

**REHABILITATION SERVICES TRUST FOR OXFORDSHIRE
RE-EMPLOYMENT LIMITED**

RESTORE

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FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

Registered Charity number: 274222

Company number: 1324318

**REHABILITATION SERVICES TRUST FOR OXFORDSHIRE
RE-EMPLOYMENT LIMITED**

RESTORE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

CONTENTS

Report of the Trustees
3 to 13

Auditors' Report
14 to 17

Statement of Financial Activities
18

Balance Sheet
19

Statement of Cash Flows
20

Principal Accounting Policies
21 to 23

Notes to the Financial Statements
24 to 29

PROFESSIONAL ADVISERS

Auditors: Richardsons Chartered Accountants, 30 Upper High Street,
Thame, Oxfordshire OX9 3EZ

Bankers: Barclays, Leicester, LE87 2BB

Insurance Brokers: Norris & Fisher, 34a Hiltingbury Road, Chandlers Ford
Towergate Insurance, 81-83 The Broadway, Didcot

Solicitors Knights PLC, West Way, Oxford
Blake Morgan LLP, West Way, Oxford

REPORT OF THE TRUSTEES

The Trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report and the audited financial statements for the financial year ending 31st March 2022.

The Financial Statements of the Charitable Company have been prepared under the historical cost convention and in accordance with 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 1st January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

STRUCTURE AND GOVERNANCE

Restore is a charity and a company limited by guarantee and owned by its Friends. Its Memorandum and Articles of Association stipulate how it is to be managed. There are no particular restrictions imposed apart from the need to carry out only the charity's stated activities and to properly conduct its affairs as a charity. The charity constitutes a public benefit entity as defined by FRS 102.

The Governing Body is the Board of Trustees. The Board appoints the Chief Executive Officer, who leads the Executive Team and staff. The Board reviews the salary scales of staff.

Trustees seek to recruit new Trustees with a wide range of skills and backgrounds. Trustees are elected by the Friends at the Annual General Meeting. The Trustee induction process includes the provision and funding of appropriate training (including meeting skills, mental health awareness, and other subjects as appropriate). All trustees are provided with the opportunity to review their skills and access training as needed.

The Trustees meet at least four times a year to oversee the management of the charity. They have four permanent sub-committees: Finance, Quality & Performance, Human Resources and External Relations. The Board and Committees meet quarterly as a minimum to assist the Executive Group. Task groups are established from time to time as required by specific work.

Trustees who served during the year were follows:

Samantha Mostyn (Chair 23 November 2021) (Chair of External Relations sub-committee)

Godfrey Cole (Company Secretary) (Chair of Finance sub-committee)

(John) Stuart Haigh (Treasurer)

David Thurston

Jon Turpin (Chair of Quality and Performance sub-committee)

David Wells (Chair of Human Resources sub-committee)

Bob Wilkes (Chair until 23 November 2021)

Mary Robertson (Resigned 23 November 2021)
Louise Wheeler (Resigned 23 November 2021)
Andrew Perry (Co-opted 25 January 2022)
Lee Gray (Co-opted 25 January 2022)

Unless otherwise stated all trustees served throughout the year.
The Board of Trustees can co-opt further Trustees as it sees fit but such persons have to seek re-election at the first annual general meeting thereafter.
Management is carried out by the Chief Executive (Lesley Dewhurst) and the Executive Team, with the staff of each department.

During the financial year key management personnel were:

- Chief Executive Officer - Lesley Dewhurst
- Director of Finance & Administration – Rosemary Cox

WHAT WE BELIEVE

We believe that everyone has talents and abilities, and the capacity to make a valuable contribution to the community. We believe that people with mental health problems have the right to work and the right to receive support to become and remain employed. We believe that the stigma associated with mental health problems damages the whole community and we work to challenge this discrimination.

Restore expresses its Mission, Vision and Values in this way:

Mission:

Provide recovery and coaching support to people with mental health problems whilst working with the whole community to reduce the stigma associated with mental illness

Vision:

Work towards a time when people with mental health problems are fully empowered to live meaningful lives

Values:

Recovery

Enabling people to recover from illness and manage their own mental health and wellbeing

Support

Providing the opportunities to help ourselves and each other

Hope

Offering a positive future where everyone can fulfil their potential

Empowerment

Helping people to believe in themselves and what they can achieve

Respect

Accepting without judging as each person is unique

OBJECTIVES AND PROGRAMMES

Restore is an Oxfordshire-based mental health charity which supports people to take control of their recovery, develop skills and lead meaningful lives. To this end, Restore offers recovery groups, employment coaching and education and training.

Restore is a member of The Oxfordshire Mental Health Partnership (OMHP) which is a partnership that formally brings together six local mental health organisations from the NHS and the charity sector: Connection Floating Support, Elmore Community Services, Oxford Health NHS Foundation Trust, Oxfordshire Mind, Response and Restore. Restore has signed up to working much more closely with our partners and with people who have mental health problems to make it easier for people to get the best possible support when they need it.

OPERATIONAL PRINCIPLES

Recovery

Our services are based on the belief that people can recover from the effect of mental illness on their lives. We aim to support people in this recovery by addressing their individual needs, focusing on strengths and skills, enabling them to learn to recover from and learn to live with mental health problems and providing opportunities to participate in rehabilitation, training and employment.

Inclusion

We believe that people with mental health problems have the right to work and the right to the support they need to become and remain employed.

Quality

We believe in recording our impact, monitoring our provision, developing our performance, and improving our practice. We review what we do and encourage a focus on continuous improvement in our services. We are committed to professional integrity, objectivity, fairness and ethical business practices.

Co-operation and partnership

Our services are part of a wider health economy in Oxfordshire. We are not the sole solution for the people who use our services, and we are committed to working with other organisations to improve, develop, and expand our services for people with mental health problems in Oxfordshire.

Equality & Diversity

For everyone Equality & Diversity has been high on the agenda in 2021 -2022. For Restore, equality diversity and inclusion is about more than just meeting our statutory requirements, it is fundamental to delivering our services and building the confidence of all the communities we serve. Our focus moving forward is on engagement, dialogue and collaboration and strengthening our ties with diverse communities in Oxford, not only through the Ripple Project but also through The Recovery College and the Innovations project.

PROGRAMMES

Recovery groups provide people with the opportunity to come together in a group and work on their journey of recovery together. They use practical tasks (such as gardening, woodwork, catering, art and crafts) to make this possible.

Recovery groups are supported by a mix of paid staff, trained volunteers and group members. The Oxfordshire Recovery Service comprises eight recovery groups and some shared services. We provide recovery groups in five locations, and sub-contract delivery at two others. The Recovery groups are The Beehive Recovery Group, Bridewell Recovery Group (sub contracted), Elder Stubbs Recovery Group, Garden Café Recovery Group, the Littlemore Recovery Group, The Orchard Recovery Group, Root and Branch Recovery Group (sub contracted), and Fleet Meadow Recovery Group. A ninth recovery group is being developed: The Compass Recovery Group. This will be delivered digitally and is designed to reach people who find it difficult to access services in-person.

Coaching is one to one support aimed at enabling the person supported to do something specific. All our coaching services are integrated into other clinical teams as this enables coaches to focus on supporting the client in their return to work. Coaching consists of a meeting and an initial discussion with the client. This is followed by ongoing one to one support aimed at the person getting open paid employment or returning to work. This work continued remotely throughout both COVID-19 lockdowns.

IPS is a service to enable people with complex mental health problems to be able to enjoy a good quality of life, reduce health inequalities, remain independent and in control, achieve paid employment, and support each individual's recovery.

Oxfordshire Recovery College (ORC) is an integral part of Restore, which Restore leads on behalf of the OMHP. ORC takes an educational approach to recovery from mental health challenges. We offer a wide range of courses and workshops on mental health themes such as *Understanding Depression*, *Introduction to Mindfulness*, and *Creative Writing*. Our courses are free for service users, carers, family and friends across Oxfordshire, as well as mental health professionals, and we all learn together as equals. We offer both online and "in person" courses at venues across Oxfordshire.

Our key value is co-production. All aspects of ORC, from the subject and content of courses, to the marketing and publicity, to the delivery of sessions, is co-produced and co-delivered by Experts of Experience (experience of mental illness) and Experts by Training (professionals) that collaborate together in an equal partnership in order to improve the support and services that those affected by mental ill health need.

Our students report that what they find most useful about our courses is a sense of connection with other students and tutors, and the realisation that others struggle with their mental health too but have found strategies to cope.

Since the Pandemic began we have launched our courses online and found students responded well and found this way of learning useful. We now offer both online and in person options for most of our courses and will continue to do so.

Recovery Innovations Project (Compass)

Compass recovery group offers online opportunities to socialise, learn new skills, find out about Restore's mental health services and have some fun with others in a shared setting. The online recovery group runs on a rolling seven-week session basis. Members will attend one session per week.

Mental Health First Aid/Working with Mental Health. We provide Mental Health First Aid Training and tailored Working with Mental Health sessions. Both courses are currently available face to face and on online. All trainers have had to undertake training to learn how to deliver MHFA successfully online.

REVIEW OF THE YEAR

Given the continuing uncertainty caused by the ongoing COVID-19 pandemic, the budget for 2021/22 was deliberately cautious. The initial wave of COVID-19 grants was tailing off and the impact on Trusts and Foundations caused by both an increase in demand and a reduction in investment income had resulted in a tangible effect on Restore's income from this source. Feedback from other areas of the charitable sector demonstrate that Restore was not alone in experiencing these issues.

Trustees, staff and volunteers worked hard during the year to manoeuvre past such obstacles and continue to develop and build on the solid foundations created over Restore's 44-year journey.

Operationally – COVID-19 restrictions continued throughout the period in terms of face coverings, social distancing and the self-isolation requirements. This resulted in a continued reduction in numbers attending Restore's services in person due to social distancing requirements within group settings and ongoing anxiety by participants resulting in non-attendance. This was tackled in a number of ways: the development of the digitally delivered Compass Recovery Group for people unable to attend in person; ongoing digital delivery of a range of courses by the Oxfordshire Recovery College (as well as in-person courses); ongoing digital delivery of Mental Health First Aid courses (as well as the re-introduction of in-person training). Work to combat the understandable anxieties caused by the pandemic is ongoing.

The year saw some excellent results from Restore's recovery groups, in terms of members moving on successfully into volunteering, employment or other meaningful activity. This is part of a healthy consolidation of policy towards establishing a more structured two-year programme within groups, encouraging personal goal setting and aspirational planning from the outset.

We have been thrilled to welcome so many new volunteers to Restore during the year, as well as welcoming back those who had been unable to come during the pandemic.

Financially: Trustees and senior staff continued to review the budget regularly through the year. There has been a steady increase in income and some savings in expenditure over the first few months of the financial year. This was helped by a steady growth in sales from Restore's shops, cafes and training products once COVID-19 restrictions started to lift. As a result, Trustees felt able to approve a small salary increase for staff, backdated to the start of the financial year. This included the implementation of a plan to build in a system of small salary increments to recognise length of service. This had been held over from the previous year and broadly welcomed by staff.

Total income and endowments has decreased by 3.1% to £1,956,843 (2021: £2,019,329). Expenditure has increased by 8.6% on the previous year at £1,915,255 compared to £1,763,016 the previous year. The surplus for the year was £36,926 compared to £252,519 last year.

Grants receivable which includes income from Oxford Health (OH) have increased from £1,478,916 last year to £1,498,145.

Our principal funder source during the year was OH the NHS Provider Trust that acts as a conduit for the statutory funding of mental health services in Oxfordshire. The current contract with OH commenced in September 2015 for a minimum 5-year period, this was extended taking it to end of March 2023. An uplift for inflation was included in the contract extension for each successive financial year. We have also had support from a variety of other organisations, individuals and grant providers.

Reserves

As at 31 March 2022 the level of Unrestricted Funds (including designated funds) stood at £1,305,649 (2021: £1,269,011). This represents approximately 7.5 months of our normal running costs based upon budgeted costs for the year to 31 March 2023. As at 31 March 2022, within total unrestricted funds the level of free funds was £590,690 (2021: £554,284). The Trustees believe that reserves are now at a level appropriate to cover expenditure.

Investments

Currently the investment in the Schroder's Charity Fixed Interest Fund is valued at £81,451.

Covid, the cost of living and the war in Ukraine has had a detrimental effect on the vast majority of investments throughout the year. The reduction of our investment by 5.4% is not considered to be material. As a result of this we are not considering changing our investment policy.

Beneficiaries

We worked with 489 (2021:502) people, providing 764 (2021: 1,535) individual support sessions and 723 (2021:529) MHFA training courses to individuals. We supported 29 (2021:37) people to get paid work, 4 (2021:9) people to keep their jobs and 31 (2021:36) people to start volunteering or to undertake work placements. In the academic year 21/22 (September 21 to July 22) Oxfordshire Recovery College delivered 286 courses, 146 of which were in person and 140 online. We delivered courses in Oxford, Witney, Didcot, Banbury and Berinsfield. There have been 2022

student attendances (this includes many individual students attending multiple courses). 302 new students have enrolled with the College over the year (around 6 every week).

In addition to offering courses to students we have delivered a variety of trainings in facilitation skills, including Tutor Training within the partnership Forensic Recovery College, Tutor Training for OMHP staff and two 12-hour training courses for Oxfordshire Mind staff. We have also coproduced a new course for Under 25s in collaboration with the Mental Wealth Academy.

Staff

The number of full time equivalent staff employed by Restore has increased during the year, principally due to the IPS contract, Recovery Innovations Project (Compass) and growth of MHFA.

Volunteers

This year Volunteers hours increased to 7,687 (1,780 2021) across Restore as the service returned gradually to a face to face presentation as Covid restrictions were lifted. Volunteers contribute to all aspects and activities of Restore and their support is invaluable and greatly appreciated. Volunteering numbers exclude the voluntary support of trustees to our work.

Members are still being supported to become volunteers where the move is beneficial to both the individual and Restore.

The Annual Review will be published separately in November 2022.

PRINCIPAL RISKS AND UNCERTAINTIES

RESTORE continually assesses risk and develops plans to address them. In the context of RESTORE there are five main areas of risk:

- Planning and strategic risks
- Health and Safety risk management
- Risks in association to the mental health of people using our services
- Financial risk of the impact of inflation
- Financial risk of the non-renewal of the OMHP contract (Currently ends March 2023 with active discussions towards the award of a new contract ongoing)

Each identified risk is given a score for the consequences and the likelihood of the risk which enables RESTORE to assess the overall risk and appropriately prioritise action. These risks are regularly reviewed by the Chief Executive and the Chair of Trustees and reported to the Board.

PUBLIC BENEFIT

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit in reviewing the activities of the charity. They ensure the activities of RESTORE meet the requirement for public benefit.

FUTURE PLANS

Strategic planning is an iterative process for Restore. Based on Restore's Theory of Change, Trustees and staff base planning on a clear set of priorities for the organisation. The impacts Restore sets out to achieve focus on improving the mental health and wellbeing of adults across Oxfordshire as well as challenging stigma and influencing policy that affects mental health. Restore's Strategic Plan is reviewed annually and objectives set, projecting forward 3 years at a time. The current Strategic Plan runs until 2025.

Key priorities for the forthcoming financial year:

- Continue to work with Oxford Health, our third sector partners in the Oxfordshire Mental Health Partnership and with local health commissioners towards the recommissioning of the Outcomes Based Contract (which expires at the end of March 2023). This process has been complicated by significant changes within NHS and local authority commissioning structures
- Build on the introduction of a new data management system at Restore, work to refine the detail of demonstrating impact
- Grow and develop digital methods for mental health support and training
- Develop ongoing projects to reach further into diverse communities, aspiring to reflect the diversity of communities within all parts of Restore
- Move forward with plans for new premises at Restore's South Oxfordshire site in Didcot

FUNDING

The Trustees are satisfied that the charity's assets attributable to each of its individual funds are available and adequate to fulfil its obligations in relation to those funds.

RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income

and expenditure, of the charitable company for the year. In preparing these 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 (FRS 102)
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing the accounts the trustees have considered, whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102, that no restatement of comparative items was required.

STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS

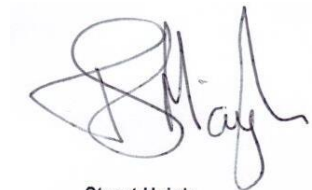
We the directors/trustees of the company who held office at the date of approval of these financial statements, as set out above, each confirm so far as we are aware that:

- The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.
- There is no relevant information of which the company's auditors are unaware; and
- We have taken all the steps that we ought to have taken as trustees in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

AUDITORS

Richardsons have offered themselves to be re-appointed as auditors and a resolution to this effect will be proposed at the Annual General Meeting.

On behalf of the Board of Trustees



Stuart Haigh

Treasurer and Trustee

Date 8th November 2022

STATEMENT OF TRUSTEE'S RESPONSIBILITIES

The Trustees, who are also the directors of Rehabilitation Services Trust for Oxfordshire

Re-employment Limited (Restore) for the purpose of company law, are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare accounts 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 charitable company for that year.

In preparing these accounts, 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 estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Companies Act 2006. 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.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF A CHARITABLE COMPANY

Opinion

We have audited the financial statements of Rehabilitation Services Trust for Oxfordshire Re-employment for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Summary Income and Expenditure account, the Balance Sheet, the Statement of Cash Flows, and the related notes. 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 charitable company's affairs as at 31 March 2022 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 Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company 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 group and parent charity's ability to continue as a going concern for a period of at least 12 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 other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. 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 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made;
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement set out on page 11, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 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 charitable company'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 company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements 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.

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

- Enquiry of management and those charged with governance around actual and potential litigation and claims.
- Enquiry of the charity's staff in tax and compliance functions to identify any instances of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.

Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business.

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.

Richardsons

For and on behalf of Richardsons **Date** 8th November 2022

Chartered Accountants, Statutory Auditor

**30 Upper High Street
Thame
Oxfordshire
OX9 3EZ**

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 March 2022
(incorporating the income and expenditure account)

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31
MARCH 2022

		2022			2021	
	Note	Unrestricted £	Designated £	Restricted £	Total £	Total £
INCOME AND ENDOWMENTS FROM:						
Income from donations and legacies	1	97,981	-	35,802	133,783	288,235
Income from Local Authority covid grants		48,287	-	-	48,287	62,953
Income from other trading activities	2	4,377	-	-	4,377	(486)
Income from investments		1,713	-	-	1,713	3,941
Rental Income		45,317	-	-	45,317	36,703
Income from charitable activities						
Grants receivable	3	1,498,145	-	-	1,498,145	1,478,916
Sale of goods and services		225,222	-	-	225,222	149,067
Total Income and Endowments		1,921,042	-	35,802	1,956,843	2,019,329
EXPENDITURE ON						
Expenditure on raising funds						
Cost of fundraising		75,464	-	-	75,464	59,398
Sale of goods and services sold		99,040	-	-	99,040	90,735
Expenditure on charitable activities						
Coaching		283,605	-	2,500	286,105	314,569
Recovery		1,034,151	-	20,279	1,054,430	963,523
Volunteer & Training		108,599	-	10,000	118,599	100,936
Recovery College		278,883	-	2,735	281,618	233,855
	4	1,705,238	-	35,514	1,740,752	1,612,883
Total expenditure		1,879,741	-	35,514	1,915,255	1,763,016
Loss on Investments	9	(4,662)	-	-	(4,662)	(3,794)
Net Income for the year		36,638	-	288	36,926	252,519
Transfer	12	-	-	-	-	-
NET MOVEMENT IN FUNDS FOR THE YEAR		36,638	-	288	36,926	252,519
FUNDS AT 1 APRIL 2021		584,011	685,000	26,546	1,295,557	1,043,038
FUNDS AT 31 MARCH 2022		620,649	685,000	26,834	1,332,483	1,295,557

See Note 20 for comparative figures for funds

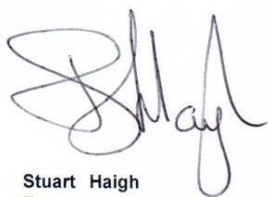
REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

BALANCE SHEET - 31 March 2022

	Note	2022	2021
		£	£
Fixed assets	7	38,787	42,072
Current assets			
Stocks		25,491	15,549
Debtors	8	88,688	74,209
Bank and cash balances		1,304,177	1,217,451
Investments	9	81,451	86,113
		<u>1,499,807</u>	<u>1,393,322</u>
Less Creditors falling due within one year	10	(206,110)	(139,837)
Net current assets		<u>1,293,697</u>	<u>1,253,485</u>
Net assets		<u>1,332,483</u>	<u>1,295,557</u>
The funds of the charity:			
Unrestricted Funds	11	620,649	584,011
Designated Funds	11, 12	685,000	685,000
Restricted Funds	11, 13	26,834	26,546
		<u>1,332,483</u>	<u>1,295,557</u>

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


Stuart Haigh
Treasurer

Date... 8th November 2022

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

Statement of cash flows

	2022 £	2021 £
Cash flows from operating activities (see below)	97,710	(9,567)
Cash flows from investing activities		
Interest	1,713	3,941
Purchase of fixed assets	(12,697)	(9,125)
Net cash provided by financing activities	86,726	(14,751)
Change in cash and bank balances during the year		
At the beginning of the year	1,217,451	1,232,202
At the end of the year	1,304,177	1,217,451
	86,726	(14,751)
Cash flows from operating activities		
Net income for the year	36,926	252,519
Depreciation	15,982	21,135
Loss/Gains on investments	4,662	3,794
Interest	(1,713)	(3,941)
(Increase)/decrease in stocks	(9,942)	1,158
(Increase)/decrease in debtors	(14,479)	56,655
Increase/(decrease) in creditors	66,274	(340,887)
	97,710	(9,567)

ACCOUNTING POLICIES

Rehabilitation Services Trust for Oxfordshire Re-Employment Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is Restore, Manzil Way, Cowley Road, Oxford, OX4 1YH, England.

The charity constitutes a public benefit as defined by FRS102

Basis of preparation and assessment of going concern

The Financial Statements have been prepared under the historical cost convention and in accordance with 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 1st January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

The Trustees consider that there are no material uncertainties about the trust's ability to continue as a going concern.

The accounts have been prepared in pounds sterling (£) rounded to the nearest pound.

Company status

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Pension costs

The company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against profits in the year they are payable.

Operating leases

Rentals applicable to operating leases are charged to the Statement of Financial Activity over the period in which the cost is incurred.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost net of depreciation.

Depreciation is calculated to write off the cost of all tangible fixed assets over their expected useful life.

Leasehold buildings are depreciated in equal annual instalments over the term of the lease or anticipated period of occupation if shorter.

Motor vehicles are depreciated at 25% on the reducing balance.

Other equipment is depreciated using straight-line methods using rates which will write these assets off over periods of between 4 and 5 years.

Stock

Stock is stated at the lower of cost and net realisable value.

Investments

Investments are stated at market value at the balance sheet date. Investment Income is recognised on a receivable basis.

Income and Endowments

Donations and gifts

All monetary donations and gifts are included in the statement of financial activities when receivable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

Grants receivable

Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation of the fixed assets purchased with such grants is charged against the restricted fund.

Revenue grants are credited to incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Expenditure

Expenditure, which is charged on an accruals basis, is allocated between:

- expenditure incurred directly to the fulfilment of the charity's objectives (direct charitable and project expenditure)
- expenditure incurred directly in the effort to raise voluntary contributions (cost of raising funds)

- expenditure on goods purchased for resale.
- items of expenditure involving more than one category are apportioned to categories by reference to the use to which the expenditure has been put. In doing this a number of estimates are made and on-costs of central overheads are included.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources for which it was incurred.

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

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

1. INCOME FROM DONATIONS AND LEGACIES

		2022		2021	
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Grants & Donations					
	Bunkers Hill Nursery	7,891	-	7,891	5,146
	BUPA	-	-	-	19,268
	CDC	-	-	-	10,000
	Clover Trust	-	2,500	2,500	4,000
	Elder Stubbs Charity	-	-	-	12,000
	Enthuse	-	-	-	4,513
	Henry Smith Charity (Café)	-	-	-	26,976
	Ian McTaggart Trust	-	-	-	5,517
	Low Carbon Hub	-	1,255	1,255	-
	Northwick Trust	-	-	-	5,000
	OCC We Are Oxford	-	2,315	2,315	-
	Oxon Community Fund	-	-	-	9,909
	St Michael's and All Saints' Charities	9,081	-	9,081	26,191
	The Big Give	-	5,802	5,802	-
	The Big Lottery	-	-	-	74,149
	Wates Foundation	-	10,000	10,000	-
	Westmill Solar	-	5,000	5,000	-
	Other Grants & Donations	81,009	8,930	89,939	85,566
		<u>97,981</u>	<u>35,802</u>	<u>133,783</u>	<u>288,235</u>

2. INCOME FROM OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Events Income	4,377	(486)
	<u>4,377</u>	<u>(486)</u>

3. INCOME RECEIVED

		2022		2021	
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Oxford Health Partnership Contract		1,302,601	-	1,302,601	1,304,611
Oxford Health IPS Contract		137,361	-	137,361	102,645
Oxford Health Forensic Contract		51,350	-	51,350	50,000
Other Contracts		-	-	0	8,086
Abingdon & Witney College - MHFA Provision/volunteering		6,834	-	6,834	13,574
		<u>1,498,145</u>	<u>-</u>	<u>1,498,145</u>	<u>1,478,916</u>

These grants receivable are for income arising from contracts for services

4. EXPENDITURE ON CHARITABLE ACTIVITIES

		2022			2021	
		Coaching	Recovery	Volunteer & Training	Recovery College	Total
		£	£	£	£	£
Staff costs		226,060	712,498	93,708	203,596	1,235,863
Property Costs		20,458	64,478	8,480	18,425	111,841
Direct Costs		13,458	42,418	5,579	12,121	73,575
Outsourced		-	152,684	-	-	152,684
Other Costs		27,585	86,943	11,435	24,844	150,807
Management charge		(4,380)	(13,805)	(1,816)	20,000	-
Depreciation and surplus on disposal		2,923	9,214	1,212	2,633	15,982
		<u>286,105</u>	<u>1,054,430</u>	<u>118,599</u>	<u>281,618</u>	<u>1,740,752</u>
						<u>1,612,883</u>

Support staff costs of £232,716 (2021: £192,136) are allocated in proportion to direct salary costs relating to the various charitable activities.

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

5. EXPENDITURE INCURRED

Expenditure incurred includes the following amounts:

	2022	2021
	£	£
Employee costs		
Wages and salaries	1,193,762	1,074,861
Social security costs	91,092	81,614
Other pension costs	22,714	20,328
	1,307,568	1,176,803

The average number of employees (FTE) during the year was 55. (2021: 49)
No employee earned £60,000 pa or more in the current or preceding accounting period.
The total paid to key management personnel during the year was £80,211 (2021: £77,575)

	2022	2021
	£	£
Governance costs (Included in other costs in charitable activities - see Note 4)		
Audit fee	5,000	4,500
Trustee Indemnity Insurance	802	489
Professional Advice	1,861	4,280
	7,663	9,269
	2022	2021
	£	£
Depreciation	15,982	21,135

6. PAYMENTS TO AND FROM TRUSTEES AND CONNECTED PERSONS

No trustee or person with a family or business connection with a trustee, received remuneration in the year, directly or indirectly, from the charity (2021:Nil).
No expenses were reimbursed to the trustees during the year.
No Donations were received from Trustees during the year.

7. TANGIBLE FIXED ASSETS

	Short leasehold buildings	Other equipment	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2021	455,441	85,610	40,486	581,537
Additions	6,767	5,930	-	12,697
Disposals	-	(32,485)	-	(32,485)
At 31 March 2022	462,208	59,055	40,486	561,749
Depreciation				
At 1 April 2021	428,005	82,600	28,860	539,465
Charge for the year	9,761	3,315	2,906	15,982
Disposals	-	(32,485)	-	(32,485)
At 31 March 2022	437,766	53,430	31,766	522,962
Net book amount				
31 March 2022	24,442	5,625	8,720	38,787
31 March 2021	27,436	3,010	11,626	42,072

All tangible fixed assets were held for charitable purposes

8. DEBTORS

	2022	2021
	£	£
Trade Debtors	61,231	56,065
Prepayments	2,767	2,767
Other Debtors	24,690	15,377
	88,688	74,209

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

9. INVESTMENTS

Schroder

Investments comprise monies invested in the Schroders Charity Fixed Interest Fund and are stated at a valuation advised by Schroders.

Movement on investments during the year comprise:

	2022	2021
	£	£
As at 1 April 2021	86,113	89,907
Decrease in market value during the year	(4,662)	(3,794)
As at 31 March 2022	81,451	86,113

10. CREDITORS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	37,475	9,157
Other creditors	113,556	94,637
Deferred income	24,673	31,543
Accruals	9,000	4,500
Tax and National Insurance	21,406	-
	206,110	139,837

Deferred income comprises grant income specifically restricted to future periods:

	2022	2021
	£	£
Balance at beginning of year	31,453	61,073
Released during the year	(31,453)	(61,073)
Income deferred during the year	24,673	31,543
Balance at end of year	24,673	31,543

11. ACCUMULATED FUNDS

	Unrestricted £	Designated £	Restricted £
At beginning of year	584,011	685,000	26,546
Net movement in funds for the year	36,638	-	288
At 31 March 2022	620,649	685,000	26,834

See note 12 See note 13

12. DESIGNATED FUNDS

	At 1 April 2021	Transfer In year	At 31 March 2022
	£	£	£
South Oxfordshire Building	275,000	-	275,000
Service Development	235,000	-	235,000
Property Fund	175,000	-	175,000
	685,000	-	685,000

The South Oxfordshire building fund is to support the development of a permanent building to serve the people of South Oxfordshire.
The Service Development fund provides monies which can be used to attempt to expand the ways in which we meet the needs of our service users and the geographical coverage of our services.
The Property Fund is created to cover future exceptional revenue and capital property expenditure.

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

13. RESTRICTED FUNDS

	At 1 April 2021 £	Income received £	Employment costs £	Other costs £	At 31 March 2022 £
Capital Funds					
Represented by the net book value of tangible fixed assets					
Other capital grants	12,345	-	-	(3,518)	8,827
	12,345	-	-	(3,518)	8,827
Operating Funds					
Represented by cash reserves					
Big Give	-	5,802	-	-	5,802
Clover Trust	-	2,500	(2,500)	-	-
Ithaca	1,570	-	-	(420)	1,150
Low Carbon Hub	-	1,255	-	(1,255)	-
Mid Counties Co-operative	3,000	-	-	(3,000)	-
OCC We Are Oxford	-	2,315	-	(2,315)	-
South Oxon AMHT	3,570	-	-	-	3,570
Wates Foundation	-	10,000	(10,000)	-	-
West Mill Solar	-	5,000	-	-	5,000
Other	6,061	8,930	(6,445)	(6,061)	2,485
	14,201	35,802	(18,945)	(13,051)	18,007
	26,546	35,802	(18,945)	(16,569)	26,834

Details of the funds are as follows:

Big Give - Solar Panel Installation
Clover Trust - Coaching Salaries
Ithaca-On dissolution, this Oxford based Arts charity distributed some of their remaining balances to Restore for Art.
Low Carbon Hub - LCD Lighting Installation
Mid Counties Co-op - The Orchard various items inc Laptops
OCC We Are Oxford - Recovery College LBGTQ+ course
South Oxon AMHT - ~Ridgeway Garden Project
Wates Foundation- Ripple Project delivery
West Mill - Solar Panel Inverters

14. CAPITAL COMMITMENTS

The charity has no capital commitment as at 31 March 2022 (2021: £2180)

15. CONTINGENT LIABILITIES

There were no contingent liabilities at 31 March 2022 or 31 March 2021

16. PENSIONS

The charity operates a defined contribution pension scheme for the benefit of employees. The assets of the scheme are administered by trustees in a fund independent from the charity. As at 31 March 2022 there is a outstanding balance of £17861 (2021:Nil)

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

17. LEASING COMMITMENTS

The charity has entered into a lease in respect of its Manzil Way premises at a current annual rental of £44,000 which expires in 2029 subject to a break clause in 2023.

The charity leases 3 photocopying machine 2 expire in 2023, 1 in 2024

The charity has entered into a lease in respect of its Banbury premises for a term of 5 years at a current annual rental of £15,000, expiring in June 2026.

Type	Detail	Annual charge	Ends	Under 1 year £	2 - 5 Years £	Over 5 Years £	Total £
	Manzil						
Building	Way	£44,000	29/09/2029	44,000	176,000	110,000	330,000
Building	Banbury	£15,000	15/06/2026	15,000	60,000	-	75,000
Building	Littlemore	No rent charged	Not finalised	-	-	-	-
				-	-	-	-
Photocopier		£1,143	2023	1,143	1,143	-	2,286
Photocopier		£1,988	2023, 2024	1,988	1,988	-	3,976
				62,131	239,131	110,000	411,262

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2022 £	2021 £
Not later than one year	62,131	45,988
Later than one and not later than five years	239,131	177,988
Later than five years	110,000	154,000
	411,262	377,976

18. RELATED PARTY TRANSACTION

There were no related party transactions.

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds £	Designated Funds £	Unrestricted Funds £	Total £	Total March 31 2021 £
Fund balances at 31 March 2022 are represented by:					
Tangible Fixed Assets	8,827	-	29,960	38,787	42,072
Current Assets	18,007	685,000	796,800	1,499,807	1,393,322
Current Liabilities	-	-	(206,110)	(206,110)	(139,837)
	26,834	685,000	620,650	1,332,484	1,295,557

REHABILITATION SERVICES TRUST
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE YEAR
ENDED 31 MARCH 2022

20. STATEMENT OF FINANCIAL ACTIVITIES BY FUND FOR THE YEAR ENDING 31 MARCH 2021

	Unrestricted £	Designated £	Restricted £	Total £
INCOME AND ENDOWMENTS FROM:				
Income from donations and legacies	208,293	-	79,942	288,235
Income from Local Authority Covid Grants	62,953			62,953
Income from other trading activities	(486)	-	-	(486)
Income from investments	3,941	-	-	3,941
Rental Income	36,703	-	-	36,703
Income from charitable activities				
Grants receivable	1,312,697	-	166,219	1,478,916
Sale of goods and services	149,067	-	-	149,067
Total Incoming Endowments	1,773,168	-	246,161	2,019,329
EXPENDITURE ON				
Expenditure on raising funds				
Cost of fundraising	59,398	-	-	59,398
Cost of goods sold	90,735	-	-	90,735
Expenditure on charitable activities				
Coaching	205,517	-	109,052	314,569
Recovery	863,068	-	100,455	963,523
Volunteer & Training	76,596	-	24,340	100,936
Recovery College	212,979	-	20,876	233,855
	1,358,160	-	254,723	1,612,883
Total Expenditure	1,508,293	-	254,723	1,763,016
Net gains on Investments	(3,794)	-	-	(3,794)
NET INCOME (EXPENDITURE)	261,081	-	(8,562)	252,519
Transfer	(210,000)	210,000	-	-
NET MOVEMENT IN FUNDS FOR THE YEAR	51,081	210,000	(8,562)	252,519

21. VOLUNTEERS

The work and activities of Restore were assisted during the year to 31 March 2022 by 144 (2021: 87) volunteers providing 7,687 (2021:1,780) hours of support.

22. In the event of the winding up of the Company, members are liable to contribute an amount of no more than £1.