operational** e.g. animal welfare, commercial contracts, staff welfare and HR, asset security, health and safety, IT systems.
- **Financial** e.g. investments, cash, debtors, fraud, fund raising, legacies.
- **Reputation and external factors** e.g. online profile, media interest, relations with supporters / funders / clients / other animal welfare charities / professional bodies and the effect of changes in e.g. government policies.
- **Compliance** e.g. legal obligations, licence conditions, charity regulations, Data Protection and fundraising regulations, RSPCA rules.

During the year, trustees and the Senior Management Team kept the impact of Covid-19 in terms of both health and safety as well as the impact to all other areas of the charity under close scrutiny. Risk assessments were updated to reflect Government guidance and for each board meeting.

All other risks were reviewed on a regular basis throughout the year, with an updated risk register being presented and approved by trustees at least four times annually.

As a result of the review trustees confirmed that they are satisfied with arrangements for managing the risks identified and are currently satisfied with the risk scores for each area.

Remuneration and expenses

The board of trustees have overall responsibility for ensuring the charity delivers its objectives in full compliance with relevant legislation and related guidance from the Charity Commission. The board delegates responsibility for the day-to-day operations of the charity to the senior management team. All trustees give of their time freely and no trustee received remuneration in the year. Details of trustees' expenses are disclosed in note 9 to the accounts.

The pay of the senior staff is reviewed annually.

Related party relationships

Each trustee now completes a register of interests and related party transactions; this register is updated annually and whenever any relevant changes occur.

The charity is guided by national policy as stated by the national RSPCA. In the furtherance of its aims, it also has relationships with other animal welfare charities, professional bodies, local authorities and the Royal College of Veterinary Surgeons. Through its clinic, the charity occasionally works with the other private vet practices within the Branch area concerning developments in animal welfare practice.

In addition, the charity works in partnership with other charities including Street Vet to support animals whose owners are in housing crisis. Through its animal home, the charity works with Bristol City Council to manage the welfare and care of stray dogs in Bristol and liaises with RSPCA and other animal welfare centres to locate appropriate rehoming opportunities for animals in its care.

Principal funding

The trustees recognise that the charity's two main areas of funding are legacies and Rescue Centre fees (including fees from our veterinary clinic and rehoming activities). Legacy income is unpredictable and varies from year to year; in 2021 the total amount received was £1.4m. The fees generated by the Animal Rescue Centre were £147k, and other sources of income totalled £307k.

The ten-year average for legacy receipts is circa £1.22m p/a. This has resulted in the creation of a strong investment portfolio and a review of the charity's policy as set out below.

Material investment policy

The trustees wish to pursue an investment strategy of diversified assets predominately including Government bonds and other fixed interest securities, UK and overseas shares, property and cash deposits, but not excluding alternative investments that may use derivatives for hedging purposes, private equity, commodities and foreign currencies.

Providing an income from the designated investments is a primary objective for supplementing the charity's other sources of income. The capital value of the investment portfolio should be maintained in real terms, after allowing for the effects of inflation, over the medium to long term, commensurate with the level of risk the trustees deem necessary in achieving these objectives.

The Investment Manager is required to provide half yearly reports to include, portfolio valuation of all investments held, detailed transaction and income statements, investment review and commentary. Each year, statements provide accounting information of all tax deducted from income received. Additionally, each year the Investment Manager presents their investment portfolio review to the trustees and ad hoc valuations are available upon request with electronic versions online.

The trustees are required to review the Investment Policy Statement each year. Any change in policy or the investment objectives is conveyed to and agreed with the Investment Manager on a timely basis. At the December board meeting, it was agreed that withdrawals from the portfolio during 2021 would be returned once cashflow allowed in early 2022. The current policy includes strict guidelines on the type of investments the trustees believe to be compatible with the ethical position of the charity including avoidance of investments in companies involved in animal testing.

STRATEGY PLAN ACTIVITIES 2022

2022 is our 135th anniversary and trustees plan to continue the activities outlined, and subject to sufficient funding, these will include:

2022 Our Animal Home activities will include:
- Providing shelter and re-homing services for abandoned and unwanted companion animals;
- Continuing to take in and care for stray animals as required and remain the main kennels for Bristol City Dog Warden Services under our contract with Bristol City Council;
- Continuing to improve behavioural training standards and the welfare of animals in our care and enhance their potential of finding a new home; and
- Capturing more details and statistics on the welfare of our animals so we can analyse trends and plan future needs.

2022 Our Clinic activities will include:
- Continuing to provide expert veterinary care for all the animals passing through our Animal Home;
- A daytime veterinary service for sick and injured stray pets;
- A daytime service for emergency wildlife casualties;
- Providing animal welfare expertise in supporting the RSPCA Inspectorate;
- Provision of low cost neutering schemes for Bristol;
- Working with partners to deliver more economically sustainable out of hours veterinary services; and
- Securing funding to increase the number of outreach veterinary clinics we run weekly in local communities.

2022 Bristol Animal Rescue Centre activities will include:
- Continuing to increase support and opportunities for volunteers to engage with us across all our activities;
- Improve brand awareness of the charity and increase number of supporters through our 135th anniversary planned activities;
- Develop new website to meet the needs of our supporters; and
- Sustaining and growing promotion of our cause via our online profiles and website as well as targeted events across the City.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution
The Bristol and District Branch (charity number: 205858) was originally formed under the title of The Bristol and Clifton Branch in 1842 as an unincorporated body. The Charity Commissioners granted a certificate of incorporation of the trustees of the charity by the name of “The Incorporated Trustees of the RSPCA – Bristol and District Branch”. The certificate was issued on 13 April 2006. The branch is governed in accordance with the rules set by the national charity the Royal Society for the Prevention of Cruelty to Animals.

Bristol Dogs and Cats Home is governed by a Scheme set up on 4 December 1953 by an order of the Charity Commission. On 27 June 2012 a resolution was passed that “The Bristol Dogs and Cats Home Trust” (“the Trust”) be constituted as the managing trustee of Bristol Dogs and Cats Home (“the Home”).

The Branch and the Home are registered with the Charity Commission for England and Wales as linked charities sharing the same number.

In January 2018, the two charities adopted the working names of Bristol Animal Rescue Centre (Bristol A.R.C.) to enable them to promote their charitable activities on behalf of Bristol's animals more effectively to the public.

Governance

The trustees will continue to monitor closely the financial operations of the charity with the CEO and senior management team and seek the professional guidance of the charity's professional financial and investment advisors.

Ongoing monitoring will also continue to ensure compliance for our fundraising and communication activities. Trustees are also being offered more opportunities to attend training courses on governance and other relevant subjects that are provided at little or no charge by our professional advisors and Bristol charity support organisations.

Recruitment and training of trustees

The managing trustees are the Incorporated Trustees of the RSPCA Bristol and District Branch. The board of trustees is elected every year from the members of the RSPCA Bristol Branch at the Annual General Meeting of the Branch. The board must consist of not less than five or more than fourteen elected by the members, plus 3 co-opted trustees are allowed at any one time. It is a requirement that trustees have been members of the Branch for 3 months or more.

Each year, trustees review the skills and experience the board requires. Role descriptions for new trustees are drafted with reference to the results of this review and advertised widely on line. Supporters of the charity who express an interest in the trusteeship are initially offered the opportunity to visit the charity and meet with the Chairman and CEO to discuss the role and responsibilities of the trusteeship in relation to the charity's activities. If appropriate, they are then invited to attend a number of board meetings as observers.

The directors of the Trust are the Branch trustees.

An information pack containing Charity Commission CC3, RSPCA Animal Welfare Policies, and Guidelines for Branch trustees and other relevant information is provided for each trustee. In addition, all new trustees spend up to two days at the charity's Albert Road HQ meeting with senior managers, touring the site and being introduced to staff. Trustees are also provided with full copies of the current strategy plan, annual report and accounts and meeting minutes. Information is provided about trustee training days organised both internally and by external providers.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

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

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

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

Auditors
Godfrey Wilson Limited were re-appointed as auditors to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 25 April 2022 and signed on their behalf by

Chris Cowley

Chris Cowley - Chairman

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Opinion

We have audited the financial statements of Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch (the 'charity') for the year ended 31 December 2021 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

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

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

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

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

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

(3) We inspected the minutes of trustee meetings.

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

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

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

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

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

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Use of our report
This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 26 April 2022

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of financial activities

For the year ended 31 December 2021

	Notes	Restricted £	Unrestricted £	**2021 Total £**	2020 Total £
Income from:					
Donations and legacies	3	11,080	1,663,606	**1,674,686**	1,397,252
Charitable activities	4	23,150	110,657	**133,807**	135,751
Other trading activities	5	-	29,257	**29,257**	34,746
Investments	6	-	40,443	**40,443**	36,022
Total income		34,230	1,843,963	**1,878,193**	1,603,771
Expenditure on:					
Raising funds		-	260,384	**260,384**	254,723
Charitable activities		19,184	1,222,384	**1,241,568**	1,596,406
Total expenditure	8	19,184	1,482,768	**1,501,952**	1,851,129
Net gains on investments		-	141,428	**141,428**	5,471
Net income / (expenditure)	9	15,046	502,623	**517,669**	(241,887)
Transfers between funds		(16,827)	16,827	**-**	-
Net movement in funds		(1,781)	519,450	**517,669**	(241,887)
Reconciliation of funds:					
Total funds brought forward		16,161	4,488,865	**4,505,026**	4,746,913
Total funds carried forward		14,380	5,008,315	**5,022,695**	4,505,026

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Balance sheet

As at 31 December 2021

	Note	£	2021 £	2020 £
Fixed assets				
Tangible assets	12		**2,292,619**	2,348,469
Investments	13		**1,588,761**	1,661,946
			3,881,380	4,010,415
Current assets				
Stock	14	**20,391**		54,154
Debtors	15	**833,564**		246,492
Cash at bank and in hand		**387,604**		306,138
		1,241,559		606,784
Liabilities				
Creditors: amounts falling due within 1 year	16	**(100,244)**		(112,173)
Net current assets			**1,141,315**	494,611
Net assets	17		**5,022,695**	4,505,026
Funds	18			
Restricted funds			**14,380**	16,161
Unrestricted funds				
Designated funds			**4,092,619**	3,648,469
General funds			**915,696**	840,396
Total charity funds			**5,022,695**	4,505,026

Approved by the trustees on 25 April 2022 and signed on their behalf by

Chris Cowley

Chris Cowley - Chairman

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of cash flows

For the year ended 31 December 2021

	2021	2020
	£	£
Cash used in operating activities:		
Net movement in funds	**517,669**	(241,887)
Adjustments for:		
Depreciation charges	**91,200**	92,156
(Gains) / losses on investments	**(141,428)**	(5,471)
Dividends, interest and rents from investments	**(40,443)**	(36,022)
Investment management fees	**14,904**	14,558
Decrease / (increase) in stock	**33,763**	5,597
Decrease / (increase) in debtors	**(587,072)**	249,672
Increase / (decrease) in creditors	**(11,929)**	(737)
Net cash used in operating activities	**(123,336)**	77,866
Cash flows from investing activities:		
Dividends, interest and rents from investments	**40,443**	36,022
Investment management fees	**(14,904)**	(14,558)
Purchase of tangible fixed assets	**(35,350)**	(7,770)
Proceeds from the sale of investments	**844,008**	602,293
Purchase of investments	**(637,745)**	(618,363)
Net cash provided by investing activities	**196,452**	(2,376)
Increase in cash and cash equivalents in the year	**73,116**	75,490
Cash and cash equivalents at the beginning of the year*	**335,813**	260,323
Cash and cash equivalents at the end of the year*	**408,929**	335,813

* Cash and cash equivalents comprises:

Cash at bank and in hand	**387,604**	306,138
Cash held in investments	**21,325**	29,675
Total cash	**408,929**	335,813

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

1. Accounting policies

a) Basis of preparation

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

These financial statements consolidate the results of the Bristol and District Branch of the Royal Society for the Prevention of Cruelty to Animals and those of the Bristol Dogs and Cats Home which are linked charities.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The trustees have completed a full strategic financial review since the start of the pandemic and consider that sufficient income generating and cost saving measures have been put in place to minimise the impact on the charity and there are sufficient cash reserves in place to mitigate against further decline in funding. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

c) Income

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

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

1. Accounting policies (continued)

c) Income (continued)

Charitable activities income generated through clinic and rehoming fees are recognised at point of sale. Retail shop and rental income is also recognised at point of sale with general fundraising income being recognised at point of receipt.

d) Donated services and facilities

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

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

Donated goods are recognised at the point of donation where the value is measurable, otherwise they are recognised at the point of sale and at the actual value realised for the sale of the goods.

e) Interest receivable

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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Investment income and gains and losses are allocated to unrestricted funds.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity is partially exempt and irrecoverable VAT is allocated across cost categories using the support cost allocation basis set out in note 1h.

1. Accounting policies (continued)

h) Allocation of support and governance costs

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

	2021	2020
Raising funds	**16.7%**	10.3%
Charitable activities	**83.3%**	89.7%

The cost of raising funds includes investment management fees.

i) Tangible fixed assets

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

Freehold property	straight line over expected useful life (50 years)
Motor vans and equipment	straight line over 4 - 5 years
Freehold land	not depreciated

Items of equipment are capitalised where the purchase price exceeds £2,000.

j) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

k) Investment property

Investment property is property held for sale to generate income for the charity. It is held at fair value at the reporting date.

l) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1. Accounting policies (continued)

o) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

p) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

q) Pension costs

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

r) Operating leases

Rentals under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

s) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

2. Prior period comparative: statement of financial activities

	Restricted £	Unrestricted £	**2020 Total £**
Income from:			
Donations and legacies	20,944	1,376,308	**1,397,252**
Charitable activities	4,785	130,966	**135,751**
Other trading activities	-	34,746	**34,746**
Investments	-	36,022	**36,022**
Total income	25,729	1,578,042	**1,603,771**
Expenditure on:			
Raising funds	-	254,723	**254,723**
Charitable activities	11,439	1,584,967	**1,596,406**
Total expenditure	11,439	1,839,690	**1,851,129**
Net gains on investments	-	5,471	**5,471**
Net income / (expenditure)	14,290	(256,177)	**(241,887)**
Transfers between funds	(7,770)	7,770	**-**
Net movement in funds	6,520	(248,407)	**(241,887)**

3. Income from donations and legacies

	Restricted £	Unrestricted £	**2021 Total £**
Donations	11,080	222,058	**233,138**
Legacies	-	1,415,658	**1,415,658**
Grants	-	7,054	**7,054**
Gift aid	-	18,836	**18,836**
Total donations and legacies	11,080	1,663,606	**1,674,686**

Prior period comparative

	Restricted £	Unrestricted £	2020 Total £
Donations	20,944	235,367	256,311
Legacies	-	1,005,436	1,005,436
Grants	-	93,859	93,859
Gift aid	-	41,646	41,646
Total donations and legacies	20,944	1,376,308	1,397,252

4. Income from charitable activities

	Restricted £	Unrestricted £	**2021 Total £**
Subsidised vet fees	-	27,641	**27,641**
RSPCA income	-	23,959	**23,959**
Adoptions	-	26,265	**26,265**
Dog warden income	-	30,042	**30,042**
Grants	23,150	2,750	**25,900**
Total charitable activities	23,150	110,657	**133,807**

Prior period comparative

	Restricted £	Unrestricted £	2020 Total £
Subsidised vet fees	-	43,417	43,417
RSPCA income	-	41,142	41,142
Adoptions	-	21,785	21,785
Dog warden income	4,785	16,372	21,157
Grants	-	8,250	8,250
Total charitable activities	4,785	130,966	135,751

5. Income from other trading activities

	Restricted £	Unrestricted £	**2021 Total £**	2020 Total £
Other fundraising income	-	4,349	**4,349**	1,155
Shop income	-	5,680	**5,680**	6,280
Sundry rental income	-	19,228	**19,228**	27,311
Total other trading activities	-	29,257	**29,257**	34,746

All income from other trading activities in the prior year was unrestricted.

6. Investment income

	Restricted £	Unrestricted £	**2021 Total £**	2020 Total £
Dividends received	-	33,251	**33,251**	28,054
Interest received	-	7,192	**7,192**	7,968
Total investment income	-	40,443	**40,443**	36,022

All investment income in the prior year was unrestricted.

7. Government grants

The charity receives government grants, defined as funding from Bristol City Council and under the Coronavirus Job Retention Scheme to fund charitable activities. The total value of such grants in the year ending 31 December 2021 was £7,054 (2020: £93,859). There are no unfulfilled conditions or contingencies attaching to these grants.

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2021 Total £**
Staff costs (note 10)	131,645	658,566	144,583	**934,794**
Rehoming centre costs	-	161,647	-	**161,647**
Clinic costs	-	105,378	-	**105,378**
Printing and design	8,818	-	-	**8,818**
Communications	-	-	12,605	**12,605**
Subscriptions, licences and charges	2,445	-	1,321	**3,766**
Travel and subsistence	2,272	-	6,075	**8,347**
Room hire and event costs	2,129	-	-	**2,129**
Goods for resale costs	6,150	-	-	**6,150**
Fundraising costs	7,896	-	-	**7,896**
Premises and maintenance costs	34,064	-	51,717	**85,781**
Website and database development	-	-	6,792	**6,792**
Investment management costs	14,904	-	-	**14,904**
Insurance	-	-	8,681	**8,681**
Audit and accountancy	-	-	6,500	**6,500**
Professional and legal	-	-	13,344	**13,344**
Depreciation	-	65,537	25,663	**91,200**
HR, training and development costs	-	-	8,559	**8,559**
Irrecoverable VAT	-	-	14,580	**14,580**
Miscellaneous costs	-	-	81	**81**
Sub-total	210,323	991,128	300,501	**1,501,952**
Allocation of support and governance costs	50,061	250,440	(300,501)	**-**
Total expenditure	**260,384**	**1,241,568**	**-**	**1,501,952**

Total governance costs were £25,440 (2020: £25,020), which includes audit fees, governance-related legal and professional fees and staff salaries related to governance activities.

8. Total expenditure

Prior year comparative

	Raising funds £	Charitable activities £	Support and governance costs £	**2020 Total £**
Staff costs (note 10)	111,525	974,830	239,204	**1,325,559**
Rehoming centre costs	-	121,645	-	**121,645**
Clinic costs	-	111,530	-	**111,530**
Printing and design	5,441	-	-	**5,441**
Communications	-	-	1,344	**1,344**
Subscriptions, licences and charges	2,133	-	1,611	**3,744**
Travel and subsistence	1,036	-	5,182	**6,218**
Room hire and event costs	98	-	-	**98**
Goods for resale costs	9,600	-	-	**9,600**
Fundraising costs	16,284	-	-	**16,284**
Premises and maintenance costs	57,057	-	48,965	**106,022**
Website and database development	-	-	3,115	**3,115**
Investment management costs	14,558	-	-	**14,558**
Insurance	-	-	8,683	**8,683**
Audit and accountancy	-	-	6,300	**6,300**
Professional and legal	-	-	1,398	**1,398**
Depreciation	-	65,065	27,091	**92,156**
HR, training and development costs	-	-	5,355	**5,355**
Irrecoverable VAT	-	-	11,957	**11,957**
Miscellaneous costs	-	-	122	**122**
Sub-total	217,732	1,273,070	360,327	**1,851,129**
Allocation of support and governance costs	36,991	323,336	(360,327)	**-**
Total expenditure	**254,723**	**1,596,406**	**-**	**1,851,129**

9. Net movement in funds

This is stated after charging:

	2021 £	2020 £
Depreciation	**91,200**	92,156
Operating lease payments	**81,431**	82,502
Trustees' remuneration	**Nil**	Nil
Trustees' reimbursed expenses	**Nil**	Nil
Auditors' remuneration:		
▪ Statutory audit (including VAT)	**6,600**	6,300

10. Staff costs and numbers

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	**849,046**	1,192,816
Social security costs	**55,095**	93,885
Pension costs	**30,653**	38,858
	934,794	1,325,559

Total redundancy and termination payments included in the 2020 figures are £75,402.

The number of higher paid employees was:

	2021 No.	2020 No.
Band £70,001 to £80,000	**-**	1

The key management personnel of the charity comprise the Trustees, Chief Executive Office, Clinic Manager, Finance Manager, Fundraising & Communications Manager, General Manager and Rehoming Centre Manager. The total employee benefits of the key management personnel were £195,718 (2020: £284,302).

Average head count:	2021 No.	2020 No.
Charitable	**26**	35
Fundraising	**5**	3
Support	**7**	7
	38	45

11. Taxation

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

12. Tangible fixed assets

	Freehold property £	Motor vans and equipment £	**Total £**
Cost			
At 1 January 2021	4,229,870	308,850	**4,538,720**
Additions in year	35,350	-	**35,350**
At 31 December 2021	4,265,220	308,850	**4,574,070**
Depreciation			
At 1 January 2021	1,909,516	280,735	**2,190,251**
Charge for the year	76,213	14,987	**91,200**
At 31 December 2021	1,985,729	295,722	**2,281,451**
Net book value			
At 31 December 2021	**2,279,491**	**13,128**	**2,292,619**
At 30 December 2020	2,320,354	28,115	2,348,469

Included in freehold property is freehold land at a cost of £459,020 (2020: £459,020) which is not depreciated.

13. Investments

	Listed securities £	Property £	Cash £	**2021 £**	2020 £
At 1 January 2021	1,632,271	-	29,675	**1,661,946**	1,671,054
Additions	252,745	385,000	-	**637,745**	618,363
Disposals proceeds	(459,008)	(385,000)	-	**(844,008)**	(602,293)
Gains / (losses)	141,428	-	-	**141,428**	5,471
Cash movement	-	-	(8,350)	**(8,350)**	(30,649)
Market value at 31 December 2021	**1,567,436**	**-**	**21,325**	**1,588,761**	1,661,946
Historical cost: **At 31 December 2021**				**1,259,512**	1,406,246

Investments at market value comprise:

	2021 £	2020 £
Listed investments	**1,567,436**	1,632,271
Cash held by brokers	**21,325**	29,675
	1,588,761	1,661,946

14. Stock

	2021 £	2020 £
Medical supplies and goods for resale	**20,391**	54,154

15. Debtors

	2021 £	2020 £
Trade debtors	**30,112**	8,669
Prepayments	**33,018**	21,319
Accrued legacies	**712,342**	193,452
Accrued income	**7,832**	7,756
VAT	**5,032**	7,385
Other debtors	**45,228**	7,911
	833,564	246,492

16. Creditors: amounts due within 1 year

	2021 £	2020 £
Trade creditors	**52,040**	22,080
Accruals	**25,789**	18,344
Other taxation and social security	**16,527**	33,332
Other creditors	**5,888**	38,417
	100,244	112,173

17. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	**Total funds £**
Tangible fixed assets	-	2,292,619	-	**2,292,619**
Investments	-	1,500,000	88,761	**1,588,761**
Current assets	14,380	300,000	927,179	**1,241,559**
Current liabilities	-	-	(100,244)	**(100,244)**
Net assets at 31 December 2021	**14,380**	**4,092,619**	**915,696**	**5,022,695**

Prior year comparative	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	2,348,469	-	2,348,469
Investments	-	1,300,000	361,946	1,661,946
Current assets	16,161	-	590,623	606,784
Current liabilities	-	-	(112,173)	(112,173)
Net assets at 31 December 2020	16,161	3,648,469	840,396	4,505,026

18. Movements in funds

	At 1 January 2021 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	**At 31 December 2021 £**
Restricted funds						
Wellbeing suite improvements	1,868	-	-	-	-	**1,868**
Kennel improvements	12,000	-	(2,494)	-	-	**9,506**
Carry on Winter	2,293	-	(2,293)	-	-	**-**
Keep our nightlight shining	-	4,584	(4,584)	-	-	**-**
Social media appeals	-	5,361	(2,355)	-	-	**3,006**
Regular giving	-	240	(240)	-	-	**-**
Adoption Suite 2021	-	17,000	-	(17,000)	-	**-**
Persimmon Dog Equipment	-	947	(1,120)	173	-	**-**
RSPCA Regional Grant - Cat neutering	-	6,098	(6,098)	-	-	**-**
Total restricted funds	16,161	34,230	(19,184)	(16,827)	-	**14,380**
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,348,469	-	(91,200)	35,350	-	**2,292,619**
Capital projects	1,000,000	-	-	500,000	-	**1,500,000**
Legacy contingency fund	300,000	-	-	-	-	**300,000**
Total designated funds	3,648,469	-	(91,200)	535,350	-	**4,092,619**
General funds	840,396	1,843,963	(1,391,568)	(518,523)	141,428	**915,696**
Total unrestricted funds	4,488,865	1,843,963	(1,482,768)	16,827	141,428	**5,008,315**
Total funds	4,505,026	1,878,193	(1,501,952)	-	141,428	**5,022,695**

18. Movements in funds (continued)

Purposes of restricted funds

Wellbeing suite improvements	Appeal funds were allocated to make improvements in the Wellbeing Suite.
Kennel improvements	A grant from Animal Friends and an individual donation has been allocated to make improvements to kennel accommodation for the dogs in the Rehoming Centre.
Carry on Winter	Appeal funds allocated to covering the costs of heating kennels during the winter.
Keep our nightlight shining	Appeal funds allocated to cost of providing night staff to take care of the animals.
Social media appeals	Various appeals were made on social media throughout the year to fundraise for the cost of operations for specific animals. During 2021 this included dogs, rabbits and improved cat facilities.
Regular giving funds	Regular givers have requested that their contributions be allocated specifically to either dogs or cats upkeep.
Adoption Suite 2021	A new accessible adoption suite was installed with the aid of grants from Battersea Dogs and Cats Home and Animal Friends.
Persimmon Dog Equipment	Persimmon Homes awarded a grant to pay for new harnesses and leads for our team and volunteers to walk our dogs.
RSPCA Regional Grant	RSPCA South West Regional Board awarded us a grant to carry out cat neutering.

Purposes of designated funds

As set out in the reserves policy, designated funds represent the net book value of tangible fixed assets and fixed asset investments ringfenced for future capital projects and to mitigate poor performance on legacies.

Transfers between funds

Transfers between funds represent the purchase of fixed assets from restricted funds, the top up of overspent restricted funds and the re-designation of unrestricted funds to align with the reserves policy.

18. Movements in funds (continued)

Prior year comparative

	At 1 January 2020 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	At 31 December 2020 £
Restricted funds						
Wellbeing suite improvements	1,868	-	-	-	-	1,868
Cat pod improvements	2,773	4,997	-	(7,770)	-	-
Kennel improvements	5,000	7,000	-	-	-	12,000
Carry on Winter	-	8,391	(6,098)	-	-	2,293
Regular giving funds	-	220	(220)	-	-	-
Personalised social media appeals	-	5,121	(5,121)	-	-	-
Total restricted funds	9,641	25,729	(11,439)	(7,770)	-	16,161
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,432,855	-	(92,156)	7,770	-	2,348,469
Fixed asset investments	1,671,054	-	-	(1,676,525)	5,471	-
Capital projects	-	-	-	1,000,000	-	1,000,000
Legacy contingency fund	-	-	-	300,000	-	300,000
Total designated funds	4,103,909	-	(92,156)	(368,755)	5,471	3,648,469
General funds	633,363	1,578,042	(1,747,534)	376,525	-	840,396
Total unrestricted funds	4,737,272	1,578,042	(1,839,690)	7,770	5,471	4,488,865
Total funds	4,746,913	1,603,771	(1,851,129)	-	5,471	4,505,026

19. Financial instruments

	2021	2020
	£	£
Financial assets measured at fair value	**1,567,436**	1,632,271

Financial assets measured at fair value comprise listed investments.

20. Operating lease commitments

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

	2021	2020
	£	£
Amount falling due:		
Within 1 year	**16,170**	62,254
Within 1 - 5 years	**16,180**	161,017
After more than 5 years	**-**	3,750
	32,350	227,021

During the year the charity reassigned the lease on the Clifton Shop. The total lease commitment included in the 2020 figures is £183,750 (within 1 year: £45,000, within 1 - 5 years: £135,000 and after more than 5 years: £3,750).

21. Related party transactions

In addition to their time, the trustees often provide support to the charity in the form of monetary donations and the donation of goods for sale in the charity's shop. During the year the trustees, in aggregate, made donations of goods for resale of £536 (2020: £775).

22. Contingent assets

The charity has a number of pipeline legacies at 31 December 2021 that are considered probable but have not been recognised in the accounts as the measurability is not considered to be sufficiently accurate. The total value of such legacies is approximately £530,000 (2020: £500,000).

Accounts

Charity no. 205858

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report and Audited Financial Statements

31 December 2020

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Reference and administrative details

For the year ended 31 December 2020

Charity number	205858	
Registered office and operational address	48 Albert Road St Philips Bristol BS2 0XA	
Trustees	The trustees who served during the year and up to the date of this report were as follows:	
	Philippa Carey	(resigned 11 December 2020)
	Christopher Cowley	
	Steve Crossman	
	Linda Harper	
	Sue Lomax	
	Jonathan Parker	
	Helen Paterson	(appointed 4 May 2020)
	Tom Whittaker	
Chief executive officer	Victoria Chester	(resigned 14 December 2020)
Bankers	CAF 25 Kings Hill Avenue West Mailing Kent ME19 4JQ	Barclays Bank Plc 4-5 Southgate Street Bath BA1 1AQ
	NatWest Bank plc 40 Queens Road Bristol BS8 1RF	
Solicitors	Stone King LLP 13 Queen Square Bath BA1 2HJ	
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD	

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Report of the trustees

For the year ended 31 December 2020

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Trust Deed and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

OBJECTIVES AND ACTIVITIES

Policies and objectives

The object of the national Society (The Royal Society for the Prevention of Cruelty to Animals) is "to ensure animals have a good life by rescuing and caring for those in need, by advocating on behalf of all animals and by inspiring everyone to treat them with compassion and respect."

The Mission Statement of our Branch is based upon the Society's object and states that we are committed "to provide the best possible care for Bristol's animals in need, treating them with the compassion and respect they deserve."

The objects of our linked charity, the Bristol Dogs and Cats Home are "to promote kindness and prevent cruelty to animals by establishing and maintaining upon the land specified in the schedule hereto or upon other land in or near the City of Bristol a home, hospital or clinic for dogs, cats and other domestic animals in need of care or medical attention."

Our current strategy that covers the period from 2019-21 details the main objectives and key activities that were identified to achieve these objectives.

The main objectives identified that cover the core areas of our work are:
1. Improving the quality of our premises to better enable delivery of our mission;
2. Diversifying and increasing sources of income to support delivery of our mission;
3. Planning the future work of our Clinic and improving the welfare of Bristol's animals in need through increasing our outreach support;
4. Enhancing the welfare of animals and responsible ownership through our rehoming activities;
5. Increasing the support for our cause that can be generated by good communications;
   Ensuring our communications generate more support for our charity and our cause and promoting animal welfare to key audiences through education and campaigns;
6. Increasing support for and from volunteers;
7. 'Our people' – supporting the mental, professional development and physical needs of our staff and volunteers; and
8. 'Our practice' - Ensuring we sustain optimum levels of resources, facilities, skills and expertise to sustain delivery of our mission in Bristol.

Most of our activities for 2020 were severely affected by the outbreak of Covid-19, leading to a suspension or delay in many activities.
1. Improving the quality of our premises to better enable delivery of our mission.
   - Review our use of our current Albert Road site to identify the best options for development of a new site:
     During the year, we investigated the potential of a new site, but with the outbreak of Covid-19 and its ongoing impact on our activities and finances, it was decided to delay any further decisions on this for a few years.

- Plans were drawn up to create a new adoption suite to provide improved facilities for our supporters to meet with our animals and we hope to complete this work in early 2021 so that we will be able to welcome back the public to visit us in a safer and more welcoming environment.
- Improving facilities at our current site for our animals
  We carried out improvements to our cat accommodation in both the Clinic and Rehoming Centre, installing and creating larger new cat pods and providing new raised beds for existing Animal Home cat accommodation.

2. Diversifying and increasing sources and levels of income.
   - *2020 has been a challenging year in terms of income generation as a result of the restrictions imposed due to Covid-19. All our scheduled events had to be cancelled and we were unable to engage with large groups of our supporters and our volunteers as planned.*
   - *Despite the fact that we were unable to implement many of the new fundraising initiatives planned in our fundraising strategy, our supporters continued to donate to us in many ways with amazing responses to our appeals and supporting us through our social media channels.*

3. Planning the future work of our Clinic and improving the welfare of animals in most need through increasing our outreach support.
   - *Following a review of services in 2019, we ceased our public service provision in April 2020. Unfortunately, due to the impact of Covid-19, we have had to carry out a further review of how we deliver our services to reduce overall costs and ensure we are able to continue to provide care for those most in need in the Bristol area. From March 2021, emergency veterinary services will be outsourced overnight and at weekends and bank holidays to a local veterinary clinic.*
   - *Despite the lockdowns and the reduction in staff, we worked hard throughout the year to ensure that we could maintain as many of our services as the national Covid restrictions allowed:*
     - *To support our Outreach clients and their pets, the Clinic team kept in contact by phone consultations and ensured that regular medication was delivered throughout the year even when we were unable to run our local weekly drop-in sessions due to lockdown restrictions.*
     - *Veterinary services supporting the animal home continued with essential operations and consultations (sometimes remote).*
     - *Wildlife was very busy this spring/summer year, with a constant flow of animals to triage and treat.*
     - *We continued to support the RSPCA Inspectorate; examining welfare cases, providing advice and preparing for and attending court.*
     - *In recognition of a potential welfare crisis, we launched a low cost cat neutering scheme for Bristol.*
     - *Sadly, our ongoing involvement with educating veterinary students in animal welfare had to be suspended due to Covid restrictions.*

4. Enhancing delivery of animal welfare and responsible pet ownership through our rehoming activities.
   - *Our rehoming activities were severely affected by movement restrictions during lockdown. The rehoming team worked hard to find new homes for as many animals as possible in our care in March 2020, identifying foster homes for many, allowing us to reduce the number of animals requiring long term care in our rehoming centre. We introduced new processes for registering potential new adopters and 'virtual' home visits which enabled us to continue to rehome animals for most of the year, although at a much reduced level compared to previous years.*

5. Increasing the support for our cause that can be generated by good communications; ensuring our communications generate more support for our charity and our cause and promoting animal welfare to key audiences through education and campaigns.
   - *Our communications strategy was adapted during the year due to lockdown restrictions, and we focused on increasing and diversifying our social media reach. While we were unable to meet with our supporters in the community, we provided regular updates and advice online and created additional content for our website, ensuring it was updated regularly with guidance and news.*

6. Increasing support for and from volunteers.
   - *Following a busy first quarter in 2020 with many new volunteers joining us in new roles focusing on supporting our fundraising team, unfortunately we have had to suspend many of our volunteer roles since last April due to lockdown restrictions. Our volunteer co-ordinator has continued to recruit new volunteers and we have been overwhelmed by the level of support that we have received in this area during the year and we are looking forward to being able to grow this support in 2021.*

7. Supporting the mental, professional development and physical needs of our staff and volunteers.
   - *The impact of Covid-19 on the mental health of our staff and volunteers has been forefront in our minds throughout the year particularly when it has been necessary at times to reduce staff numbers to minimise the risk of an outbreak on site, putting extra pressure on the remaining staff. Managers have ensured that they are in regular contact with their teams reminding them about access to our in-house mental health first-aiders and our employee assistance helpline. Professional development has been impacted as it has not been possible to carry out practical training. However, staff have benefitted from a wider range of availability of online training options, many being provided either free or at very low cost.*

8. Ensuring we sustain optimum levels of resources, facilities, skills and expertise to sustain delivery of our mission in Bristol.
   - *During the year, trustees and senior managers completed a full strategic review of activities, taking the ongoing impact of Covid-19 on our resources into account. This resulted in making a number of redundancies across the organisation along with renegotiating many operational contracts to meet our future needs.*

We also sustain our commitment to deliver care for animals in need in support of the Society's objectives and our mission statement by:

- Providing veterinary care and preventative health treatment for companion animals whose owners are unable to afford private veterinary fees through our outreach programme, as well as veterinary care for stray animals and wildlife.

- Taking in domestic animals of all kinds to our Animal Home, giving priority to those in urgent need where their current situation makes them vulnerable to suffering. This may include stray animals as well as those subjected to cruelty or neglect. Having removed animals to a safer environment our objective is then to do all we can to find them new homes with caring owners.

- Providing information and advice to the public on all animal welfare issues, promoting responsible pet ownership and campaigning for improvements in the welfare of both owned and unowned animals, including wildlife.

Commitment to public benefit

Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our charitable aims and objectives and in preparing the new strategy. While trustees believe that all activities to prevent cruelty to and enhance the wellbeing of animals also benefit the public, they have identified the following activities in particular that demonstrate our commitment to public benefit:

a) Taking responsibility for a sick or injured animal free of charge, if the owner agrees to sign the animal over to us.
b) Working with Bristol City Council to provide care and rehoming facilities for stray dogs.
c) Taking responsibility for animals whose owners are no longer able to care for them.
d) Providing free outreach clinics and access to telephone advice for those members of the public unable to pay fees.
e) Providing free education on animal welfare to veterinary students, schools and groups across Bristol.
f) Supporting the RSPCA Inspectorate.

ACHIEVEMENTS AND PERFORMANCE

Our Animal Home

Activity Summary

Activity	Total	Dogs	Cats	Rabbits	Other animals
Animals taken in	610	245	260	21	84
Rehomed	222	60	104	17	41

Highlights

- Activity during the year was significantly affected by the lockdown restrictions due to Covid-19. We remained open for emergencies throughout the year, but we were unable to allow public visits for quite long periods during lockdown resulting in reduced numbers of animals taken in for treatment and rehoming. We also continued to take in and care for stray animals and reunite them with their owners where possible.

- We rehomed 222 animals during the year – this was a 57% reduction compared to 2019, and to be expected as there was a 50% reduction in animals taken in compared to last year. Despite lockdown restrictions, we managed to use our network to find new homes for as many of our animals as possible - 90% of animals in our care at the end of the year had been with us for less than six months.
- The work of our animal behaviour team has enabled us to continue to rehome as many of the animals in our care as possible and reduce the length of time they need to spend with us.

Our Clinic

Activity Summary

Activity	Total number of treatments	Dogs	Cats	Other Animals
Main Clinic - subsidised treatments for animals of low income clients	1,318	759	494	65
Outreach Clinic treatments	1,045	482	554	9
Stray and unowned animals treated	646	352	131	163
Neutering	294	88	175	31
Microchipping	207	32	156	19
Wildlife Admissions	1,198			

Highlights

- We ceased our subsidised public service in March 2020 and this in addition to lockdown restrictions resulted in 50% less private main clinic treatments taking place during the year compared to last year.
- Despite the reduction in activity in other areas, it was a very busy year for wildlife care with 1,198 admissions, mainly during the summer months which were slightly higher than the numbers treated in 2019.
- We continued to provide valued support at our outreach clinics in Lawrence Weston and Knowle West when restrictions allowed. When this wasn't possible, we kept in touch with our clients by phone consultation, ensuring they had access to emergency care, advice and medication when we were unable to meet with them in person.
- We continued to support the RSPCA Inspectorate; examining welfare cases, providing advice and preparing for and attending crown court cases.
- In recognition of a looming cat welfare crisis, we launched a low cost cat neutering scheme for Bristol.

FUNDRAISING AND COMMUNICATIONS

Fundraising

Our fundraising activities were impacted by Covid-19 lockdown restrictions from March 2020 and we were unable to carry out any events or other activities that involved meeting with our supporters. Even in these trying times, our supporters found innovative ways to fundraise on our behalf by running virtual events and activities. Our fundraising income included legacies of just over £1 million (including accrued legacies of £200k) which reflects our continuing reliance on legacy income (63% of total income for 2020). We are extremely grateful for the generosity of people and their families willing to support us with legacies to enable us to carry out our work. In addition to this, we had an amazing response to our public appeals this year raising over £80k in total. We are also very grateful to our corporate supporters who continued to fundraise on our behalf despite being unable to meet with us.

Our Fundraisers / donors	Event / Activity	Funds raised £ / resources donated
Members and supporters	Appeals and donations	£182,086
Regular donors	Regular giving schemes	£22,566
Event volunteers and supporters	Events	£8,246
Volunteer fundraisers	Community fundraising	£4,177
Corporate volunteers	Practical help around	£13,015
Corporate supporters	Free services provided	Will writing and free advertising

Fundraising compliance

We sustain our commitment to working with the Fundraising Regulator and the Fundraising Preference Service (FPS).

Specific assurances in response to current SORP requirements are provided as follows:

1. Our fundraising approach is based on the budgeted needs identified and approved by the board of trustees at the beginning of the financial year. We employ a small team of professional fundraisers to deliver the targets and initiatives set each year. Each member of the team receives regular training in compliance requirements and fundraising standards. We pursue a variety of fundraising activities throughout each twelve month period and seek to involve suitably trained volunteers in many activities. We undertake public collections, run events, place collection tins in local retail outlets as well as running appeals and challenge activities to raise funds and awareness for our cause. The majority of our funds are received as legacies or fees from our veterinary and rehoming services.

2. We do not employ any third party fundraising agencies or have activities carried out on our behalf by commercial participators.

3. We are not aware of any failures to comply with fundraising standards or related schemes of regulation by us or others acting on our behalf. During 2018 we received two suppression requests through the Fundraising Preference Service. Neither of these individuals were on our database and therefore would not have been contacted by us in the past. This is good evidence of the hard work undertaken to ensure we are only in touch with those people who have asked us to do so.

4. We monitor fundraising activities by others in aid of our cause by ensuring that everyone volunteering to fundraise for us does so 'in aid' of us. Such fundraisers are also given guidance on best fundraising practice, and supplied with a specific logo stating that they are fundraising 'in aid of Bristol A.R.C.' to use with any materials that they create. During street or bucket collections, all volunteers are informed of the expected fundraising behaviour and policies.

5. We received no complaints about our fundraising activities during 2020. As noted above, we received two suppression requests through the Fundraising Preference Service.

6. In order to protect vulnerable people with regard to our fundraising activities all members of our Fundraising and Communications Team understand the requirements of the Institute of Fundraising Guidelines on 'Treating Donors Fairly' and this forms part of new staff inductions. This information has also been used to inform our policy on vulnerable donors, and we are monitoring the availability of further training opportunities.

Ongoing work to implement the requirements of the General Data Protection Regulations continued during the year with the production of a new Privacy Policy and training for all our staff team. Trustees continue to keep a close eye on our supporter engagement activities and ensure we meet the expectations of the public in terms of our use and accountability for the information they choose to provide to us.

Financial review
Total income for the year was £1.6 million which was a 11% decrease compared to 2019 income (£1.8 million). The decrease was mainly due to a reduction in legacy income which decreased by 13% from £1.15 million to £1 million and a reduction in charitable income from our clinic and rehoming services which decreased by 55% to £128k (2019 - £284k). This was partly due to the impact of Covid-19 to carry out our normal charitable activities, but also due to ceasing our subsidised public clinic service in April 2020, a decision that was taken in 2019. Following closure of our shop in December 2019, our retail income was significantly reduced at £6k (£85k – 2019), but this was more than compensated for by increases in both general and appeal income and associated gift aid. We also received a number of Government grants totalling £94k to help cover our expenditure due to Covid-19.

Expenditure decreased by 25% to £1.85 million (£2.46 million – 2019). Savings were made across all departments with reductions in staff and reduced overheads. Staff costs reduced by almost 20% to £1.3 million (£1.6 million – 2019). Fundraising costs reduced by almost 50% due to the closure of the shop.

Our investment portfolio ended the year with a £5k gain overall following a strong recovery in the last quarter of the year (£250k gain – 2019). However, dividend income was lower than expected.

Overall, net expenditure for the year was £242k (2019 – net expenditure £403k) which was £450k improvement on budget. This was achieved with significantly increased legacy income compared to budget, but also with cost reductions achieved across the organisation during the year with lower staff and overhead costs leading to lower than budgeted expenditure.

Reserves policy

The aim of the policy is to reflect the trustees' objective of maintaining a sound financial base for the charity that enables both stability and growth. To achieve this, the trustees seek to manage the charity's financial reserves in accordance with the policy and the requirements of the charity's risk management strategy.

The trustees have allocated tangible fixed assets, which represent the building and equipment needed to provide our services, as designated funds. In addition to this, the investment assets are designated to provide an ongoing source of income and reduce our reliance on legacies as well as representing the funds as set out in our reserves policy.

The charity aims to hold financial reserves in accordance with the following structure:

1. A sum equal to between four and six months operating costs will be held for use as 'working capital' to cover day to day operational management.

   As at December 2020, the figure was £750k, represented by £388k of unrestricted general reserves and £362k held in designated investment funds.

2. A sum that is held to provide for significant capital projects. The current organisational strategy has identified the need for the charity to secure and develop a new rehoming site. A decision was taken during the year to delay progressing this for five years due to the ongoing financial impact of Covid-19 on the charity and smaller capital improvements to the current site have been identified to complete in the next year. The purpose of the new site will be to improve the quality of care provided to animals ready for rehoming and the experience of visitors to the site, including supporters and potential adopters.

   As at December 2020, the reserves held for significant capital projects is £1m which is represented by investments held as designated funds.

3. A sum that will be held to mitigate up to 2 years' bad performance on legacies. Legacies currently make up over 50% of the charity's income and a low level of receipts in any one year would present a significant risk to the operation of the charity.

   As at December 2020 the amount held is £300k, represented by investments held as designated funds.

4. Buildings and equipment used to provide our core rehoming and clinic services are classified as designated funds and represented in fixed assets.

   As at December 2020 the value of these assets was £2.3m.

The specific sums held will be quantified annually together with any changes to the charity's risk management profile and represented in the accounts in accordance with the structure noted above.

The trustees intend to sustain the level of reserves to ensure that they can meet all these contingencies with the aim of continuing the commitments to animal welfare the charity has taken responsibility for. It is the intention of the trustees to review this policy and agree any revisions at the April trustee meeting every year.

Risk management

The trustees are responsible for identifying and managing the major risks facing the charity that might significantly alter or undermine the capacity of the charity to fulfil its objectives. Risks are classified in the headings below in a risk management register that is regularly reviewed by senior managers and by trustees at board meetings.

The major risks to which the charity is exposed, as identified by the trustees is summarised under five headings in the risk register as follows:

- **Governance** e.g. organisational structure, skills base, key staff, trustee recruitment, retention and expertise.
- **Operational** e.g. animal welfare, commercial contracts, staff welfare and HR, asset security, health and safety, IT systems.
- **Financial** e.g. investments, cash, debtors, fraud, fund raising, legacies.
- **Reputation and external factors** e.g. online profile, media interest, relations with supporters / funders / clients / other animal welfare charities / professional bodies and the effect of changes in e.g. government policies.
- **Compliance** e.g. legal obligations, licence conditions, charity regulations, Data Protection and fundraising regulations, RSPCA rules.

During the year, trustees and the senior management team focussed on the impact of Covid-19 in terms of both health & safety as well as the impact to all other areas of the charity. Risk assessments were updated to reflect government guidance and for each board meeting.

All other risks were reviewed on a regular basis throughout the year, with an updated risk register being presented and approved by trustees at each board meeting.

As a result of the review trustees confirmed that they are satisfied with arrangements for managing the risks identified and are currently satisfied with the risk scores for each area.

Impact of the COVID-19 pandemic

In addition to the activities above, the trustees review the impact that the COVID-19 pandemic is having on the charity's future financial position on an ongoing basis. The charity took the following steps to mitigate the threats that COVID-19 may pose to the organisation:

- Our front line staff have been designated as key workers but we reviewed our working practices to ensure that only essential staff are working on site and staff have been enabled to work from home where possible;
- Cleaning procedures were updated and movement restrictions put in place to minimise the risk of infection across the site;
- All changes to working practices and important updates regarding COVID-19 are being communicated to all staff on a regular basis;
- The focus of fundraising activity was reviewed to ensure that priority and budget was allocated to activities that could be completed and generate income; and
- Trustees worked with the senior management team to identify further cost savings to ensure that the current budgeted operating deficit could be eliminated within 3 years.

The trustees consider that the charity will continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved for the following reasons:

- The charity holds designated reserves in investments that can be drawn down if necessary of £1,661,946 and a cash balance of £306,138; and
- The trustees have completed a full strategic financial review since the start of the pandemic and consider that sufficient income generating and cost saving measures have been put in place to minimise the impact on the charity and there are sufficient cash reserves in place to mitigate against further decline in funding.

The trustees therefore consider it appropriate to adopt the going concern basis of preparation of the accounts, as detailed in note 1(b) to the financial statements.

Remuneration and expenses

The board of trustees have overall responsibility for ensuring the charity delivers its objectives in full compliance with relevant legislation and related guidance from the Charity Commission. The board delegates responsibility for the day-to-day operations of the charity to the senior management team. All trustees give of their time freely and no trustee received remuneration in the year. Details of trustees' expenses are disclosed in note 9 to the accounts.

The pay of the senior staff is reviewed annually.

Related party relationships

Each trustee now completes a register of interests and related party transactions; this register is updated annually and whenever any relevant changes occur.

The charity is guided by national policy as stated by the national RSPCA. In the furtherance of its aims, it also has relationships with other animal welfare charities, professional bodies, local authorities and the Royal College of Veterinary Surgeons. Through its Clinic, the charity occasionally works with the other private vet practices within the Branch area concerning developments in animal welfare practice.

In addition, the charity works in partnership with other charities including Street Vet to support animals whose owners are in housing crisis. Through its animal home, the charity works with Bristol City Council to manage the welfare and care of stray dogs in Bristol and liaises with RSPCA and other animal welfare centres to locate appropriate rehoming opportunities for animals in its care.

Principal funding

The trustees recognise that the charity's two main areas of funding are legacies and rescue centre fees (including fees from our veterinary clinic and rehoming activities). Legacy income is unpredictable and varies from year to year; in 2020 the total amount received was £1m. The fees generated by the animal rescue centre were £128k, and other sources of income totalled £440k.

The ten-year average for legacy receipts is circa £1.15m pa. This has resulted in the creation of a strong investment portfolio and a review of the charity's reserves policy as set out above.

Material investment policy
The trustees wish to pursue an investment strategy of diversified assets predominately including Government bonds and other fixed interest securities, UK and overseas shares, property and cash deposits, but not excluding alternative investments that may use derivatives for hedging purposes, private equity, commodities and foreign currencies.

Providing an income from the designated investments is a primary objective for supplementing the charity's other sources of income. The capital value of the investment portfolio should be maintained in real terms, after allowing for the effects of inflation, over the medium to long term, commensurate with the level of risk the trustees deem necessary in achieving these objectives.

The Investment Manager is required to provide half yearly reports to include, portfolio valuation of all investments held, detailed transaction and income statements, investment review and commentary. Each year, statements provide accounting information of all tax deducted from income received. Additionally, each year the Investment Manager presents their investment portfolio review to the trustees and ad hoc valuations are available upon request with electronic versions on line.

The trustees are required to review the Investment Policy Statement each year. Any change in policy or the investment objectives is conveyed to and agreed with the Investment Manager on a timely basis. A review took place at the June board meeting and it was agreed that the objectives remained the same but a realignment of classes of investments was agreed to take account of market changes due to COVID-19. The current policy includes strict guidelines on the type of investments the trustees believe to be compatible with the ethical position of the charity including avoidance of investments in companies involved in animal testing.

STRATEGY PLAN ACTIVITIES 2021

In the coming year trustees plan to continue the activities outlined above to deliver the objectives of the new strategy plan; subject to sufficient funding, these will include:

2021 Our Animal Home activities will include:
- Providing shelter and re-homing services for abandoned and unwanted companion animals.
- Continuing to take in and care for stray animals and remain the main kennels for Bristol City Dog Warden Services under our contract with Bristol City Council.
- Continuing to improve behavioural training standards and the welfare of animals in our care and enhance their potential of finding a new home.
- Increasing the number of volunteer Animal Care Assistants.
- Complete building work to create a new adoption suite that will allow us to invite more potential adopters to our site and create a better environment for both animals and visitors.

2021 Our Clinic activities will include:
- Secure funding to extend our outreach clinics across the Bristol area following the success of our pop-up Clinics in Lawrence Weston and Knowle West (once these have been re-established post Covid) and so increase the support we provide to those animals in greatest need.
- Continuing to provide expert veterinary care for all the animals passing through our Animal Home.
- A daytime veterinary service for sick and injured stray pets.
- A daytime service for emergency wildlife casualties.

- Providing animal welfare expertise in supporting the RSPCA Inspectorate.
- Provision of low cost neutering schemes for Bristol.
- Re-engaging with the education, in animal welfare, of veterinary students.
- Working with partners to deliver more economically sustainable out of hours veterinary services.

2021 Bristol Animal Rescue Centre activities will include:

- Continuing to increase support and opportunities for volunteers to engage with us across all our activities.
- Deliver and promote new Individual Giving programme of activities to enhance the value of our supporter journey and improve opportunities for our supporters to learn more about our work.
- Continuing to raise awareness of our work to help Bristol's animals in need with local solicitors and will writing organisations as part of a new legacy marketing campaign.
- Sustaining and growing promotion of our cause via our online profiles and website as well as targeted events across the City.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

The Bristol and District Branch (charity number: 205858) was originally formed under the title of The Bristol and Clifton Branch in 1842 as an unincorporated body. The Charity Commissioners granted a certificate of incorporation of the trustees of the charity by the name of "The Incorporated Trustees of the RSPCA – Bristol and District Branch". The certificate was issued on 13 April 2006. The branch is governed in accordance with the rules set by the national charity the Royal Society for the Prevention of Cruelty to Animals.

Bristol Dogs and Cats Home is governed by a Scheme set up on 4 December 1953 by an order of the Charity Commission. On 27 June 2012 a resolution was passed that "The Bristol Dogs and Cats Home Trust" ("the Trust") be constituted as the managing trustee of Bristol Dogs and Cats Home ("the Home").

The Branch and the Home are registered with the Charity Commission for England and Wales as linked charities sharing the same number.

In January 2018, the two charities adopted the working names of Bristol Animal Rescue Centre (Bristol A.R.C.) to enable them to promote their charitable activities on behalf of Bristol's animals more effectively to the public.

Governance

The trustees will continue monitor closely the financial operations of the charity with the CEO and senior management team and seek the professional guidance of the charity's professional financial and investment advisors.

Ongoing monitoring will also continue to ensure compliance for our fundraising and communication activities. Trustees are also being offered more opportunities to attend training courses on governance and other relevant subjects that are provided at little or no charge by our professional advisors and Bristol charity support organisations.

Recruitment and training of trustees
The managing trustees are the Incorporated Trustees of the RSPCA Bristol and District Branch. The board of trustees is elected every year form the members of the RSPCA Bristol Branch at the Annual General Meeting of the Branch. The board must consist of not less than seven or more than fourteen elected by the members, plus 3 co-opted trustees are allowed at any one time. It is a requirement that trustees are members of the branch.

Each year, trustees review the skills and experience the board requires. Role descriptions for new trustees are drafted with reference to the results of this review and advertised widely on line. Supporters of the charity who express an interest in the trusteeship are initially offered the opportunity to visit the charity and meet with the Chairman and CEO to discuss the role and responsibilities of the trusteeship in relation to the charity's activities. If appropriate, they are then invited to attend a number of board meetings as observers.

The directors of the Trust are the Branch trustees.

An information pack containing Charity Commission CC3, RSPCA Animal Welfare Policies, and Guidelines for Branch trustees and other relevant information is provided for each trustee. In addition, all new trustees spend up to two days at the charity's Albert Road HQ meeting with senior managers, touring the site and being introduced to staff. Trustees are also provided with full copies of the current strategy plan, annual report and accounts and meeting minutes. Information is provided about trustee training days organised both internally and by external providers.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to:

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

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

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

Auditors

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

Approved by the trustees on 26 April 2021 and signed on their behalf by

Steve Crossman

Steve Crossman
Chairman

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Opinion
We have audited the financial statements of Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch (the 'charity') for the year ended 31 December 2020 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion
We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

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

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

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

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 28 April 2021

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of financial activities

For the year ended 31 December 2020

	Notes	Restricted £	Unrestricted £	**2020 Total £**	2019 Total £
Income from:					
Donations and legacies	3	20,944	1,376,308	**1,397,252**	1,317,090
Charitable activities	4	4,785	130,966	**135,751**	289,401
Other trading activities	5	-	34,746	**34,746**	136,102
Investments	6	-	36,022	**36,022**	62,556
Total income		25,729	1,578,042	**1,603,771**	1,805,149
Expenditure on:					
Raising funds		-	254,723	**254,723**	436,677
Charitable activities		11,439	1,584,967	**1,596,406**	2,027,300
Total expenditure	8	11,439	1,839,690	**1,851,129**	2,463,977
Net gains / (losses) on investments		-	5,471	**5,471**	255,391
Net income / (expenditure)	9	14,290	(256,177)	**(241,887)**	(403,437)
Transfers between funds		(7,770)	7,770	**-**	-
Net movement in funds		6,520	(248,407)	**(241,887)**	(403,437)
Reconciliation of funds:					
Total funds brought forward		9,641	4,737,272	**4,746,913**	5,150,350
Total funds carried forward		16,161	4,488,865	**4,505,026**	4,746,913

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Balance sheet

As at 31 December 2020

	Note	£	2020 £	2019 £
Fixed assets				
Tangible assets	12		**2,348,469**	2,432,855
Investments	13		**1,661,946**	1,671,054
			4,010,415	4,103,909
Current assets				
Stock	14	**54,154**		59,751
Debtors	15	**246,492**		496,164
Cash at bank and in hand		**306,138**		199,999
		606,784		755,914
Liabilities				
Creditors: amounts falling due within 1 year	16	**(112,173)**		(112,910)
Net current assets			**494,611**	643,004
Net assets	17		**4,505,026**	4,746,913
Funds	18			
Restricted funds			**16,161**	9,641
Unrestricted funds				
Designated funds			**3,648,469**	4,103,909
General funds			**840,396**	633,363
Total charity funds			**4,505,026**	4,746,913

Approved by the trustees on 26 April 2021 and signed on their behalf by

Steve Crossman

Steve Crossman - Chairman

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Statement of cash flows

For the year ended 31 December 2020

	2020	2019
	£	£
Cash used in operating activities:		
Net movement in funds	**(241,887)**	(403,437)
Adjustments for:		
Depreciation charges	**92,156**	90,928
(Gains) / losses on investments	**(5,471)**	(255,391)
Loss on disposal of fixed assets	**-**	53,519
Dividends, interest and rents from investments	**(36,022)**	(62,556)
Investment management fees	**14,558**	20,458
Decrease / (increase) in stock	**5,597**	12,410
Decrease / (increase) in debtors	**249,672**	(348,884)
Increase / (decrease) in creditors	**(737)**	(59,781)
Net cash used in operating activities	**77,866**	(952,734)
Cash flows from investing activities:		
Dividends, interest and rents from investments	**36,022**	62,556
Investment management fees	**(14,558)**	(20,458)
Purchase of tangible fixed assets	**(7,770)**	(34,160)
Proceeds from the sale of investments	**602,293**	1,138,473
Purchase of investments	**(618,363)**	(81,525)
Net cash provided by investing activities	**(2,376)**	1,064,886
Increase in cash and cash equivalents in the year	**75,490**	112,152
Cash and cash equivalents at the beginning of the year*	**260,323**	148,171
Cash and cash equivalents at the end of the year*	**335,813**	260,323

* Cash and cash equivalents comprises:

Cash at bank and in hand	**306,138**	199,999
Cash held in investments	**29,675**	60,324
Total cash	**335,813**	260,323

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

1. Accounting policies

a) Basis of preparation

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

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

These financial statements consolidate the results of the Bristol and District Branch of the Royal Society for the Prevention of Cruelty to Animals and those of the Bristol Dogs and Cats Home which are linked charities.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern. The trustees have considered the impact of the COVID-19 pandemic on the charity’s current and future financial position. The trustees have completed a full strategic financial review since the start of the pandemic and consider that sufficient income generating and cost saving measures have been put in place to minimise the impact on the charity and there are sufficient cash reserves in place to mitigate against further decline in funding. The trustees consider that the charity has sufficient cash reserves to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved.

c) Income

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

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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

Income tax recoverable in relation to donations received under gift aid is recognised at the time of the donation.

1. Accounting policies (continued)

c) Income (continued)

Charitable activities income generated through clinic and rehoming fees are recognised at point of sale. Retail shop and rental income is also recognised at point of sale with general fundraising income being recognised at point of receipt.

d) Donated services and facilities

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

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

Donated goods are recognised at the point of donation where the value is measurable, otherwise they are recognised at the point of sale and at the actual value realised for the sale of the goods.

e) Interest receivable

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

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. Investment income and gains and losses are allocated to unrestricted funds.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

The charity is partially exempt and irrecoverable VAT is allocated across cost categories using the support cost allocation basis set out in note 1h.

1. Accounting policies (continued)

h) Allocation of support and governance costs

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

	2020	2019
Raising funds	**10.3%**	13.1%
Charitable activities	**89.7%**	86.9%

The cost of raising funds includes investment management fees.

i) Tangible fixed assets

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

Freehold property	straight line over expected useful life (50 years)
Motor vans and equipment	straight line over 4 - 5 years
Freehold land	not depreciated

Items of equipment are capitalised where the purchase price exceeds £2,000.

j) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

k) Stock

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

n) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

1. Accounting policies (continued)

o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

p) Pension costs

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

q) Operating leases

Rentals under operating leases are charged to the statement of financial activities on a straight line basis over the lease term.

r) Accounting estimates and key judgements

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

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

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1i to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Notes to the financial statements

For the year ended 31 December 2020

2. Prior period comparatives

	Restricted £	Unrestricted £	**2019 Total £**
Income from:			
Donations and legacies	5,875	1,311,215	**1,317,090**
Charitable activities	5,000	284,401	**289,401**
Other trading activities	-	136,102	**136,102**
Investments	-	62,556	**62,556**
Total income	10,875	1,794,274	**1,805,149**
Expenditure on:			
Raising funds	506	436,171	**436,677**
Charitable activities	728	2,026,572	**2,027,300**
Total expenditure	1,234	2,462,743	**2,463,977**
Net gains / (losses) on investments	-	255,391	**255,391**
Net income / (expenditure) and net movement in funds	9,641	(413,078)	**(403,437)**

3. Income from donations and legacies

	Restricted £	Unrestricted £	**2020 Total £**
Donations	20,944	235,367	**256,311**
Legacies	-	1,005,436	**1,005,436**
Grants	-	93,859	**93,859**
Gift aid	-	41,646	**41,646**
Total donations and legacies	20,944	1,376,308	**1,397,252**

Prior period comparative

	Restricted £	Unrestricted £	2019 Total £
Donations	5,875	151,891	157,766
Legacies	-	1,150,407	1,150,407
Gift aid	-	8,917	8,917
Total donations and legacies	5,875	1,311,215	1,317,090

4. Income from charitable activities

	Restricted £	Unrestricted £	**2020 Total £**
Subsidised vet fees	-	43,417	**43,417**
RSPCA income	-	41,142	**41,142**
Adoptions	-	21,785	**21,785**
Dog warden income	4,785	16,372	**21,157**
Grants	-	8,250	**8,250**
Total charitable activities	4,785	130,966	**135,751**

Prior period comparative

	Restricted £	Unrestricted £	2019 Total £
Subsidised vet fees	-	142,027	142,027
RSPCA income	-	66,739	66,739
Adoptions	-	43,195	43,195
Dog warden income	-	31,360	31,360
Grants	5,000	1,080	6,080
Total charitable activities	5,000	284,401	289,401

5. Income from other trading activities

	Restricted £	Unrestricted £	**2020 Total £**	2019 Total £
Other fundraising income	-	1,155	**1,155**	15,966
Shop income	-	6,280	**6,280**	84,813
Sundry rental income	-	27,311	**27,311**	35,323
Total other trading activities	-	34,746	**34,746**	136,102

All income from other trading activities in the prior year was unrestricted.

6. Investment income

	Restricted £	Unrestricted £	**2020 Total £**	2019 Total £
Dividends received	-	28,054	**28,054**	55,364
Interest received	-	7,968	**7,968**	7,192
	-	36,022	**36,022**	62,556

All investment income in the prior year was unrestricted.

7. Government grants

The charity receives government grants, defined as funding from Bristol City Council and under the Coronavirus Job Retention Scheme to fund charitable activities. The total value of such grants in the year ending 31 December 2020 was £93,859 (2019: £nil). There are no unfulfilled conditions or contingencies attaching to these grants.

Royal Society for the Prevention of Cruelty to Animals Bristol and District Branch

Notes to the financial statements

For the year ended 31 December 2020

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	**2020 Total £**
Staff costs (note 10)	111,525	974,830	239,204	**1,325,559**
Rehoming centre costs	-	121,645	-	**121,645**
Clinic costs	-	111,530	-	**111,530**
Printing and design	5,441	-	-	**5,441**
Communications	-	-	1,344	**1,344**
Subscriptions, licences and charges	2,133	-	1,611	**3,744**
Travel and subsistence	1,036	-	5,182	**6,218**
Room hire and event costs	98	-	-	**98**
Goods for resale costs	9,600	-	-	**9,600**
Fundraising costs	16,284	-	-	**16,284**
Premises and maintenance costs	57,057	-	48,965	**106,022**
Website and database development	-	-	3,115	**3,115**
Investment management costs	14,558	-	-	**14,558**
Insurance	-	-	8,683	**8,683**
Audit and accountancy	-	-	6,300	**6,300**
Professional and legal	-	-	1,398	**1,398**
Depreciation	-	65,065	27,091	**92,156**
HR, training and development costs	-	-	5,355	**5,355**
Irrecoverable VAT	-	-	11,957	**11,957**
Miscellaneous costs	-	-	122	**122**
Sub-total	217,732	1,273,070	360,327	**1,851,129**
Allocation of support and governance costs	36,991	323,336	(360,327)	**-**
Total expenditure	**254,723**	**1,596,406**	**-**	**1,851,129**

Total governance costs were £25,020 (2019: £39,909), which includes audit fees, governance-related legal and professional fees and staff salaries related to governance activities.

8. Total expenditure

Prior year comparative

	Raising funds £	Charitable activities £	Support and governance costs £	**2019 Total £**
Staff costs (note 10)	183,075	1,217,955	263,623	**1,664,653**
Rehoming centre costs	-	167,570	-	**167,570**
Clinic costs	-	206,961	-	**206,961**
Printing and design	4,943	-	-	**4,943**
Communications	784	-	983	**1,767**
Subscriptions, licences and charges	1,181	-	1,908	**3,089**
Travel and subsistence	1,244	-	6,106	**7,350**
Room hire and event costs	2,213	-	-	**2,213**
Goods for resale costs	38,931	-	-	**38,931**
Fundraising costs	2,746	-	-	**2,746**
Premises and maintenance costs	71,820	-	68,998	**140,818**
Website and database development	-	-	5,201	**5,201**
Investment management costs	20,458	-	-	**20,458**
Insurance	-	-	8,725	**8,725**
Audit and accountancy	-	-	5,550	**5,550**
Professional and legal	-	-	11,438	**11,438**
Depreciation	-	63,837	27,091	**90,928**
HR, training and development costs	-	-	20,165	**20,165**
Irrecoverable VAT	-	-	6,020	**6,020**
Loss on disposal of fixed assets	53,519	-	-	**53,519**
Miscellaneous costs	-	-	932	**932**
Sub-total	380,914	1,656,323	426,740	**2,463,977**
Allocation of support and governance costs	55,763	370,977	(426,740)	**-**
Total expenditure	**436,677**	**2,027,300**	**-**	**2,463,977**

9. Net movement in funds

This is stated after charging:

	2020	2019
	£	£
Loss on disposal of fixed assets	**-**	53,519
Depreciation	**92,156**	90,928
Operating lease payments	**82,502**	74,159
Trustees' remuneration	**Nil**	Nil
Trustees' reimbursed expenses	**Nil**	Nil
Auditors' remuneration:		
▪ Statutory audit (including VAT)	**6,300**	6,000

10. Staff costs and numbers

Staff costs were as follows:

	2020	2019
	£	£
Salaries and wages	**1,192,816**	1,486,584
Social security costs	**93,885**	129,591
Pension costs	**38,858**	48,478
	1,325,559	1,664,653

Total redundancy and termination payments included in the figures above are £59,540 (2019: £18,648).

The number of higher paid employees was:

	2020	2019
	No.	No.
Band £60,001 to £70,000	**-**	1
Band £70,001 to £80,000	**1**	1

The key management personnel of the charity comprise the Trustees, Chief Executive Office, Clinic Manager, Finance Manager, Fundraising & Communications Manager, General Manager and Rehoming Centre Manager. The total employee benefits of the key management personnel were £284,302 (2019: £371,598).

	2020	2019
Average head count:	**No.**	No.
Charitable	**35**	51
Fundraising	**3**	5
Shop	**0**	3
Support	**7**	7
	45	66

11. Taxation

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

12. Tangible fixed assets

	Freehold property £	Motor vans and equipment £	**Total £**
Cost			
At 1 January 2020	4,229,870	301,080	**4,530,950**
Additions in year	-	7,770	**7,770**
At 31 December 2020	4,229,870	308,850	**4,538,720**
Depreciation			
At 1 January 2020	1,834,097	263,998	**2,098,095**
Charge for the year	75,419	16,737	**92,156**
At 31 December 2020	1,909,516	280,735	**2,190,251**
Net book value			
At 31 December 2020	**2,320,354**	**28,115**	**2,348,469**
At 31 December 2019	2,395,773	37,082	2,432,855

Included in freehold property is freehold land at a cost of £459,020 (2019: £459,020) which is not depreciated.

13. Investments

	Listed securities £	Cash £	**2020 £**	2019 £
At 1 January 2020	1,610,730	60,324	**1,671,054**	2,431,035
Additions	618,363	-	**618,363**	81,525
Disposals proceeds	(602,293)	-	**(602,293)**	(1,138,473)
Gains / (losses)	5,471	-	**5,471**	255,391
Cash movement	-	(30,649)	**(30,649)**	41,576
Market value at 31 December 2020	**1,632,271**	**29,675**	**1,661,946**	1,671,054
Historical cost:				
At 31 December 2020			**1,406,246**	1,409,775

13. Investments (continued)

Investments at market value comprise:

	2020 £	2019 £
Listed investments	**1,632,271**	1,610,730
Cash held by brokers	**29,675**	60,324
	1,661,946	1,671,054

14. Stock

	2020 £	2019 £
Medical supplies, new goods for resale, donated goods for use and resale	**54,154**	59,751

15. Debtors

	2020 £	2019 £
Trade debtors	**8,669**	15,960
Prepayments	**21,319**	22,516
Accrued legacies	**193,452**	420,167
Accrued income	**7,756**	21,472
VAT	**7,385**	2,806
Other debtors	**7,911**	13,243
	246,492	496,164

16. Creditors : amounts due within 1 year

	2020 £	2019 £
Trade creditors	**22,080**	30,138
Accruals	**18,344**	22,202
Other taxation and social security	**33,332**	34,663
Other creditors	**38,417**	25,907
	112,173	112,910

17. Analysis of net assets between funds

	Restricted funds £	Designated funds £	General funds £	**Total funds £**
Tangible fixed assets	-	2,348,469	-	**2,348,469**
Investments	-	1,300,000	361,946	**1,661,946**
Current assets	16,161	-	590,623	**606,784**
Current liabilities	-	-	(112,173)	**(112,173)**
Net assets at 31 December 2020	**16,161**	**3,648,469**	**840,396**	**4,505,026**

Prior year comparative	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	2,432,855	-	2,432,855
Investments	-	1,671,054	-	1,671,054
Current assets	9,641	-	746,273	755,914
Current liabilities	-	-	(112,910)	(112,910)
Net assets at 31 December 2019	9,641	4,103,909	633,363	4,746,913

18. Movements in funds

	At 1 January 2020 £	Income £	Expenditure £	Transfers between funds £	Investment gains £	**At 31 December 2020 £**
Restricted funds						
Wellbeing suite improvements	1,868	-	-	-	-	**1,868**
Cat pod improvements	2,773	4,997	-	(7,770)	-	**-**
Kennel improvements	5,000	7,000	-	-	-	**12,000**
Carry on Winter	-	8,391	(6,098)	-	-	**2,293**
Regular giving funds	-	220	(220)	-	-	**-**
Personalised social media appeals	-	5,121	(5,121)	-	-	**-**
Total restricted funds	9,641	25,729	(11,439)	(7,770)	-	**16,161**
Unrestricted funds						
Designated funds:						
Tangible fixed assets	2,432,855		(92,156)	7,770	-	**2,348,469**
Fixed asset investments	1,671,054	-	-	(1,676,525)	5,471	**-**
Capital projects	-	-	-	1,000,000	-	**1,000,000**
Legacy contingency fund	-	-	-	300,000	-	**300,000**
Total designated funds	4,103,909	-	(92,156)	(368,755)	5,471	**3,648,469**
General funds	633,363	1,578,042	(1,747,534)	376,525	-	**840,396**
Total unrestricted funds	4,737,272	1,578,042	(1,839,690)	7,770	5,471	**4,488,865**
Total funds	4,746,913	1,603,771	(1,851,129)	-	5,471	**4,505,026**

18. Movements in funds (continued)

Purposes of restricted funds

Wellbeing suite improvements	Appeal funds were allocated to make improvements in the Wellbeing Suite.
Cat pod improvements	Appeal funds and a grant from the PetPlan Charitable Trust were used to upgrade accommodation for cats. The transfer out represents the purchase of fixed assets.
Kennel improvements	A grant from Animal Friends and an individual donation has been allocated to make improvements to kennel accommodation for the dogs in the Rehoming Centre.
Carry on Winter	The Carry on Winter appeal funded heating in the kennels in the rehoming centre.
Regular giving funds	Regular givers have requested that their contributions be allocated specifically to either dogs or cats upkeep.
Personalised social media appeals	Various appeals were made on social media throughout the year to fundraise for the cost of operations for specific animals. During 2020 this included dogs, cats and a bearded dragon.

Purposes of designated funds

As set out in the reserves policy, designated funds represent the net book value of tangible fixed assets and fixed asset investments ringfenced for future capital projects and to mitigate poor performance on legacies.

Transfers between funds

Transfers between funds represent drawdowns on investments, the purchase of fixed assets from restricted funds and the re-designation of fixed asset investments to better align with the reserves policy.

18. Movements in funds (continued)
Prior year comparative

	At 1 January 2019 £	Income £	Expenditure £	Transfers between funds £	Investment losses £	At 31 December 2019 £
Restricted funds						
Heating Hearts	-	728	(728)	-	-	-
Wellbeing suite improvements	-	1,868	-	-	-	1,868
Cat pod improvements	-	3,279	(506)	-	-	2,773
Kennel improvements	-	5,000	-	-	-	5,000
Total restricted funds	-	10,875	(1,234)	-	-	9,641
Unrestricted funds						
Designated funds:						
Tangible fixed assets	-	-	-	2,432,855	-	2,432,855
Fixed asset investments	2,431,035	-	-	(1,015,372)	255,391	1,671,054
Total designated funds	2,431,035	-	-	1,417,483	255,391	4,103,909
General funds	2,719,315	1,794,274	(2,462,743)	(1,417,483)	-	633,363
Total unrestricted funds	5,150,350	1,794,274	(2,462,743)	-	255,391	4,737,272
Total funds	5,150,350	1,805,149	(2,463,977)	-	255,391	4,746,913

19. Financial instruments

	2020	2019
	£	£
Financial assets measured at fair value	1,632,271	1,610,730

Financial assets measured at fair value comprise listed investments.

20. Operating lease commitments

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

	2020	2019
	£	£
Amount falling due:		
Within 1 year	62,254	63,399
Within 1 - 5 years	161,017	216,369
After more than 5 years	3,750	53,428
	227,021	333,196

The charity is in the process of reassigning the lease on the Clifton Shop and expects to complete in 2021. The total lease commitment included in the above figures is £183,750 (within 1 year: £45,000, within 1 - 5 years: £135,000 and after more than 5 years: £3,750).

21. Related party transactions

In addition to their time, the trustees often provide support to the charity in the form of monetary donations and the donation of goods for sale in the charity's shop. During the year the trustees, in aggregate, made donations of goods for resale of £775 (2019: £1,409).

22. Contingent assets

The charity has a number of pipeline legacies at 31 December 2020 that are considered probable but have not been recognised in the accounts as the measurability is not considered to be sufficiently accurate. The total value of such legacies is £500,000 (2019: £379,500).