

THE HARBOUR CENTRE (PLYMOUTH)

England & Wales · Charity number 293721

Details

Other names HARBOUR DRUGS & ALCOHOL SERVICES

Status Registered

Legal form Charitable company

Company number [01984863](#)

Registered 1986-02-14

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

Contact

Address Harbour Drug & Alcohol Services
Hyde Park House
Mutley Plain
Plymouth
PL4 6LF

Phone 01752434485

Email julie.howes5@nhs.net

Website www.harbour.org.uk

Activities

Objects: A) TO PROMOTE THE PREVENTION OF THE ABUSE OF ALCOHOL AND OTHER SUBSTANCES AND TO ASSIST PERSONS SUFFERING THEREFROM. B) TO HELP THE PREVENTION OF THE ABUSE OF ALCOHOL AND OTHER SUBSTANCES THROUGH THE PROVISION OF EDUCATION AND TRAINING FOR PROFESSIONALS AND VOLUNTEERS IN THE FIELD. C) TO ADVANCE THE EDUCATION OF THE PUBLIC ABOUT THE INCIDENCE AND EFFECT ON SOCIETY OF THE USE AND ABUSE OF AN DEPENDENCE UPON ALCOHOL AND OTHER SUBSTANCES.

Activities: The Harbour Centre provides community support and recovery services for people affected by drugs, alcohol and other substances. This includes - the provision of advice & information, education, professional training, assessment, psycho-social interventions, case co-ordination and management of integrated treatment services; plus access to other services to address individual areas of need.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Accommodation/housing
- **Who:** Children/young People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- Plymouth City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£3,122,772	£3,554,541	£1,732,086	89
2024-03-31	£2,759,749	£2,763,255	£1,721,355	82
2023-03-31	£2,612,348	£2,462,158	£1,724,861	72
2022-03-31	£2,218,811	£2,113,978	£1,574,671	63
2021-03-31	£1,973,803	£1,916,493	£1,469,838	60

Trustees

Name	Role	Appointed
Alexander White	Chair	2019-01-31
Dr Benjamin Jameson		2019-07-25
Jack Douglas Burt		2022-10-11
Jane Yeates		2015-01-29
Tina Scott		2025-08-13

THE HARBOUR CENTRE (PLYMOUTH)

England & Wales - Charity number 293721

Accounts



THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

Registered number: 01984863

Charity number: 293721

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2025

Reference and administrative details of the charity, its trustees and advisers

Trustees	Mr A L White Dr B N Jameson Mrs J H Yeates Mr J D Burt Mr C J F Andrews (resigned 12 February 2025) Mrs A J L Clements (resigned 16 October 2024)
Company registered number	01984863
Charity registered number	293721
Registered office	Hyde Park House Mutley Plain Plymouth Devon PL4 6LF
Company secretary	Mrs J Howes
Chief executive officer	Mrs J Howes
Accountants	Condy Mathias Business Advisors a trading name of R T Marke & Co Limited, Chartered Accountants 6 Houndiscombe Road Plymouth Devon PL4 6HH
Auditors	Sumer Auditco Limited T/A Sumer Audit 6 Houndiscombe Road Plymouth Devon PL4 6HH

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

INTRODUCTION

The Harbour Centre (Plymouth) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The Board of Directors of the charity are its Trustees for the purposes of charity law and throughout this report are collectively referred to as Trustees. The Trustees present their annual report together with the audited financial statements of the organisation for the year ended 31 March 2025.

The Trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Charities Statement of Recommended Practice (SORP) FRS102. The organisation qualifies as a small company under section 383 of The Companies Act 2006 and therefore a Strategic Report and Director's Report are not required.

OBJECTS

The Harbour Centre (Plymouth) implements operational policies and procedures that are in line with UK national treatment guidelines and standards for drug and alcohol treatment services. The organisation has been ISO 9001 Certified since 2015 and has a robust clinical governance and quality assurance framework.

The principal objects of the company as set out in its governing documents are:

- a) to promote the prevention of the abuse of alcohol and other substances and to assist individuals and their families suffering therefrom through the provision of services that address their multiple needs associated with recovery from addiction or dependence on substances.
- b) to help the prevention of the abuse of alcohol and other substances through the provision of education and training of professionals and volunteers in the field; and
- c) to advance the education of the public about the incidence and effect on society of the use, abuse and dependence upon alcohol and other substances.

These objects are encapsulated within Harbour's Mission Statement:

Harbour supports people suffering from the harm caused by the misuse of drugs and alcohol by providing education, prevention and integrated treatment and recovery services.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

ACTIVITIES TO ACHIEVE OBJECTS

We plan and review our strategic aims and activities through our annual business planning cycle.

Our primary activities include:

- providing substance misuse treatment to adults and young people via individual and group support sessions, which includes advice and information, psychosocial interventions, home/community detoxification, and support to engage with education, training, employment, and accommodation;
- providing support to family members affected by drug and alcohol use;
- working in partnership as part of The Plymouth Alliance in multi-agency hubs with staff from primary health, social services, mental health, police, probation, housing, and other charities to ensure that people can access the best available treatment and after care services;
- providing outreach and locality based multi-agency activity focusing on substance misuse and its prevention; and
- delivering information and training sessions to professionals and volunteers in other organisations and residents in the community.

PERFORMANCE

All data on structured treatment for adults and young people is uploaded to the National Drug Treatment Monitoring System. A snapshot of Harbour's key outputs and outcomes in the year ended 31 March 2025 are detailed below.

Adult Community Access Service (exc. CJIT)

- 1504 clients referred into community services
- 544 clients dropped out at referral stage
- 942 had a comprehensive assessment form completed
- 105 clients exited treatment between comprehensive assessment stage and recovery plan stage
- 809 went to tier 3
 - 204 Opiate
 - 168 Non-Opiate
 - 166 Alcohol & Non-Opiate
 - 271 Alcohol only

In total 2139 clients were open to tier 3 treatment in the year ended 31 March 2025

- 1166 Opiate
- 252 Non-Opiate
- 288 Alcohol & Non-Opiate
- 433 Alcohol only

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

FUNDING AND INVESTMENT

Harbour's primary activities are commissioned by Public Health and Plymouth City Council as part of The Plymouth Alliance. The organisation owns two properties, Ermington Terrace, and Hyde Park House, both of which generate unrestricted income via rental.

FINANCIAL REVIEW

The Trustees have a reasonable expectation that the company has adequate resources to continue in operation for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

The organisation has achieved a surplus of income over expenditure of £10,731 (2024: £3,506 deficit). This surplus is mainly attributable to the increase in fair value of the investment proportion of Hyde Park House less the increase in repair costs due to necessary work carried out on the roof.

Within designated reserves, are reserves linked to the fixed assets of the company. A large part of the charity's overall reserves consists of fixed assets (such as Hyde Park House and Ermington Terrace) rather than actual bank/cash balances that can be spent immediately. The fixed asset fund represents the value of such assets and has been calculated with reference to the book value less any loans relating to the properties. Other designated reserves and the charitable funds represent amounts that could be liquidated quickly to settle liabilities that arise because of one-off events e.g., termination of a contract. These reserves are maintained at an amount deemed suitable to address the risks of the charity within the next 12 months. The trustees aim is to hold charitable funds of between £375,000-£450,000.

At the start of the year the charity had charitable funds of £448,455 and at the year end the charity had £395,853 of charitable funds.

An analysis of reserves can be seen at note 17 of the financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

GOVERNANCE AND MANAGEMENT

Board of Directors

The oversight of the organisation's assets and strategic direction is the responsibility of its Trustees, whose membership on the Board is approved by vote following a robust recruitment, referencing and criminal records checking process. The Trustees elect a Chair to lead on governance and convene meetings. The Trustees have complied with their duty outlined in section 4 of the Charities Act 2006 to have due regard to public benefit guidance issued by The Charity Commission.

All Trustees engage in an induction programme that involves Trustee training on the organisation's work. The Chair of the Board and the Chief Executive Officer (CEO) coordinate this. Continued training and development are regularly reviewed and offered to the Trustees as needs are identified.

Risk Management

A risk management framework guides the decision making of the Trustees and SLT. Over the last five years the organisation has strengthened its policies and structures to manage the increasing levels of professional risk. This has been achieved primarily through the continual review and improvement of recruitment and training standards of employees at all levels.

FUTURE DEVELOPMENTS

The Trustees signed off the Strategic Business Plan in 2024 reflecting their current position and future plans. Staff, partners, and the people who use our services have been consulted with regarding future organisational and Alliance aims. The key strategic aims included in this plan are detailed below.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

What We Do

- We work as a partner in the Plymouth Alliance to support people to recognise and address the impact of alcohol and drug use so that they can improve their lives and the lives of their loved ones and make a positive contribution in their community. We do this by using approaches that are proven to enable positive and sustainable changes.
- We are careful with the funding we receive, ensuring that it is used only for the purposes that it is intended.

How We Fund It

- We finance our work through the Plymouth Alliance, through public sector contracts, fundraising and by generating our own income. This diversity of funding ensures that our work is sustainable and innovative.
- We plan our growth carefully, ensuring that we do not extend beyond what we can deliver or what is needed.

How We Promote It

- We are a voice of innovation and good practice.
- We have a recognisable brand that clearly defines the ethos of the organisation, the support that we offer, thus ensuring that people and communities have an informed choice.
- We communicate openly, providing constructive feedback and sharing good practice.

How We Resource It

- We recruit talented professionals and volunteers who are committed to making a positive contribution in the communities we serve.
- We ensure that our services are consistently of the highest quality

How We Involve

- We build, deliver, and review our services alongside the people and communities we serve.
- We put community engagement at the core of our support, with the aim to reduce isolation and increase opportunities

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the Charity for the purposes of company law) 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustees have taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

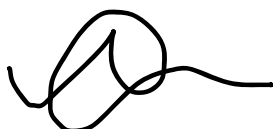
Auditors

The auditors, Sumer Auditco Ltd have indicated their willingness to continue their appointment as auditors of the charity.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Mr A L White
Trustee

Date: 11 Nov 2025



THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)

OPINION

We have audited the financial statements of The Harbour Centre (Plymouth) for the year ended 31 March 2025 which comprises the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows, and Notes to the financial statements, including 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 charitable company's affairs as at 31 March 2025 and of 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 Companies Act 2006 and Charities SORP 2019

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 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 Financial Reporting Council'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 Board's 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 entity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue. Our responsibilities and the responsibilities of the Board with respect to going concern are described in the relevant sections of this report.

OTHER INFORMATION

The Board is 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 or conclusion thereon.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

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.

OPINION ON OTHER MATTERS AS 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 for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- 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 our 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 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' Report (set out on pages 2 to 7), the Trustees (who are also the directors of the charitable company for the purpose 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.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

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 intend to cease operations, or have no realistic alternative but to do so.

AUDITOR 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.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below. 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.

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

Irregularities, including fraud, are instances of noncompliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

As part of our audit planning, through discussions with management, we obtained an understanding of the legal and regulatory framework that is applicable to the charitable company and the sector in which it operates to identify the key laws and regulations affecting the charitable company. The key laws and regulations we identified were health and safety, and employment laws. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements, primarily the Companies Act 2006, the Charities Act 2011, the reporting frameworks FRS102 and Charities SORP 2019, and the terms and conditions attached to material grants received by the charity. We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company for fraud. The laws and regulations we considered in this context for the UK operations were requirements imposed by the health & social care act, health & safety legislation, employment legislation and General Data Protection Regulations (GDPR).

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any. We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of funding and grant income, and the override of controls by management.

Our audit procedures to respond to these risks included enquiries of management, sample testing on the posting of accounting entries, reviewing accounting estimates for biases, substantive testing of key income streams, substantive testing of development expenditure and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

John Hillier

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John Hillier FCA (Senior Statutory Auditor)

For and on behalf of Sumer Auditco Limited, Statutory Auditors and Chartered Accountants

6 Houndiscombe Road
Plymouth
Devon
PL4 6HH

Dated: 17 Nov 2025

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2025

	Note	Restricted Funds 2025 £	Unrestricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
INCOME FROM:					
Donations and legacies	4	-	11,790	11,790	27,942
Investments	5	-	67,745	67,745	69,084
Charitable activities	6	121,435	2,921,802	3,043,237	2,662,723
TOTAL INCOME		121,435	3,001,337	3,122,772	2,759,749
EXPENDITURE ON:					
Raising funds		-	101,604	101,604	105,312
Charitable activities	7	87,349	3,365,588	3,452,937	2,657,943
TOTAL EXPENDITURE		87,349	3,467,192	3,554,541	2,763,255
Gains/(losses) on investments		-	442,500	442,500	-
NET MOVEMENT IN FUNDS		34,086	(23,355)	10,730	(3,506)
RECONCILIATION OF FUNDS:					
Total funds brought forward		-	1,721,355	1,721,355	1,724,861
Net movement in funds		34,086	(23,355)	10,730	(3,506)
Releases between funds		(432)	432	-	-
TOTAL FUNDS CARRIED FORWARD		33,654	1,698,432	1,732,085	1,721,355

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 15 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 31 MARCH 2025

	Note	2025 £	2024 £
FIXED ASSETS			
Tangible assets	12	826,876	1,062,796
Investment property	13	660,000	217,500
		<u>1,486,876</u>	<u>1,280,296</u>
CURRENT ASSETS			
Debtors	14	123,976	187,312
Cash at bank and in hand		494,795	661,702
		<u>618,771</u>	<u>849,014</u>
Creditors: amounts falling due within one year	15	(155,332)	(192,485)
NET CURRENT ASSETS		<u>463,439</u>	<u>656,529</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,950,315</u>	<u>1,936,825</u>
Creditors: amounts falling due within one year	16	(218,229)	(215,470)
TOTAL NET ASSETS		<u>1,732,086</u>	<u>1,721,355</u>
CHARITY FUNDS			
Restricted funds	17	33,654	-
Unrestricted funds	17	1,698,432	1,721,355
TOTAL FUNDS		<u>1,732,086</u>	<u>1,721,355</u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr A L White
Trustee

Date: 11 Nov 2025

The notes on pages 15 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2025

		2025	2024
		£	£
CASH FLOWS FROM OPERATING ACTIVITIES	Note		
Net cash (used in)/from operating activities	20	(159,252)	(110,964)
		<hr/>	<hr/>
CASH FLOWS FROM INVESTING ACTIVITIES			
Rents and income from investments		67,745	69,084
Purchase of tangible fixed assets		(63,851)	(44,886)
		<hr/>	<hr/>
NET CASH PROVIDED BY INVESTING ACTIVITIES		3,894	24,198
		<hr/>	<hr/>
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayments of borrowing		(11,549)	(71,231)
		<hr/>	<hr/>
NET CASH USED IN FINANCING ACTIVITIES		(11,549)	(71,231)
		<hr/>	<hr/>
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR		(166,907)	(157,997)
Cash and cash equivalents at the beginning of the year		661,702	819,699
		<hr/>	<hr/>
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR		494,795	661,702
		<hr/> <hr/>	<hr/> <hr/>

The notes on pages 15 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

1. GENERAL INFORMATION

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. 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.

The Charity was incorporated in the United Kingdom. Details regarding the Charity's information can be seen on the Charity information page.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Harbour Centre (Plymouth) 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.

2.2 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 restricted purposes. The costs 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.

Investment income, gains and losses are allocated to the appropriate fund.

2.3 GOING CONCERN

The accounts have been prepared on the going concern basis. The Trustees consider that the Charity has sufficient resources available to meet all commitments as they fall due and the Charity continues as a going concern.

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

The rental income is recognised in accordance with the lease agreements in place. The income received is adjusted through deferred and accrued income when receipt of the monies is paid in arrears or in advance of the period it is occupied.

Donations and other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service where applicable.

2.5 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

2.6 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 institution with whom the funds are deposited.

2.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

2. ACCOUNTING POLICIES (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives. Depreciation is provided on the following bases:

Freehold property	- 50 years
Freehold land	- Not depreciated
Office equipment	- 5 years

2.8 INVESTMENT PROPERTY

Fixed asset investments and investment property are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities.

2.9 CASH AT BANK AND IN HAND

Cash at bank and 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.

2.10 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 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 measured at amortised cost using the effective interest method.

2.12 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

2. ACCOUNTING POLICIES (continued)

2.13 PROGRAMME RELATED INVESTMENTS

Programme related investments are made exclusively to further the charitable aims by funding specific activities of related tangible fixed assets of a third party which, in turn, contribute to the Charity's own charitable purposes. Property that is let out in order to further charitable aims of the Charity as well as the lessor are classified as tangible fixed assets and are accounted for in the accordance with the tangible fixed asset policy.

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGMENT

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

Critical areas of judgment:

Valuation of Investment Property - The investment property held is a percentage of the freehold property owned which is let out. The percentage of the building tenanted will impact the value of the investment aspect of the property.

Bank and Cash - During the financial year, The Harbour Centre (Plymouth) Limited acted as the lead organisation in a consortium delivering 'The Complex Needs Alliance Contract' (The Alliance), funded by grant from Plymouth City Council.

Under the terms of the contract, The Harbour Centre is the host supplier and is responsible for receiving and administering the grant on behalf of the consortium. The Harbour Centre acts as agent, holding and distributing funds to itself and the other consortium partners in accordance with the agreed delivery plan and funder requirements. Income received is accounted for in line with the income policy.

At the balance sheet date, funds were held for future distribution to consortium members and accordingly, is excluded from the Balance Sheet and does not fall within the scope of the Charity's audit.

4. INCOME FROM DONATIONS AND LEGACIES

	Restricted funds 2025	Unrestricted funds 2025	Total funds 2025	Total funds 2024
	£	£	£	£
Donations	-	11,790	11,790	27,942
TOTAL 2024	-	27,942	27,942	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

5. INVESTMENT INCOME

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Rental income	-	52,496	52,496	60,739
Investment income	-	15,249	15,249	8,345
	<u>-</u>	<u>67,745</u>	<u>67,745</u>	<u>69,084</u>
TOTAL 2024	<u>-</u>	<u>69,084</u>	<u>69,084</u>	

6. INCOME FROM CHARITABLE ACTIVITIES

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Core funding	40,228	1,795,571	1,835,799	1,852,757
Other funding	10,904	87,692	98,596	13,084
Sharp funding	-	41,930	41,930	258,427
Training courses	-	13,073	13,073	16,454
Supplementary Drug and Alcohol Treatment grant	70,303	769,536	839,839	308,001
Rough Sleeping Drug and Alcohol Treatment grant	-	214,000	214,000	214,000
	<u>121,435</u>	<u>2,921,802</u>	<u>3,043,237</u>	<u>2,662,723</u>
TOTAL 2024	<u>64,058</u>	<u>2,598,665</u>	<u>2,662,723</u>	

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Direct charitable expenditure 2025 £	Governance costs 2025 £	Total funds 2025 £	Total funds 2024 £
Charitable expenditure	<u>3,404,024</u>	<u>48,913</u>	<u>3,452,937</u>	2,657,943
TOTAL 2024	<u>2,612,358</u>	<u>45,585</u>	<u>2,657,943</u>	

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

8. GOVERNANCE COSTS

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Auditors' remuneration	-	9,340	9,340	7,600
Auditors' non-audit costs	-	2,335	2,335	1,900
Company secretarial and professional fees	-	1,901	1,901	1,411
Wages and salaries	-	33,572	33,572	32,974
Pension costs	-	1,765	1,765	1,700
	<u>-</u>	<u>48,913</u>	<u>48,913</u>	<u>45,585</u>
TOTAL 2024	<u>-</u>	<u>45,585</u>	<u>45,585</u>	

9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2025 £	Depreciation 2025 £	Other costs 2025 £	Total funds 2025 £	Total funds 2024 £
Expenditure on property investment management	40,828	-	60,776	101,604	105,312
COSTS OF RAISING FUNDS	<u>40,828</u>	<u>-</u>	<u>60,776</u>	<u>101,604</u>	<u>105,312</u>
Expenditure on charitable activities	2,378,139	299,770	726,115	3,404,024	2,612,358
Expenditure on governance	35,337	-	13,576	48,913	45,585
CHARITABLE ACTIVITIES	<u>2,413,476</u>	<u>299,770</u>	<u>739,691</u>	<u>3,452,937</u>	<u>2,657,943</u>
TOTAL EXPENDITURE	<u>2,454,304</u>	<u>299,770</u>	<u>800,467</u>	<u>3,554,541</u>	<u>2,763,255</u>
TOTAL 2024	<u>2,170,304</u>	<u>34,783</u>	<u>558,168</u>	<u>2,763,255</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
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10. NET INCOME/(EXPENDITURE)

	2025	2024
	£	£
This is stated after charging:		
Depreciation of tangible fixed assets: - owned by the charity	49,770	34,783
Impairment of tangible fixed assets: - owned by the charity	250,000	-
Auditors' remuneration - audit	9,340	7,600
Auditors' remuneration - other services	2,335	1,900
	<u>49,770</u>	<u>34,783</u>

During the year, no Trustees received any remuneration (2024: £Nil).

During the year, no Trustees received any benefits in kind (2024: £Nil).

During the year, no Trustees received any reimbursement of expenses (2024: £Nil).

11. STAFF COSTS

	2025	2024
	£	£
Wages and salaries	2,193,352	1,939,621
Social security costs	182,554	155,016
Contribution to defined contribution pension schemes	78,398	75,667
	<u>2,454,304</u>	<u>2,170,304</u>

The average number of persons employed by the Charity during the year was as follows:

	2025	2024
	No.	No.
Full-time	55	53
Part-time	34	29
	<u>89</u>	<u>82</u>

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

	2025	2024
	No.	No.
In the band £60,001 - £70,000	1	1
In the band £70,001 - £80,000	1	1
In the band £80,001 - £90,000	-	-

Key Management Costs

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel. Total remuneration, including employer pension contributions, in respect of these individuals is £143,136 (2024: £138,250).

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
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12. TANGIBLE FIXED ASSETS

	Freehold Property £	Office Equipment £	Total £
COST OR VALUATION			
At 1 April 2024	1,653,050	225,876	1,878,926
Additions	-	63,851	63,851
At 31 March 2025	<u>1,653,050</u>	<u>289,727</u>	<u>1,942,777</u>
DEPRECIATION			
At 1 April 2024	640,597	175,533	816,130
Charge for the year	17,714	32,057	49,771
Impairment Charges	250,000	-	250,000
At 31 March 2025	<u>908,311</u>	<u>207,590</u>	<u>1,115,901</u>
NET BOOK VALUE			
At 31 March 2025	<u>744,739</u>	<u>82,137</u>	<u>826,876</u>
At 31 March 2024	<u>1,012,453</u>	<u>50,343</u>	<u>1,062,796</u>

A net book value amount of £245,000 (2024: £495,000) is included within freehold property which represents a building used as a programme related investment. A valuation was undertaken in August 2025 by Sanderson Weatherall on a Market Value basis. This has been used for the assesment of the impairment review in the year.

13. INVESTMENT PROPERTY

	£
VALUATION	
At 1 April 2024	217,500
Change in fair value in the year	442,500
At 31 March 2025	<u>660,000</u>

The entire balance relates to Hyde Park House, which has split use, being partly used by the charity itself and partly rented out to third parties. The value above represents the element let out to the third parties. The 2025 valuation, prepared by Sanderson Weatherall on a Market Value and Market Rent Basis, has been used for the assesment of the change in fair value in the year.

14. DEBTORS

	2025 £	2024 £
DUE WITHIN ONE YEAR		
Trade debtors	83,010	21,545
Other debtors	21,157	5,373
Prepayments and accrued income	19,809	160,394
	<u>123,976</u>	<u>187,312</u>

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FOR THE YEAR ENDED 31 MARCH 2025

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2025	2024
	£	£
Bank loans	6,068	20,376
Trade creditors	36,488	23,100
Other taxation and social security	41,694	40,234
Other creditors	16,657	69,275
Accruals and deferred income	54,425	39,500
	<u>155,332</u>	<u>192,485</u>

The above balance of bank loans is secured against the freehold and investment property held by the charity. The aggregate carrying values of the asset secured is £1,404,739 (2024: £1,229,953).

	2025	2024
	£	£
Deferred income at 1 April	4,663	13,194
Resources deferred during the year	12,706	4,663
Amounts released from previous periods	(4,663)	(13,194)
	<u>12,706</u>	<u>4,663</u>

Included within the deferred income balance at the year end are funds received in advance in respect of The Alliance totalling £6,706 and the Creating Connections Grant totalling £6,000. Amounts released from 2024 during the year include funds received in advance in respect of The Alliance totalling £4,663.

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2025	2024
	£	£
Bank loans	218,229	215,470
	<u>218,229</u>	<u>215,470</u>

Included within the above are amounts falling due as follows:

	2025	2024
	£	£
BETWEEN ONE AND TWO YEARS		
Bank loans	<u>6,068</u>	<u>20,376</u>
BETWEEN TWO AND FIVE YEARS		
Bank loans	<u>212,161</u>	<u>195,094</u>
OVER FIVE YEARS		
Bank loans	<u>-</u>	<u>-</u>

The balance above is made up of one loan. The loan is repayable over 120 months from drawdown at a fixed interest rate of 4.44% per annum.

The above balance of bank loans is secured against the freehold and investment property held by the charity. The aggregate carrying values of the asset secured is £1,404,739 (2024: £1,229,953).

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2025 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	826,950	-	-	(224,370)	602,580
Investment Property	217,500	-	-	442,500	660,000
Sinking Fund	42,180	-	(59,441)	17,261	-
Business Development	8,140	-	(8,140)	-	-
Hardship Fund	40,000	-	-	-	40,000
Hyde Park House Repair	138,130	-	(195,306)	57,176	-
	<u>1,272,900</u>	<u>-</u>	<u>(262,887)</u>	<u>292,567</u>	<u>1,302,580</u>
GENERAL FUNDS					
Charitable Funds	448,455	3,443,837	(3,204,306)	(292,135)	395,852
	<u>1,721,355</u>	<u>3,443,837</u>	<u>(3,467,192)</u>	<u>432</u>	<u>1,698,432</u>
RESTRICTED FUNDS					
Charitable Restricted Funds	-	40,228	(39,796)	(432)	-
Naloxone	-	81,207	(47,553)	-	33,654
TOTAL OF FUNDS	<u><u>1,721,355</u></u>	<u><u>3,565,272</u></u>	<u><u>(3,554,541)</u></u>	<u><u>-</u></u>	<u><u>1,732,086</u></u>

17. STATEMENT OF FUNDS (continued)

DESIGNATED FUNDS

Fixed assets/Investment property

In furtherment of its objectives, charitable funds expended on the acquisition of Fixed Assets and Investment Property have been so designated because they are invested in assets which are of an enduring benefit to the charity. The fund balances represent periodic property valuations, less the outstanding mortgage and depreciation charges.

Sinking Fund

This fund is set aside for the maintenance of the rental property and is funded by annual contributions from tenants of the property, including the charity.

Business Development

This represent funds for training, consultancy and social enterprise activities.

Hardship Fund

This represents a fund set up to provide support for employees and clients suffering hardship in the current challenging economic climate.

Hyde Park House Repair

This fund is to be used to carry out large one off repairs to Hyde Park House not covered by the Sinking Fund contributions from tenants.

RESTRICTED FUNDS

Naloxone

Funding received to provide Naloxone to users.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

17. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Balance at 31 March 2024
	£	£	£	£	£
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	745,616	-	-	81,334	826,950
Investment Property	217,500	-	-	-	217,500
Sinking Fund	58,850	-	(26,670)	10,000	42,180
Business Development	63,103	-	(54,963)	-	8,140
Hardship Fund	40,000	-	-	-	40,000
Hyde Park House Repair	150,000	-	(11,870)	-	138,130
	<u>1,275,069</u>	<u>-</u>	<u>(93,503)</u>	<u>91,334</u>	<u>1,272,900</u>
GENERAL FUNDS					
Charitable Funds	449,792	2,695,691	(2,607,400)	(89,628)	448,455
	<u>1,724,861</u>	<u>2,695,691</u>	<u>(2,700,903)</u>	<u>1,706</u>	<u>1,721,355</u>
TOTAL UNRESTRICTED FUNDS	<u>1,724,861</u>	<u>2,695,691</u>	<u>(2,700,903)</u>	<u>1,706</u>	<u>1,721,355</u>
RESTRICTED FUNDS					
Charitable Restricted Funds	-	64,058	(62,352)	(1,706)	-
TOTAL OF FUNDS	<u>1,724,861</u>	<u>2,759,749</u>	<u>(2,763,255)</u>	<u>-</u>	<u>1,721,355</u>

18. SUMMARY OF FUNDS

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2024	Income	Expenditure	Transfers in/out	Balance at 31 March 2025
	£	£	£	£	£
Designated funds	1,272,900	-	(262,887)	292,567	1,302,580
General funds	448,455	3,443,837	(3,204,306)	(292,135)	395,852
Restricted funds	-	121,435	(87,349)	(432)	33,654
	<u>1,721,355</u>	<u>3,443,837</u>	<u>(3,467,192)</u>	<u>432</u>	<u>1,732,086</u>

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
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18. SUMMARY OF FUNDS (continued)

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Balance at 31 March 2024
	£	£	£	£	£
Designated funds	1,275,069	-	(93,503)	91,334	1,272,900
General funds	449,792	2,695,691	(2,607,400)	(89,628)	448,455
Restricted funds	-	64,058	(62,352)	(1,706)	-
	<u>1,724,861</u>	<u>2,759,749</u>	<u>(2,763,255)</u>	<u>-</u>	<u>1,721,355</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Restricted funds 2025	Unrestricted funds 2025	Total funds 2025
	£	£	£
Tangible fixed assets	-	826,876	826,876
Investment property	-	660,000	660,000
Current assets	-	618,771	618,771
Creditors due within one year	(23,111)	(132,221)	(155,332)
Creditors due in more than one year	-	(218,229)	(218,229)
	<u>(23,111)</u>	<u>1,755,197</u>	<u>1,732,086</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Restricted funds 2024	Unrestricted funds 2024	Total funds 2024
	£	£	£
Tangible fixed assets	-	1,062,796	1,062,796
Investment property	-	217,500	217,500
Current assets	-	849,014	849,014
Creditors due within one year	-	(192,485)	(192,485)
Creditors due in more than one year	-	(215,470)	(215,470)
	<u>-</u>	<u>1,721,355</u>	<u>1,721,355</u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

20. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2025	2024
	£	£
Net income for the year (as per Statement of Financial Activities)	10,730	(3,506)
ADJUSTMENTS FOR:		
Depreciation charges	49,771	34,783
Impairment charges	250,000	
Movement in Fair value of Investments	(442,500)	
Rents and income from investments	(67,745)	(69,084)
(Increase)/Decrease in debtors	63,336	39,309
Increase/ (Decrease) in creditors	(22,844)	(112,466)
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	(159,252)	(110,964)

21. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2025	2024
	£	£
Amount held at bank	494,728	661,135
Cash in hand	67	567
TOTAL CASH AND CASH EQUIVALENTS	494,795	661,702

22. ANALYSIS OF CHANGE IN NET DEBT

	At 1 April	Cash flows	At 31 March
	2024	2025	2025
	£	£	£
Cash at bank and in hand	661,702	(166,907)	494,795
Debt due within 1 year	(20,376)	14,308	(6,068)
Debt due after 1 year	(215,470)	(2,759)	(218,229)
	<u>425,856</u>	<u>(155,358)</u>	<u>270,498</u>

23. PENSION COMMITMENTS

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £76,633 (2024: £75,667). Contributions totalling £12,299 (2024: £11,512) were payable to the fund at the balance sheet date and are included in creditors.

24. RELATED PARTY TRANSACTIONS

The Harbour Centre (Plymouth) has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and The Harbour Centre (Plymouth) at 31 March 2025.

25. CONTROLLING PARTY

The Charity is controlled by the Trustees.

Document

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THE HARBOUR CENTRE (PLYMOUTH)

England & Wales - Charity number 293721

Accounts



**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024**

Registered number: 01984863

Charity number: 293721



THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2024

Reference and administrative details of the charity, its trustees and advisers

Trustees	Mr C J F Andrews Mr A L White Dr B N Jameson Mrs J H Yeates Mr J D Burt Mrs A J L Clements (resigned 16 October 2024) Mrs E P Bleazard (resigned 21 February 2024) Ms H Hart (resigned 21 February 2024) Ms J Carroll (deceased 9 October 2023)
Company registered number	01984863
Charity registered number	293721
Registered office	Hyde Park House Mutley Plain Plymouth Devon PL4 6LF
Company secretary	Mrs J Howes
Chief executive officer	Mrs J Howes
Independent auditors	Houndiscombe Consultants Limited T/A Condy Mathias Chartered Accountants 6 Houndiscombe Road Plymouth Devon PL4 6HH

INTRODUCTION

The Harbour Centre (Plymouth) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The Board of Directors of the charity are its Trustees for the purposes of charity law and throughout this report are collectively referred to as Trustees. The Trustees present their annual report together with the audited financial statements of the organisation for the year ended 31 March 2024.

The Trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Charities Statement of Recommended Practice (SORP) FRS102. The organisation qualifies as a small company under section 383 of The Companies Act 2006 and therefore a Strategic Report and Director's Report are not required.

OBJECTS

The Harbour Centre (Plymouth) implements operational policies and procedures that are in line with UK national treatment guidelines and standards for drug and alcohol treatment services. The organisation has been ISO 9001 Certified since 2015 and has a robust clinical governance and quality assurance framework.

The principal objects of the company as set out in its governing documents are:

- a) to promote the prevention of the abuse of alcohol and other substances and to assist individuals and their families suffering therefrom through the provision of services that address their multiple needs associated with recovery from addiction or dependence on substances.
- b) to help the prevention of the abuse of alcohol and other substances through the provision of education and training of professionals and volunteers in the field; and
- c) to advance the education of the public about the incidence and effect on society of the use, abuse and dependence upon alcohol and other substances.

These objects are encapsulated within Harbour's Mission Statement:

Harbour supports people suffering from the harm caused by the misuse of drugs and alcohol by providing education, prevention and integrated treatment and recovery services.

ACTIVITIES TO ACHIEVE OBJECTS

We plan and review our strategic aims and activities through our annual business planning cycle.

Our primary activities include:

- providing substance misuse treatment to adults and young people via individual and group support sessions, which includes advice and information, psychosocial interventions, home/community detoxification, and support to engage with education, training, employment, and accommodation;
- providing support to family members affected by drug and alcohol use;
- working in partnership as part of The Plymouth Alliance in multi-agency hubs with staff from primary health, social services, mental health, police, probation, housing, and other charities to ensure that people can access the best available treatment and after care services;
- providing outreach and locality based multi-agency activity focusing on substance misuse and its prevention; and
- delivering information and training sessions to professionals and volunteers in other organisations and residents in the community.

PERFORMANCE

All data on structured treatment for adults and young people is uploaded to the National Drug Treatment Monitoring System. A snapshot of Harbour's key outputs and outcomes in the year ended 31 March 2024 are detailed below.

Adult Community Access Service (exc. CJIT)

- 1159 clients referred into community services
- 432 clients dropped out at referral stage
- 724 had a comprehensive assessment form completed
- 67 clients exited treatment between comprehensive assessment stage and recovery plan stage
- 650 went to tier 3
 - 164 Opiate
 - 120 Non-Opiate
 - 133 Alcohol & Non-Opiate
 - 233 Alcohol only

In total 2165 clients were open to tier 3 treatment in the year ended 31 March 2024

- 1286 Opiate
- 178 Non-Opiate
- 239 Alcohol & Non-Opiate
- 391 Alcohol only
- 71 engaged with Brief Interventions

FUNDING AND INVESTMENT

Harbour's primary activities are commissioned by Public Health and Plymouth City Council as part of The Plymouth Alliance. The organisation owns two properties, Ermington Terrace, and Hyde Park House, both of which generate unrestricted income via rental.

FINANCIAL REVIEW

The Trustees have a reasonable expectation that the company has adequate resources to continue in operation for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

The organisation has achieved a deficit of income over expenditure of £3,506 (2023: £150,190 surplus). This deficit is mainly attributable to the increase in repair costs due to necessary work carried out on Hyde Park House.

Within designated reserves, are reserves linked to the fixed assets of the company. A large part of the charity's overall reserves consists of fixed assets (such as Hyde Park House and Ermington Terrace) rather than actual bank/cash balances that can be spent immediately. The fixed asset fund represents the value of such assets and has been calculated with reference to the book value less any loans relating to the properties. Other designated reserves and the charitable funds represent amounts that could be liquidated quickly to settle liabilities that arise because of one-off events e.g., termination of a contract. These reserves are maintained at an amount deemed suitable to address the risks of the charity within the next 12 months. The trustees aim is to hold charitable funds of between £375,000-£450,000.

At the start of the year the charity had charitable funds of £449,792 and at the year end the charity had £458,558 of charitable funds.

An analysis of reserves can be seen at note 17 of the financial statements.

GOVERNANCE AND MANAGEMENT

Board of Directors

The oversight of the organisation's assets and strategic direction is the responsibility of its Trustees, whose membership on the Board is approved by vote following a robust recruitment, referencing and criminal records checking process. The Trustees elect a Chair to lead on governance and convene meetings. The Trustees have complied with their duty outlined in section 4 of the Charities Act 2006 to have due regard to public benefit guidance issued by The Charity Commission.

All Trustees engage in an induction programme that involves Trustee training on the organisation's work. The Chair of the Board and the Chief Executive Officer (CEO) coordinate this. Continued training and development are regularly reviewed and offered to the Trustees as needs are identified.

Risk Management

A risk management framework guides the decision making of the Trustees and SLT. Over the last five years the organisation has strengthened its policies and structures to manage the increasing levels of professional risk. This has been achieved primarily through the continual review and improvement of recruitment and training standards of employees at all levels.

FUTURE DEVELOPMENTS

The Trustees signed off the latest Strategic Business Plan in 2024 reflecting their current position and future plans. Staff, partners, and the people who use our services have been consulted with regarding future organisational and Alliance aims. The key strategic aims included in this plan are detailed below.

What We Do

- We work as a partner in the Plymouth Alliance to support people to recognise and address the impact of alcohol and drug use so that they can improve their lives and the lives of their loved ones and make a positive contribution in their community. We do this by using approaches that are proven to enable positive and sustainable changes.
- We are careful with the funding we receive, ensuring that it is used only for the purposes that it is intended.

How We Fund It

- We finance our work through the Plymouth Alliance, through public sector contracts, fundraising and by generating our own income. This diversity of funding ensures that our work is sustainable and innovative.
- We plan our growth carefully, ensuring that we do not extend beyond what we can deliver or what is needed.

How We Promote It

- We are a voice of innovation and good practice.
- We have a recognisable brand that clearly defines the ethos of the organisation, the support that we offer, thus ensuring that people and communities have an informed choice.
- We communicate openly, providing constructive feedback and sharing good practice.

How We Resource It

- We recruit talented professionals and volunteers who are committed to making a positive contribution in the communities we serve.
- We ensure that our services are consistently of the highest quality

How We Involve

- We build, deliver, and review our services alongside the people and communities we serve.
- We put community engagement at the core of our support, with aim to reduce isolation and increase opportunities

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the Charity for the purposes of company law) 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustees have taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

Houndiscombe Consultants Limited have agreed to offer themselves for appointment as auditors of the charity.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Mr A L White
Trustee

Date: 29 Nov 2024



OPINION

We have audited the financial statements of The Harbour Centre (Plymouth) for the year ended 31 March 2024 which comprises the Statement of financial activities, the Balance sheet, the Statement of cash flows, and Notes to the financial statements, including 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 charitable company's affairs as at 31 March 2024 and of 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 Companies Act 2006 and Charities SORP 2019

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 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 Financial Reporting Council'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 Board's 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 society's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue. Our responsibilities and the responsibilities of the Boards with respect to going concern are described in the relevant sections of this report.

OTHER INFORMATION

The Board is 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.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

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.

OPINION ON OTHER MATTERS AS 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 Trustee's Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- 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 our 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 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' report (set out on pages 2 to 7), the Trustees (who are also the directors of the charitable company for the purpose 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.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

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 intend to cease operations, or have no realistic alternative but to do so.

AUDITOR 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.

Details of the extent to which the audit was considered capable of detecting irregularities, including fraud and non-compliance with laws and regulations are set out below. 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.

EXTENT TO WHICH THE AUDIT WAS CONSIDERED CAPABLE OF DETECTING IRREGULARITIES, INCLUDING FRAUD

Irregularities, including fraud, are instances of noncompliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

As part of our audit planning, through discussions with management, we obtained an understanding of the legal and regulatory framework that is applicable to the charitable company and the sector in which it operates to identify the key laws and regulations affecting the charitable company. The key laws and regulations we identified were health and safety, and employment laws. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements, primarily the Companies Act 2006, the Charities Act 2011, the reporting frameworks FRS102 and Charities SORP 2019, and the terms and conditions attached to material grants received by the charity. We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company for fraud. The laws and regulations we considered in this context for the UK operations were requirements imposed by the health & social care act, health & safety legislation, employment legislation and General Data Protection Regulations (GDPR).

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any. We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of funding and grant income, and the override of controls by management.

Our audit procedures to respond to these risks included enquiries of management, sample testing on the posting of accounting entries, reviewing accounting estimates for biases, substantive testing of key income streams, substantive testing of development expenditure and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

JM Hillier

.....
John Hillier FCA (Senior Statutory Auditor)

For and on behalf of Houndiscombe Consultants Limited, Statutory Auditor

T/A Condy Mathias Chartered Accountants

6 Houndiscombe Road

Plymouth

Devon

PL4 6HH

Dated: 02 Dec 2024

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2024

	Note	Restricted Funds 2024 £	Unrestricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
INCOME FROM:					
Donations and legacies	4	-	27,942	27,942	9,506
Investments	5	-	69,084	69,084	53,998
Charitable activities	6	64,058	2,598,665	2,662,723	2,548,844
TOTAL INCOME		64,058	2,695,691	2,759,749	2,612,348
EXPENDITURE ON:					
Raising funds		-	105,312	105,312	89,991
Charitable activities	7	62,352	2,595,591	2,657,943	2,372,167
TOTAL EXPENDITURE		62,352	2,700,903	2,763,255	2,462,158
NET MOVEMENT IN FUNDS		1,706	(5,212)	(3,506)	150,190
RECONCILIATION OF FUNDS:					
Total funds brought forward		-	1,724,861	1,724,861	1,574,671
Net movement in funds		1,706	(5,212)	(3,506)	150,190
Releases between funds		(1,706)	1,706	-	-
TOTAL FUNDS CARRIED FORWARD		-	1,721,355	1,721,355	1,724,861

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 15 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 31 MARCH 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	12	1,062,796	1,052,693
Investment property	13	217,500	217,500
		<u>1,280,296</u>	<u>1,270,193</u>
CURRENT ASSETS			
Debtors	14	187,312	226,621
Cash at bank and in hand		661,702	819,699
		<u>849,014</u>	<u>1,046,320</u>
CURRENT LIABILITIES			
Creditors: amounts falling due within one year	15	(192,485)	(297,972)
NET CURRENT ASSETS		<u>656,529</u>	<u>748,348</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,936,825</u>	<u>2,018,541</u>
Creditors: amounts falling due within one year	16	(215,470)	(293,680)
TOTAL NET ASSETS		<u>1,721,355</u>	<u>1,724,861</u>
CHARITY FUNDS			
Restricted funds	17	-	-
Unrestricted funds	17	1,721,355	1,724,861
TOTAL FUNDS		<u>1,721,355</u>	<u>1,724,861</u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr A L White
Trustee

Date: 29 Nov 2024

The notes on pages 15 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2024

		2024	2023
		£	£
CASH FLOWS FROM OPERATING ACTIVITIES	Note		
Net cash (used in)/from operating activities	20	(110,964)	(20,939)
		<hr/>	<hr/>
CASH FLOWS FROM INVESTING ACTIVITIES			
Rents and income from investments		69,084	53,998
Purchase of tangible fixed assets		(44,886)	-
		<hr/>	<hr/>
NET CASH PROVIDED BY INVESTING ACTIVITIES		24,198	53,998
		<hr/>	<hr/>
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayments of borrowing		(71,231)	(15,939)
		<hr/>	<hr/>
NET CASH USED IN FINANCING ACTIVITIES		(71,231)	(15,939)
		<hr/>	<hr/>
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR		(157,997)	17,120
Cash and cash equivalents at the beginning of the year		819,699	802,579
		<hr/>	<hr/>
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR		661,702	819,699
		<hr/>	<hr/>

The notes on pages 15 to 28 form part of these financial statements.

1. GENERAL INFORMATION

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. 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.

The Charity was incorporated in the United Kingdom. Details regarding the Charity's information can be seen on the Charity information page

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Harbour Centre (Plymouth) 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.

2.2 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 costs 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.

Investment income, gains and losses are allocated to the appropriate fund.

2.3 GOING CONCERN

The accounts have been prepared on the going concern basis. The Trustees consider that the Charity has sufficient resources available to meet all commitments as they fall due and the Charity continues as a going concern.

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

The rental income is recognised in accordance with the lease agreements in place. The income received is adjusted through deferred and accrued income when receipt of the monies is paid in arrears or in advance of the period it is occupied.

Donations and other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service where applicable.

2.5 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

2.6 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 institution with whom the funds are deposited.

2.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

2. ACCOUNTING POLICIES (continued)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives. Depreciation is provided on the following bases:

Freehold property	- 50 years
Freehold land	- Not depreciated
Office equipment	- 5 years

2.8 INVESTMENT PROPERTY

Fixed asset investments and investment property are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities.

2.9 CASH AT BANK AND IN HAND

Cash at bank and 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.

The Charity holds cash in a segregated bank account in its name, on behalf of a group of charities, collectively known as The Alliance. The Alliance receives grant money from the local council to be used to achieve joint objectives of the individual charities. The local council dictated that a nominated charity of the group must assist with the administration of The Alliance which includes paying the individual charities their portion of the total funding. The split of funds is not dictated by the Charity and the Charity is not permitted to use the funds for any other purpose. Accordingly, this cash is not recognised as an asset in the Charity's accounts.

2.10 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 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 measured at amortised cost using the effective interest method.

2. ACCOUNTING POLICIES (continued)

2.12 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.13 PROGRAMME RELATED INVESTMENTS

Programme related investments are made exclusively to further the objectives of the Charity. The entire balance is comprised of property held as tangible fixed assets, accounted for in accordance with the tangible fixed asset policy, in line with the Charities SORP. The property is leased out to a third party for a nominal amount only as the use to which the property is put is in furtherance of Harbour's own charitable objectives.

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGMENT

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

Critical areas of judgment:

Valuation of Investment Property - The investment property held is a percentage of the freehold property owned which is let out. The percentage of the building tenanted will impact the value of the investment aspect of the property.

Treatment of funds held for an associated organisation - Cash belonging to The Alliance is held by the charitable company on behalf of the associated organisation. These funds do not belong to the charitable company and are therefore not included within the financial statements. The charity do receive funds from this organisation, only on approval from them as a whole which is then accounted for in line with the income policy.

4. INCOME FROM DONATIONS AND LEGACIES

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations	-	27,942	27,942	9,506
TOTAL 2023	-	9,506	9,506	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

5. INVESTMENT INCOME

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Rental income	-	60,739	60,739	52,319
Investment income	-	8,345	8,345	1,679
	<u>-</u>	<u>69,084</u>	<u>69,084</u>	<u>53,998</u>
TOTAL 2023	<u>-</u>	<u>53,998</u>	<u>53,998</u>	

6. INCOME FROM CHARITABLE ACTIVITIES

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Core funding	64,058	1,788,699	1,852,757	1,787,647
Other funding	-	13,084	13,084	12,732
Sharp funding	-	258,427	258,427	188,825
Training courses	-	16,454	16,454	8,640
Supplementary Drug and Alcohol Treatment grant	-	308,001	308,001	230,000
Rough Sleeping Drug and Alcohol Treatment grant	-	214,000	214,000	321,000
	<u>64,058</u>	<u>2,598,665</u>	<u>2,662,723</u>	<u>2,548,844</u>
TOTAL 2023	<u>-</u>	<u>2,548,844</u>	<u>2,548,844</u>	

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Direct charitable expenditure 2024 £	Governance costs 2024 £	Total funds 2024 £	Total funds 2023 £
Charitable expenditure	2,612,358	45,585	2,657,943	2,372,167
TOTAL 2023	<u>2,315,032</u>	<u>57,135</u>	<u>2,372,167</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

8. GOVERNANCE COSTS

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Auditors' remuneration	-	7,600	7,600	8,330
Auditors' non-audit costs	-	1,900	1,900	2,220
Company secretarial and professional fees	-	1,411	1,411	1,236
Wages and salaries	-	32,974	32,974	41,214
Pension costs	-	1,700	1,700	4,135
	-	45,585	45,585	57,135
TOTAL 2023	-	57,135	57,135	

9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2024 £	Depreciation 2024 £	Other costs 2024 £	Total funds 2024 £	Total funds 2023 £
Expenditure on property investment management	26,492	-	78,820	105,312	89,991
COSTS OF RAISING FUNDS	26,492	-	78,820	105,312	89,991
Direct charitable expenditure	2,109,138	34,783	468,437	2,612,358	2,315,032
Governance costs	34,674	-	10,911	45,585	57,135
CHARITABLE ACTIVITIES	2,143,812	34,783	479,348	2,657,943	2,372,167
TOTAL EXPENDITURE	2,170,304	34,783	558,168	2,763,255	2,462,158
TOTAL 2023	1,913,602	32,866	515,690	2,462,158	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

10. NET INCOME/(EXPENDITURE)

	2024	2023
	£	£
This is stated after charging:		
Depreciation of tangible fixed assets: - owned by the charity	34,783	32,866
Auditors' remuneration - audit	7,600	8,330
Auditors' remuneration - other services	1,900	2,220
	<u>44,283</u>	<u>43,416</u>

During the year, no Trustees received any remuneration (2023: £Nil).

During the year, no Trustees received any benefits in kind (2023: £Nil).

During the year, no Trustees received any reimbursement of expenses (2023: £Nil).

11. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	1,939,621	1,631,199
Social security costs	155,016	143,952
Contribution to defined contribution pension schemes	75,667	138,451
	<u>2,170,304</u>	<u>1,913,602</u>

The average number of persons employed by the Charity during the year was as follows:

	2024	2023
	No.	No.
Full-time	53	46
Part-time	29	26
	<u>82</u>	<u>72</u>

The number of employees whose salary costs (excluding employer pension costs and NI) exceeded £60,000 was:

	2024	2023
	No.	No.
In the band £60,001 - £70,000	1	1
In the band £70,001 - £80,000	1	-
In the band £80,001 - £90,000	-	-

Key Management Costs

All Trustees and secretaries who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel as listed on page 1. Total remuneration, including benefits such as employer pension costs, in respect of these individuals is £75,132 (2023: £71,350).

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

12. TANGIBLE FIXED ASSETS

	Freehold Property £	Office Equipment £	Total £
COST OR VALUATION			
At 1 April 2023	1,653,050	180,990	1,834,040
Additions	-	44,886	44,886
At 31 March 2024	<u>1,653,050</u>	<u>225,876</u>	<u>1,878,926</u>
DEPRECIATION			
At 1 April 2023	622,890	158,457	781,347
Charge for the year	17,707	17,076	34,783
At 31 March 2024	<u>640,597</u>	<u>175,533</u>	<u>816,130</u>
NET BOOK VALUE			
At 31 March 2024	<u>1,012,453</u>	<u>50,343</u>	<u>1,062,796</u>
At 31 March 2023	<u>1,030,160</u>	<u>22,533</u>	<u>1,052,693</u>

A net book value amount of £495,000 (2023: £495,000) is included within freehold property which represents a building used as a programme related investment.

13. INVESTMENT PROPERTY

	£
VALUATION	
At 31 March 2023 and 31 March 2024	<u>217,500</u>

This entire balance relates Hyde Park House which has split use, being partly used by the Charity itself and partly rented out to third parties. The value above represents the element let out to the third parties. The valuation was made by the Trustees, on an 'open market in existing use' basis. The element of the property used for investment purposes is considered to have an original cost of £197,958. This has been estimated by trustees based upon a proportion of the original cost of the property as a whole, updated for subsequent valuation reports.

14. DEBTORS

	2024 £	2023 £
DUE WITHIN ONE YEAR		
Trade debtors	21,545	29,962
Other debtors	5,373	12,114
Prepayments and accrued income	160,394	184,545
	<u>187,312</u>	<u>226,621</u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Bank loans	20,376	13,397
Trade creditors	23,100	37,608
Other taxation and social security	40,234	46,172
Other creditors	69,275	54,629
Accruals and deferred income	39,500	146,166
	<u>192,485</u>	<u>297,972</u>

The above balance of bank loans is secured against the freehold and investment property held by the charity. The aggregate carrying values of the asset secured is £1,229,953 (2023: 1,247,660).

	2024	2023
	£	£
Deferred income at 1 April 2023	13,194	79,010
Resources deferred during the year	4,663	13,194
Amounts released from previous periods	(13,194)	(79,010)
	<u>4,663</u>	<u>13,194</u>

Included within the deferred income balance at the year end are funds received in advance in respect of The Alliance totalling £4,663 . Amounts released from 2023 during the year include funds received in advance in respect of Safer Streets totalling £13,194.

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR	2024	2023
	£	£
Bank loans	215,470	293,680
	<u>215,470</u>	<u>293,680</u>

Included within the above are amounts falling due as follows:

	2024	2023
	£	£
BETWEEN ONE AND TWO YEARS		
Bank loans	<u>20,376</u>	<u>13,397</u>
BETWEEN TWO AND FIVE YEARS		
Bank loans	<u>195,094</u>	<u>40,092</u>
OVER FIVE YEARS		
Bank loans	<u>-</u>	<u>240,191</u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR (continued)

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2024	2023
	£	£
Payable or repayable by instalments	-	240,091
	<u>-</u>	<u>240,091</u>

The balance above is made up of one loan. The loan is repayable over 120 months from drawdown at a fixed interest rate of 4.44% per annum.

The above balance of bank loans is secured against the freehold and investment property held by the charity. The aggregate carrying values of the asset secured is £1,229,953 (2023: 1,247,660).

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2023	Income	Expenditure	Transfers in/out	Balance at 31 March 2024
	£	£	£	£	£
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	745,616	-	-	81,334	826,950
Investment Property	217,500	-	-	-	217,500
Sinking Fund	58,850	-	(26,670)	10,000	42,180
Business Development	63,103	-	(54,963)	-	8,140
Hardship Fund	40,000	-	-	-	40,000
Hyde Park House Repair	150,000	-	(11,870)	-	138,130
	<u>1,275,069</u>	<u>-</u>	<u>(93,503)</u>	<u>91,334</u>	<u>1,272,900</u>
GENERAL FUNDS					
Charitable Funds	449,792	2,695,691	(2,607,400)	(89,628)	448,455
	<u>1,724,861</u>	<u>2,695,691</u>	<u>(2,700,903)</u>	<u>1,706</u>	<u>1,721,355</u>
TOTAL UNRESTRICTED FUNDS					
RESTRICTED FUNDS					
Charitable Restricted Funds	-	64,058	(62,352)	(1,706)	-
	<u>1,724,861</u>	<u>2,759,749</u>	<u>(2,763,255)</u>	<u>-</u>	<u>1,721,355</u>

17. STATEMENT OF FUNDS (continued)

DESIGNATED FUNDS

Fixed assets/Investment property

In previous years, Charity funds have been used to purchase premises at Ermington Terrace, Plymouth, and other fixed assets that are shown in the Balance Sheet. The initial costs of these assets are allocated by transfers from the General Funds and subsequently, depreciation is charged against this fund over their estimated useful life. The income is therefore not available to spend immediately. Hence, an amount equal to the net book value of fixed assets and investment properties, after deduction of mortgage creditors, has been designated. A transfer has been made from/(to) the General Funds to represent the net impact of loan repayments, depreciation and capital purchases in the year.

Sinking Fund

This fund is set aside for the maintenance of the rental property and is funded by annual contributions from tenants of the property, including the charity.

Business Development

This represent funds for training, consultancy and social enterprise activities.

Hardship Fund

This represents a fund set up to provide support for employees and clients suffering hardship in the current challenging economic climate.

Hyde Park House Repair

This fund is to be used to carry out large one off repairs to Hyde Park House not covered by the Sinking Fund contributions from tenants.

RESTRICTED FUNDS

Naloxone

Funding received to provide Naloxone to users. This is relevant to the comparative years results. There was no amount brought forward or carried forward in the year ended 31 March 2024, nor any movement within the period.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

17. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	762,543	-	(32,866)	15,939	745,616
Investment Property	217,500	-	-	-	217,500
Sinking Fund	48,850	-	-	10,000	58,850
Business Development	81,994	-	(18,891)	-	63,103
Hardship Fund	40,000	-	-	-	40,000
Hyde Park House Repair	-	-	-	150,000	150,000
	<u>1,150,887</u>	<u>-</u>	<u>(51,757)</u>	<u>175,939</u>	<u>1,275,069</u>
GENERAL FUNDS					
Charitable Funds	421,664	2,612,348	(2,408,281)	(175,939)	449,792
	<u>1,572,551</u>	<u>2,612,348</u>	<u>(2,460,038)</u>	<u>-</u>	<u>1,724,861</u>
RESTRICTED FUNDS					
Naloxone	2,120	-	(2,120)	-	-
TOTAL OF FUNDS	<u>1,574,671</u>	<u>2,612,348</u>	<u>(2,462,158)</u>	<u>-</u>	<u>1,724,861</u>

18. SUMMARY OF FUNDS

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2024 £
Designated funds	1,275,069	-	(93,503)	91,334	1,272,900
General funds	449,792	2,695,691	(2,607,400)	(89,628)	448,455
Restricted funds	-	64,058	(62,352)	(1,706)	-
	<u>1,724,861</u>	<u>2,695,691</u>	<u>(2,700,903)</u>	<u>1,706</u>	<u>1,721,355</u>

18. SUMMARY OF FUNDS (continued)

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2022	Income	Expenditure	Transfers in/out	Balance at 31 March 2023
	£	£	£	£	£
Designated funds	1,150,887	-	(51,757)	175,939	1,275,069
General funds	421,664	2,612,348	(2,408,281)	(175,939)	449,792
Restricted funds	2,120	-	(2,120)	-	-
	<u>1,574,671</u>	<u>2,612,348</u>	<u>(2,462,158)</u>	<u>-</u>	<u>1,724,861</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2024	Total funds 2024
	£	£
Tangible fixed assets	1,062,796	1,062,796
Investment property	217,500	217,500
Current assets	849,014	849,014
Creditors due within one year	(192,485)	(192,485)
Creditors due in more than one year	(215,470)	(215,470)
	<u>1,721,355</u>	<u>1,721,355</u>

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2023	Total funds 2023
	£	£
Tangible fixed assets	1,052,693	1,052,693
Investment property	217,500	217,500
Current assets	1,046,320	1,046,320
Creditors due within one year	(297,972)	(297,972)
Creditors due in more than one year	(293,680)	(293,680)
	<u>1,724,861</u>	<u>1,724,861</u>

20. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024	2023
	£	£
Net income for the year (as per Statement of Financial Activities)	(3,506)	150,190
ADJUSTMENTS FOR:		
Depreciation charges	34,783	32,866
Rents and income from investments	(69,084)	(53,998)
(Increase)/Decrease in debtors	39,309	(213,477)
Increase/ (Decrease) in creditors	(112,466)	63,480
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	(110,964)	(20,939)

21. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2024	2023
	£	£
Amount held at bank	661,135	819,531
Cash in hand	567	168
TOTAL CASH AND CASH EQUIVALENTS	661,702	819,699

22. ANALYSIS OF CHANGE IN NET DEBT

	At 1 April 2023	Cash flows	At 31 March 2024
	£	£	£
Cash at bank and in hand	819,699	(157,997)	661,702
Debt due within 1 year	(13,397)	(6,979)	(20,376)
Debt due after 1 year	(293,680)	78,210	(215,470)
	512,622	(86,766)	425,856

23. PENSION COMMITMENTS

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £75,667 (2023: £138,451). Contributions totalling £11,512 (2023: £13,708) were payable to the fund at the balance sheet date and are included in creditors.

24. RELATED PARTY TRANSACTIONS

The Harbour Centre (Plymouth) has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and The Harbour Centre (Plymouth) at 31 March 2024.

25. CONTROLLING PARTY

The Charity is controlled by the Trustees.

THE HARBOUR CENTRE (PLYMOUTH)

England & Wales - Charity number 293721

Accounts

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2023**

Reference and administrative details of the Charity, its trustees and advisers

Trustees Mr C J F Andrews
Ms J Carroll (deceased 9 October 2023)
Ms H Hart
Mr A White
Dr B Jameson
Mrs A Clements
Mrs J Yeates
Mrs E P Bleazard (appointed 1 November 2022)
Mr J D Burt (appointed 11 October 2022)

Company registered number 01984863

Charity registered number 293721

Registered office Hyde Park House
Mutley Plain
Plymouth
Devon
England
PL4 6LF

Company secretary Mrs J Howes

Chief executive officer Mrs J Howes

Independent auditors Bishop Fleming LLP
Chartered Accountants
Salt Quay House
4 North East Quay
Sutton Harbour
Plymouth
PL4 0BN

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

(CONTINUED)

INTRODUCTION

The Harbour Centre (Plymouth) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The Board of Directors of the charity are its Trustees for the purposes of charity law and throughout this report are collectively referred to as Trustees. The Trustees present their annual report together with the audited financial statements of the organisation for the year ended 31 March 2022.

The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Charities Statement of Recommended Practice (SORP) FRS102. The organisation qualifies as small company under section 383 of The Companies Act 2006 and therefore a Strategic Report and Director's Report is not required.

OBJECTS

The Harbour Centre (Plymouth) implements operational policies and procedures that are in line with UK national treatment guidelines and standards for drug and alcohol treatment services. The organisation has been ISO 9001 Certified since 2015 and has a robust clinical governance and quality assurance framework.

The principal objects of the company as set out in its governing documents are:

- a) to promote the prevention of the abuse of alcohol and other substances and to assist individuals and their families suffering therefrom through the provision of services that address their multiple needs associated with recovery from addiction or dependence on substances.
- b) to help the prevention of the abuse of alcohol and other substances through the provision of education and training of professionals and volunteers in the field; and
- c) to advance the education of the public about the incidence and effect on society of the use, abuse and dependence upon alcohol and other substances.

These objects are encapsulated within Harbour's Mission Statement: Harbour supports people suffering from the harm caused by the misuse of drugs and alcohol by providing education, prevention and integrated treatment and recovery services.

ACTIVITIES TO ACHIEVE OBJECTS

We plan and review our strategic aims and activities through our annual business planning cycle.

Our primary activities include:

- providing substance misuse treatment to adults and young people via individual and group support sessions, which includes advice and information, psychosocial interventions, home/community detoxification, and support to engage with education, training, employment, and accommodation.
- providing support to family members affected by drug and alcohol use.
- working in partnership as part of The Plymouth Alliance in multi-agency hubs with staff from primary health, social services, mental health, police, probation, housing, and other charities to ensure that people can access the best available treatment and after care services.
- providing outreach and locality based multi-agency activity focusing on substance misuse and its prevention; and
- delivering information and training sessions to professionals and volunteers in other organisations and residents in the community.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

(CONTINUED)

PERFORMANCE

All data on structured treatment for adults and young people is uploaded to the National Drug Treatment Monitoring System. A snapshot of Harbour's key outputs and outcomes in 2022/23 are detailed below.

Adult Community Access Service (exc. CJIT)

- 935 clients referred into community services
- 197 clients dropped out at referral stage
- 412 had a comprehensive assessment form completed
- 12 clients exited treatment between comprehensive assessment stage and recovery plan stage
- 388 went to tier 3
 - 156 Opiate
 - 32 Non-Opiate
 - 77 Alcohol & Non-Opiate
 - 123 Alcohol only

In total 1493 clients were open to tier 3 treatment in 2022/23

- 1034 Opiate
- 81 Non-Opiate
- 143 Alcohol & Non-Opiate
- 235 Alcohol only
- 102 engaged with Brief Interventions

Sharp Young People's Service

- 115 referrals into SHARP
- 49 young people went onto receive Tier 3 interventions
- 0 Opiate
- 27 Non-Opiate
- 19 Alcohol & Non-Opiate
- 3 Alcohol only

In total 86 young people were open to tier 3 treatment with SHARP in 2022/23

- 3 Opiate
- 45 non-Opiate
- 33 Alcohol & Non-Opiate
- 5 Alcohol only

FUNDING AND INVESTMENT

Harbour's primary activities are commissioned by Public Health and Plymouth City Council as part of The Plymouth Alliance. The organisation owns two properties, Ermington Terrace, and Hyde Park House, both of which generate unrestricted income via rental.

FINANCIAL REVIEW

The Trustees have a reasonable expectation that the company has adequate resources to continue in operation for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

(CONTINUED)

The organisation has achieved a surplus of income over expenditure of £150,190. This surplus is mainly attributable to rental income.

Free reserves are defined as unrestricted reserves not represented by fixed assets. A large part of the charity's overall reserves consists of fixed assets (such as Hyde Park House and Ermington Terrace) rather than actual bank/cash balances that it can spend immediately. The fixed asset fund represents the value of such assets and has been calculated with reference to the book value less any loans relating to the properties. It is excluded from the total value of unrestricted reserves in the calculation of free reserves. Thus, free reserves represent those assets that could be liquidated quickly to settle liabilities that arise because of one-off events e.g., termination of a contract. The Free Reserves Policy has been increased to reflect an increase in risks to the charity. The trustees aim is now to hold free reserves of between £375,000-450,000.

At the start of the year the charity had free reserves of £421,664 and at the year end the charity had £449,792 of free reserves.

An analysis of free reserves can be seen at note 17 of the financial statements.

GOVERNANCE AND MANAGEMENT

Board of Directors

The oversight of the organisation's assets and strategic direction is the responsibility of its Trustees, whose membership on the Board is approved by vote following a robust recruitment, referencing and criminal records checking process. The Trustees elect a Chair to lead on governance and convene meetings. The Trustees have complied with their duty outlined in section 4 of the Charities Act 2006 to have due regard to public benefit guidance issued by The Charity Commission.

All Trustees engage in an induction programme that involves Trustee training on the organisation's work. The Chair of the Board and the Chief Executive Officer (CEO) coordinate this. Continued training and development are regularly reviewed and offered to the Trustees as needs are identified.

Senior Leadership Team

The CEO is responsible for the strategic management of the organisation. A Senior Leadership Team (SLT) was convened in August 2016, comprised of the CEO, the Head of Operations, and a representative senior manager from partner agency Livewell. The SLT works together to agree and action organisational priorities.

Risk Management

A risk management framework guides the decision making of the Trustees and SLT. Over the last five years the organisation has strengthened its policies and structures to manage the increasing levels of professional risk. This has been achieved primarily through the continual review and improvement of recruitment and training standards of employees at all levels.

FUTURE DEVELOPMENTS

The Trustees signed off the Strategic Business Plan for 2019/20 onwards in 2019. In light of COVID-19, The strategic vision has had to be adapted. Staff, partners, and the people who use our services have been consulted with regarding future organisational and Alliance aims. The key strategic aims included in this plan are detailed below.

What We Do

- We work as a partner in the Plymouth Alliance to support people to recognise and address the impact of alcohol and drug use so that they can improve their lives and the lives of their loved ones and make a positive contribution in their community. We do this by using approaches that are proven to enable positive and sustainable changes.

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

(CONTINUED)

- We are careful with the funding we receive, ensuring that it is used only for the purposes that it is intended.

How We Fund It

- We finance our work through the Plymouth Alliance, through public sector contracts, fundraising and by generating our own income. This diversity of funding ensures that our work is sustainable and innovative.
- We plan our growth carefully, ensuring that we do not extend beyond what we can deliver or what is needed.

How We Promote It

- We are a voice of innovation and good practice.
- We have a recognisable brand that clearly defines the ethos of the organisation, the support that we offer, thus ensuring that people and communities have an informed choice.
- We communicate openly, providing constructive feedback and sharing good practice.

How We Resource It

- We recruit talented professionals and volunteers who are committed to making a positive contribution in the communities we serve.
- We ensure that our services are consistently of the highest quality.

How We Involve

- We build, deliver, and review our services alongside the people and communities we serve.
- We put community engagement at the core of our support, with aim to reduce isolation and increase opportunities

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

(CONTINUED)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the Charity for the purposes of company law) 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Bishop Fleming LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Mr A White
Trustee

Date: 13 December 2023



THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)

OPINION

We have audited the financial statements of The Harbour Centre (Plymouth) (the 'charity') for the year ended 31 March 2023 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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 charitable company's affairs as at 31 March 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 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 Auditors' 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 United Kingdom, including the Financial Reporting Council'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 charitable company'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 other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. 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. 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 course of 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.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

OPINION OF 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' responsibilities statement, 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 charitable company or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

AUDITORS RESPONSIBILITIES OF 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 Auditors' 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 extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We have considered the nature of the sector, control environment, and financial performance;
- We have considered the results of enquiries with management and the Trustees in relation to their own identification and assessment of the risks of irregularities within the Charity;
- We have reviewed the documentation of key processes and controls and performed walkthroughs of transactions to confirm that the systems are operating in line with documentation;
- We have obtained and reviewed the Charity's documentation of their policies and procedures relating to:
 - o Identifying, evaluation and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - o The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- We have considered 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 have considered the opportunities and incentives that may exist within the Charity for fraud and identified the highest area of risk to be in relation to income recognition, with a particular risk in relation to the funds held as custodian. In common with all audits under ISAs (UK) we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the Charity 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. The key laws and regulations we considered in this context included the Charities Act 2011, Charity SORP 2019, UK Companies Act, FRS 102, the Federation of Drugs and Alcohol Professionals and the terms and conditions attaching to material grants received by the Charity.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Charity's ability to operate or avoid a material penalty. These included the Health & Social Care Act, data protection legislation, health and safety regulations, and employment legislation.

Our procedures to respond to risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management in relation to actual and potential claims or litigation;
- Performing analytical procedures to identify unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reviewing board meeting minutes;
- Performing detailed transactional testing in relation to the recognition of revenue with a particular focus around the core grant funding agreement and the funds held as custodian; and

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

- 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 accounting estimates are indicative of potential bias; and evaluating the business rationale of significant transactions that are unusual or outside the normal course of business.

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

As a result of the inherent limitations of an audit, there is a risk that not all irregularities, including a material misstatement in the financial statements or non-compliance with regulation, will be detected by us. This risk increases the further removed compliance with a law and regulation is from the events and transactions reflected in the financial statements, given we will be less likely to be aware of it, or should the irregularity occur as a result of fraud rather than a one-off error, as this may involve intentional concealment, forgery, collusion, omission, or misrepresentation.

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 Auditors' report.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Pamela Tuckett FCA DChA (Senior statutory auditor)

for and on behalf of
Bishop Fleming LLP
Chartered Accountants
Statutory Auditors
Salt Quay House
4 North East Quay
Sutton Harbour
Plymouth
PL4 0BN

Date: 14 December 2023

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2023

	Note	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
INCOME FROM:					
Donations and legacies	4	-	9,506	9,506	20,759
Charitable activities	6	-	2,548,844	2,548,844	2,145,639
Investments	5	-	53,998	53,998	52,413
TOTAL INCOME		-	2,612,348	2,612,348	2,218,811
EXPENDITURE ON:					
Raising funds		-	89,991	89,991	101,407
Charitable activities	7	2,120	2,370,047	2,372,167	2,012,571
TOTAL EXPENDITURE		2,120	2,460,038	2,462,158	2,113,978
NET MOVEMENT IN FUNDS		(2,120)	152,310	150,190	104,833
RECONCILIATION OF FUNDS:					
Total funds brought forward		2,120	1,572,551	1,574,671	1,469,838
Net movement in funds		(2,120)	152,310	150,190	104,833
TOTAL FUNDS CARRIED FORWARD		-	1,724,861	1,724,861	1,574,671

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 29 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:01984863

BALANCE SHEET
AS AT 31 MARCH 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets	12	1,052,693	1,085,559
Investment property	13	217,500	217,500
		<u>1,270,193</u>	<u>1,303,059</u>
CURRENT ASSETS			
Debtors	14	226,621	13,144
Cash at bank and in hand		819,699	802,579
		<u>1,046,320</u>	<u>815,723</u>
Creditors: amounts falling due within one year	15	(297,972)	(236,069)
		<u>748,348</u>	<u>579,654</u>
NET CURRENT ASSETS			579,654
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>2,018,541</u>	<u>1,882,713</u>
Creditors: amounts falling due after more than one year	16	(293,680)	(308,042)
TOTAL NET ASSETS		<u><u>1,724,861</u></u>	<u><u>1,574,671</u></u>
CHARITY FUNDS			
Restricted funds	17	-	2,120
Unrestricted funds	17	1,724,861	1,572,551
TOTAL FUNDS		<u><u>1,724,861</u></u>	<u><u>1,574,671</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Mr A White 
Trustee
Date: 13 December 2023

The notes on pages 14 to 29 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2023

	2023	2022
	£	£
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash used (in)/from operating activities	(20,939)	180,669
CASH FLOWS FROM INVESTING ACTIVITIES		
Dividends, interests and rents from investments	53,998	52,413
Purchase of tangible fixed assets	-	(36,613)
NET CASH PROVIDED BY INVESTING ACTIVITIES	53,998	15,800
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayments of borrowing	(15,939)	(94,343)
NET CASH USED IN FINANCING ACTIVITIES	(15,939)	(94,343)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	17,120	102,126
Cash and cash equivalents at the beginning of the year	802,579	700,453
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	819,699	802,579

The notes on pages 14 to 29 form part of these financial statements

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

1. GENERAL INFORMATION

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. 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.

The Charity was incorporated in the United Kingdom. Details regarding the Charity's information can be seen on the Charity information page

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Harbour Centre (Plymouth) 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.

2.2 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 costs 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.

Investment income, gains and losses are allocated to the appropriate fund.

2.3 GOING CONCERN

The accounts have been prepared on the going concern basis. The Trustees consider that the Charity has sufficient resources available to meet all commitments as they fall due and the Charity continues as a going concern.

2. ACCOUNTING POLICIES (continued)

2.4 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.5 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

2.6 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 institution with whom the funds are deposited.

2.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Freehold property	- 50 years
Freehold land	- Not depreciated
Office equipment	- 5 years

2. ACCOUNTING POLICIES (continued)

2.8 INVESTMENT PROPERTY

Fixed asset investments and investment property are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

2.9 CASH AT BANK AND IN HAND

Cash at bank and 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.

The Charity holds cash on behalf of the associated organisation. Control of these funds is not by the Charity but by the senior leadership team of that organisation. Accordingly, this cash is not recognised in the Charity's accounts.

2.10 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 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 measured at amortised cost using the effective interest method.

2.12 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.13 PROGRAMME RELATED INVESTMENTS

Programme related investments are made exclusively to further the charitable aims by funding specific activities of related tangible fixed assets of a third party which, in turn, contribute to the Charity's own charitable purposes. Property that is let out in order to further charitable aims of the Charity as well as the lessor are classified as tangible fixed assets and are accounted for in the accordance with the tangible fixed asset policy.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGMENT

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

Critical areas of judgment:

Valuation of Investment Property - The investment property held is a percentage of the freehold property owned which is let out. The percentage of the building tenanted will impact the value of the investment aspect of the property.

Treatment of funds held for an associated organisation - Included in the Charity's bank account is cash being held on behalf of an associated organisation. Control of these funds is not held by the Charity but by the senior leadership team of that organisation.

4. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Donations	9,506	9,506	20,759
	<u> </u>	<u> </u>	
TOTAL 2022	20,759	20,759	
	<u> </u>	<u> </u>	

5. INVESTMENT INCOME

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Rental income	52,319	52,319	52,380
Investment income	1,679	1,679	33
	<u> </u>	<u> </u>	<u> </u>
	53,998	53,998	52,413
	<u> </u>	<u> </u>	
TOTAL 2022	52,413	52,413	
	<u> </u>	<u> </u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

6. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Core funding	1,709,952	1,709,952	1,704,722
Other funding	12,732	12,732	15,419
Sharp funding	188,825	188,825	184,777
Alcohol service	77,695	77,695	54,793
Training courses	8,640	8,640	13,428
Supplementary Drug and Alcohol Treatment grant (formerly Universal Drug service)	230,000	230,000	172,500
Rough Sleeping Drug and Alcohol Treatment grant	321,000	321,000	-
	<u>2,548,844</u>	<u>2,548,844</u>	<u>2,145,639</u>
TOTAL 2022	<u>2,145,639</u>	<u>2,145,639</u>	

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2023 £	Governance costs 2023 £	Total funds 2023 £	Total funds 2022 £
Charitable expenditure	<u>2,315,032</u>	<u>57,135</u>	<u>2,372,167</u>	<u>2,012,571</u>
TOTAL 2022	<u>1,963,926</u>	<u>48,645</u>	<u>2,012,571</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

8. GOVERNANCE COSTS

	Unrestricted funds 2023 £	Total funds 2023 £	Total funds 2022 £
Auditors' remuneration	8,330	8,330	6,905
Auditors' non-audit costs	2,220	2,220	2,220
Company secretarial and professional fees	1,236	1,236	1,425
Wages and salaries	41,214	41,214	34,891
Pension costs	4,135	4,135	3,204
	<u>57,135</u>	<u>57,135</u>	<u>48,645</u>

9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2023 £	Deprec'n 2023 £	Other costs 2023 £	Total funds 2023 £	Total funds 2022 £
Expenditure on property investment management	-	-	89,991	89,991	101,407
COSTS OF RAISING FUNDS	-	-	89,991	89,991	101,407
Expenditure on charitable activities	1,868,253	32,866	413,913	2,315,032	1,954,801
Expenditure on governance	45,349	-	11,786	57,135	48,645
	<u>1,913,602</u>	<u>32,866</u>	<u>515,690</u>	<u>2,462,158</u>	<u>2,104,853</u>
TOTAL 2022	<u>1,604,347</u>	<u>37,086</u>	<u>463,420</u>	<u>2,104,853</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

10. NET INCOME/(EXPENDITURE)

	2023	2022
	£	£
This is stated after charging:		
Depreciation of tangible fixed assets: - owned by the charity	32,866	37,086
Auditors' remuneration - audit	8,330	6,905
Auditors' remuneration - other services	2,220	2,220
	=====	=====

During the year, no Trustees received any remuneration (2022: £Nil).

During the year, no Trustees received any benefits in kind (2022: £Nil).

During the year, no Trustees received any reimbursement of expenses (2022: £Nil).

11. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	1,631,199	1,364,262
Social security costs	143,952	116,134
Contribution to defined contribution pension schemes	138,451	123,951
	=====	=====
	1,913,602	1,604,347

The average number of persons employed by the Charity during the year was as follows:

	2023	2022
	No.	No.
Full-time	46	38
Part-time	26	25
	=====	=====
	72	63

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

	2023	2022
	No.	No.
In the band £70,001 - £80,000	-	1
In the band £80,001 - £90,000	1	-

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel as listed on page 1. Total remuneration, including employer pension contributions, in respect of these individuals is £87,402 (2022: £76,581).

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023**

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Total £
COST OR VALUATION			
At 1 April 2022	1,653,050	180,990	1,834,040
At 31 March 2023	<u>1,653,050</u>	<u>180,990</u>	<u>1,834,040</u>
DEPRECIATION			
At 1 April 2022	605,179	143,302	748,481
Charge for the year	17,712	15,154	32,866
At 31 March 2023	<u>622,891</u>	<u>158,456</u>	<u>781,347</u>
NET BOOK VALUE			
At 31 March 2023	<u>1,030,159</u>	<u>22,534</u>	<u>1,052,693</u>
At 31 March 2022	<u>1,047,871</u>	<u>37,688</u>	<u>1,085,559</u>

A net book value amount of £495,000 (2022: £495,000) is included within freehold property which represents a building used as a programme related investment.

13. INVESTMENT PROPERTY

	Freehold investment property £
VALUATION	
At 1 April 2022	217,500
At 31 March 2023	<u>217,500</u>

The 202 valuations were made by the Trustees, on an open market value for existing use basis.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

14. DEBTORS

	2023	2022
	£	£
DUE WITHIN ONE YEAR		
Trade debtors	29,962	3,660
Other debtors	12,114	5,841
Prepayments and accrued income	184,545	3,643
	226,621	13,144

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Bank loans	13,397	14,974
Trade creditors	37,608	28,688
Other taxation and social security	46,172	34,062
Other creditors	54,629	21,749
Accruals and deferred income	146,166	136,596
	297,972	236,069

The above balance of bank loans and overdrafts is secured against the Charity's freehold property.

	2023	2022
	£	£
Deferred income at 1 April 2022	79,010	-
Resources deferred during the year	13,194	79,010
Amounts released from previous periods	(79,010)	-
	13,194	79,010

Included within the deferred income balance at the year end are funds received in advance in respect of Safer Streets totalling £13,194 (2022: £Nil). Amounts released from 2022 during the year include funds received in advance in respect of Universal Drug Money totalling £57,000 and funds received in advance from Plymouth City Council totalling £21,510.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2023	2022
	£	£
Bank loans	293,680	308,042

Included within the above are amounts falling due as follows:

	2023	2022
	£	£
BETWEEN ONE AND TWO YEARS		
Bank loans	13,397	14,794
BETWEEN TWO AND FIVE YEARS		
Bank loans	40,092	44,922
OVER FIVE YEARS		
Bank loans	240,191	248,326

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2023	2022
	£	£
Payable or repayable by instalments	240,091	248,326
	240,091	248,326

The balance above is made up of one loan (2022: one loan). The loan is repayable over 120 months from drawdown at a fixed interest rate of 4.44% per annum.

The above balance for bank loans and overdrafts is secured against the Charity's freehold and investment property.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	762,543	-	(32,866)	15,939	745,616
Investment Property	217,500	-	-	-	217,500
Sinking Fund	48,850	-	-	10,000	58,850
Business Development	81,994	-	(18,891)	-	63,103
Hardship Fund	40,000	-	-	-	40,000
Hyde Park House Repair	-	-	-	150,000	150,000
	<u>1,150,887</u>	<u>-</u>	<u>(51,757)</u>	<u>175,939</u>	<u>1,275,069</u>
GENERAL FUNDS					
Charitable Funds	421,664	2,612,348	(2,408,281)	(175,939)	449,792
TOTAL UNRESTRICTED FUNDS	<u>1,572,551</u>	<u>2,612,348</u>	<u>(2,460,038)</u>	<u>-</u>	<u>1,724,861</u>
RESTRICTED FUNDS					
Naloxone	2,120	-	(2,120)	-	-
TOTAL OF FUNDS	<u><u>1,574,671</u></u>	<u><u>2,612,348</u></u>	<u><u>(2,462,158)</u></u>	<u><u>-</u></u>	<u><u>1,724,861</u></u>

17. Statement of funds (continued)

DESIGNATED FUNDS

Fixed assets/Investment property

In previous years, Charity funds have been used to purchase the premises at Ermington Terrace and other fixed assets that are shown in the Statement of Financial Position. The cost of these assets is charged against income over their useful life. The income is therefore not available to spend immediately. Hence, an amount equal to the net book value of fixed assets and investment properties, after deduction of mortgage creditors has been designated. A transfer has been made to represent loan repayments and capital purchases in the year.

Sinking Fund

This fund is set aside for the maintenance of the rental property and is funded by annual contributions from tenants of the property, including the Charity.

Business Development

This represent funds for training, consultancy and social enterprise activities.

Hardship Fund

This represents a fund set up to provide support for employees and clients suffering Hardship in the current challenging climate.

Hyde Park House Repair

This fund is to be used to carry out large one off repairs to Hyde Park House not covered by the Sinking Fund contributions from tenants.

RESTRICTED FUNDS

Naloxone

Funding received to provide Naloxone to users.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

17. Statement of funds (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	668,673	-	(37,086)	130,956	762,543
Investment Property	217,500	-	-	-	217,500
Sinking Fund	50,000	-	(11,150)	10,000	48,850
Complex Lives Tender Reorganisation	14,729	-	-	(14,729)	-
Business Development	90,438	-	(8,444)	-	81,994
Hardship Fund	-	-	-	40,000	40,000
	<u>1,041,340</u>	<u>-</u>	<u>(56,680)</u>	<u>166,227</u>	<u>1,150,887</u>
GENERAL FUNDS					
Charitable Funds	421,378	2,166,398	(1,950,891)	(215,221)	421,664
Investment Funds	-	52,413	(101,407)	48,994	-
	<u>421,378</u>	<u>2,218,811</u>	<u>(2,052,298)</u>	<u>(166,227)</u>	<u>421,664</u>
TOTAL UNRESTRICTED FUNDS	<u>1,462,718</u>	<u>2,218,811</u>	<u>(2,108,978)</u>	<u>-</u>	<u>1,572,551</u>
RESTRICTED FUNDS					
Naloxone	<u>7,120</u>	<u>-</u>	<u>(5,000)</u>	<u>-</u>	<u>2,120</u>
TOTAL OF FUNDS	<u><u>1,469,838</u></u>	<u><u>2,218,811</u></u>	<u><u>(2,113,978)</u></u>	<u><u>-</u></u>	<u><u>1,574,671</u></u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

18. SUMMARY OF FUNDS

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2023 £
Designated funds	1,150,887	-	(51,757)	175,939	1,275,069
General funds	421,664	2,612,348	(2,408,281)	(175,939)	449,792
Restricted funds	2,120	-	(2,120)	-	-
	<u>1,574,671</u>	<u>2,612,348</u>	<u>(2,462,158)</u>	<u>-</u>	<u>1,724,861</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	1,041,340	-	(56,680)	166,227	1,150,887
General funds	421,378	2,218,811	(2,052,298)	(166,227)	421,664
Restricted funds	7,120	-	(5,000)	-	2,120
	<u>1,469,838</u>	<u>2,218,811</u>	<u>(2,113,978)</u>	<u>-</u>	<u>1,574,671</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	1,052,693	1,052,693
Investment property	217,500	217,500
Current assets	1,046,320	1,046,320
Creditors due within one year	(297,972)	(297,972)
Creditors due in more than one year	(293,680)	(293,680)
TOTAL	<u>1,724,861</u>	<u>1,724,861</u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	1,085,559	1,085,559
Investment property	-	217,500	217,500
Current assets	2,120	813,603	815,723
Creditors due within one year	-	(236,069)	(236,069)
Creditors due in more than one year	-	(308,042)	(308,042)
TOTAL	2,120	1,572,551	1,574,671

20. Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income for the year (as per Statement of Financial Activities)	150,190	104,833
ADJUSTMENTS FOR:		
Depreciation charges	32,866	37,086
Dividends, interests and rents from investments	(53,998)	(52,413)
Decrease/(increase) in debtors	(213,477)	28,715
Increase in creditors	63,480	62,448
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	(20,939)	180,669

21. Analysis of cash and cash equivalents

	2023 £	2022 £
Cash in hand	819,699	802,579
TOTAL CASH AND CASH EQUIVALENTS	819,699	802,579

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

22. Analysis of changes in net debt

	At 1 April 2022	Cash flows	At 31 March 2023
	£	£	£
Cash at bank and in hand	802,579	17,120	819,699
Debt due within 1 year	(14,974)	1,577	(13,397)
Debt due after 1 year	(308,042)	14,362	(293,680)
	<u>479,563</u>	<u>33,059</u>	<u>512,622</u>

23. PENSION COMMITMENTS

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £136,356 (2022: £123,150). Contributions totalling £13,708 (2022: £11,748) were payable to the fund at the balance sheet date and are included in creditors.

24. RELATED PARTY TRANSACTIONS

The Harbour Centre (Plymouth) has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the The Harbour Centre (Plymouth) at 31 March 2023.

25. CONTROLLING PARTY

The Charity is controlled by the Trustees.

THE HARBOUR CENTRE (PLYMOUTH)

England & Wales - Charity number 293721

Accounts

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2022

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2022**

Reference and administrative details of the Charity, its trustees and advisers

Trustees Mr C J F Andrews
Ms J Carroll
Ms H Hart
Mr A White
Dr B Jameson
Mr M V Watts (resigned 1 December 2021)
Mrs A Clements
Mrs J Yeates
Mrs E P Bleazard (appointed 1 November 2022)
Mr J D Burt (appointed 11 October 2022)

Company registered number 01984863

Charity registered number 293721

Registered office Hyde Park House
Mutley Plain
Plymouth
Devon
England
PL4 6LF

Company secretary Mrs J Howes

Chief executive officer Mrs J Howes

Independent auditors Bishop Fleming LLP
Chartered Accountants
Salt Quay House
4 North East Quay
Sutton Harbour
Plymouth
PL4 0BN

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

(CONTINUED)

1. INTRODUCTION

The Harbour Centre (Plymouth) is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. The Board of Directors of the charity are its Trustees for the purposes of charity law and throughout this report are collectively referred to as Trustees. The Trustees present their annual report together with the audited financial statements of the organisation for the year ended 31 March 2022.

The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Charities Statement of Recommended Practice (SORP) FRS102. The organisation qualifies as small company under section 383 of The Companies Act 2006 and therefore a Strategic Report and Director's Report is not required.

2. OBJECTS

The Harbour Centre (Plymouth) implements operational policies and procedures that are in line with UK national treatment guidelines and standards for drug and alcohol treatment services. The organisation has been ISO 9001 Certified since 2015 and has a robust clinical governance and quality assurance framework.

The principal objects of the company as set out in its governing documents are:

- a) to promote the prevention of the abuse of alcohol and other substances and to assist individuals and their families suffering therefrom through the provision of services that address their multiple needs associated with recovery from addiction or dependence on substances.
- b) to help the prevention of the abuse of alcohol and other substances through the provision of education and training of professionals and volunteers in the field; and
- c) to advance the education of the public about the incidence and effect on society of the use, abuse and dependence upon alcohol and other substances.

These objects are encapsulated within Harbour's Mission Statement: Harbour supports people suffering from the harm caused by the misuse of drugs and alcohol by providing education, prevention and integrated treatment and recovery services.

3. ACTIVITIES TO ACHIEVE OBJECTS

We plan and review our strategic aims and activities through our annual business planning cycle.

Our primary activities include:

- providing substance misuse treatment to adults and young people via individual and group support sessions, which includes advice and information, psychosocial interventions, home/community detoxification, and support to engage with education, training, employment, and accommodation.
- providing support to family members affected by drug and alcohol use.
- working in partnership as part of The Plymouth Alliance in multi-agency hubs with staff from primary health, social services, mental health, police, probation, housing, and other charities to ensure that people can access the best available treatment and after care services.
- providing outreach and locality based multi-agency activity focusing on substance misuse and its prevention; and
- delivering information and training sessions to professionals and volunteers in other organisations and residents in the community.

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022**

(CONTINUED)

4. PERFORMANCE

All data on structured treatment for adults and young people is uploaded to the National Drug Treatment Monitoring System. A snapshot of Harbour's key outputs and outcomes in 2021/22 are detailed below.

Adult Community Access Service (exc. CJIT)

- 975 clients referred into community services
- 127 clients dropped out at referral stage
- 413 had a comprehensive assessment form completed
- 19 clients exited treatment between comprehensive assessment stage and recovery plan stage
- 379 went to tier 3
- 181 Opiate
- 22 Non-Opiate
- 69 Alcohol & Non-Opiate
- 107 Alcohol only

In total 1487 clients were open to tier 3 treatment in 2021/22

- 1027 Opiate
- 89 Non-Opiate
- 139 Alcohol & Non-Opiate
- 232 Alcohol only
- 268 engaged with Brief Interventions

Sharp Young People's Service

- 120 referrals into SHARP
- 55 young people went onto receive Tier 3 interventions
- 4 Opiate
- 25 Non-Opiate
- 23 Alcohol & Non-Opiate
- 3 Alcohol only

In total 79 young people were open to tier 3 treatment with SHARP in 2021/22

- 5 Opiate
- 36 non-Opiate
- 34 Alcohol & Non-Opiate
- 4 Alcohol only

5. FUNDING & INVESTMENT

Harbour's primary activities are commissioned by Public Health and Plymouth City Council as part of The Plymouth Alliance. The organisation owns two properties, Ermington Terrace, and Hyde Park House, both of which generate unrestricted income via rental.

(CONTINUED)

6. FINANCIAL REVIEW

The Trustees have a reasonable expectation that the company has adequate resources to continue in operation for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

The organisation has achieved a surplus of income over expenditure of £104,833 This surplus is mainly attributable to rental income.

Free reserves are defined as unrestricted reserves not represented by fixed assets. A large part of the charity's overall reserves consists of fixed assets (such as Hyde Park House and Ermington Terrace) rather than actual bank/cash balances that it can spend immediately. The fixed asset fund represents the value of such assets and has been calculated with reference to the book value less any loans relating to the properties. It is excluded from the total value of unrestricted reserves in the calculation of free reserves. Thus, free reserves represent those assets that could be liquidated quickly to settle liabilities that arise because of one-off events e.g., termination of a contract. The Free Reserves Policy has been increased to reflect an increase in risks to the charity. The trustees aim is now to hold free reserves of between £375,000-450,000.

At the start of the year the charity had free reserves of £421,378 and at the year end the charity had £421,664 of free reserves.

An analysis of free reserves can be seen at note 17 of the financial statements

7. GOVERNANCE AND MANAGEMENT

Board of Directors

The oversight of the organisation's assets and strategic direction is the responsibility of its Trustees, whose membership on the Board is approved by vote following a robust recruitment, referencing and criminal records checking process. The Trustees elect a Chair to lead on governance and convene meetings. The Trustees have complied with their duty outlined in section 4 of the Charities Act 2006 to have due regard to public benefit guidance issued by The Charity Commission.

All Trustees engage in an induction programme that involves Trustee training on the organisation's work. The Chair of the Board and the Chief Executive Officer (CEO) coordinate this. Continued training and development are regularly reviewed and offered to the Trustees as needs are identified.

Senior Leadership Team

The CEO is responsible for the strategic management of the organisation. A Senior Leadership Team (SLT) was convened in August 2016, comprised of the CEO, the Head of Operations, and a representative senior manager from partner agency Livewell. The SLT works together to agree and action organisational priorities.

Risk Management

A risk management framework guides the decision making of the Trustees and SLT. Over the last five years the organisation has strengthened its policies and structures to manage the increasing levels of professional risk. This has been achieved primarily through the continual review and improvement of recruitment and training standards of employees at all levels.

(CONTINUED)

8. FUTURE DEVELOPMENTS

The Trustees signed off the Strategic Business Plan for 2019/20 onwards in 2019. In light of COVID-19, The strategic vision has had to be adapted. Staff, partners, and the people who use our services have been consulted with regarding future organisational and Alliance aims. The key strategic aims included in this plan are detailed below.

What We Do

- We work as a partner in the Plymouth Alliance to support people to recognise and address the impact of alcohol and drug use so that they can improve their lives and the lives of their loved ones and make a positive contribution in their community. We do this by using approaches that are proven to enable positive and sustainable changes.
- We are careful with the funding we receive, ensuring that it is used only for the purposes that it is intended.

How We Fund It

- We finance our work through the Plymouth Alliance, through public sector contracts, fundraising and by generating our own income. This diversity of funding ensures that our work is sustainable and innovative.
- We plan our growth carefully, ensuring that we do not extend beyond what we can deliver or what is needed.

How We Promote It

- We are a voice of innovation and good practice.
- We have a recognisable brand that clearly defines the ethos of the organisation, the support that we offer, thus ensuring that people and communities have an informed choice.
- We communicate openly, providing constructive feedback and sharing good practice.

How We Resource It

- We recruit talented professionals and volunteers who are committed to making a positive contribution in the communities we serve.
- We ensure that our services are consistently of the highest quality.

How We Involve

- We build, deliver, and review our services alongside the people and communities we serve.
- We put community engagement at the core of our support, with aim to reduce isolation and increase opportunities.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2022

(CONTINUED)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the Charity for the purposes of company law) 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

select suitable accounting policies and then apply them consistently;
observe the methods and principles of the Charities SORP (FRS 102);
make judgments and accounting estimates that are reasonable and prudent;
state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Bishop Fleming LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Mr A White
Trustee
Date: 19 December 2022

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)

OPINION

We have audited the financial statements of The Harbour Centre (Plymouth) (the 'charity') for the year ended 31 March 2022 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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 charitable company's affairs as at 31 March 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 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 Auditors' 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 United Kingdom, including the Financial Reporting Council'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 charitable company'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 other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. 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. 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 course of 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.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

OPINION OF 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' responsibilities statement, 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 charitable company or to cease operations, or have no realistic alternative but to do so.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

AUDITORS RESPONSIBILITIES OF 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 Auditors' 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 extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We have considered the nature of the sector, control environment, and financial performance;
- We have considered the results of enquiries with management and the Trustees in relation to their own identification and assessment of the risks of irregularities within the Charity;
- We have reviewed the documentation of key processes and controls and performed walkthroughs of transactions to confirm that the systems are operating in line with documentation;
- We have obtained and reviewed the Charity's documentation of their policies and procedures relating to:
 - o Identifying, evaluation and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - o The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- We have considered 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 have considered the opportunities and incentives that may exist within the Charity for fraud and identified the highest area of risk to be in relation to income recognition, with a particular risk in relation to the funds held as custodian. In common with all audits under ISAs (UK) we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the Charity 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. The key laws and regulations we considered in this context included the Charities Act 2011, Charity SORP 2019, UK Companies Act, FRS 102, the Federation of Drugs and Alcohol Professionals and the terms and conditions attaching to material grants received by the Charity.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Charity's ability to operate or avoid a material penalty. These included the Health & Social Care Act, data protection legislation, health and safety regulations, and employment legislation.

Our procedures to respond to risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management in relation to actual and potential claims or litigation;
- Performing analytical procedures to identify unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reviewing board meeting minutes;
- Performing detailed transactional testing in relation to the recognition of revenue with a particular focus around the core grant funding agreement and the funds held as custodian; and

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

- 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 accounting estimates are indicative of potential bias; and evaluating the business rationale of significant transactions that are unusual or outside the normal course of business.

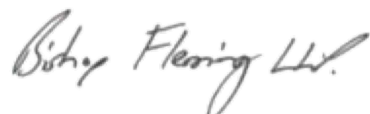
We also communicated identified laws and regulations and potential fraud risks to all members of the engagement team and remained alert to possible indicators of fraud or non-compliance with laws and regulations throughout the audit.

As a result of the inherent limitations of an audit, there is a risk that not all irregularities, including a material misstatement in the financial statements or non-compliance with regulation, will be detected by us. This risk increases the further removed compliance with a law and regulation is from the events and transactions reflected in the financial statements, given we will be less likely to be aware of it, or should the irregularity occur as a result of fraud rather than a one-off error, as this may involve intentional concealment, forgery, collusion, omission, or misrepresentation.

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 Auditors' report.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Pamela Tuckett FCA DChA (Senior statutory auditor)

for and on behalf of
Bishop Fleming LLP
Chartered Accountants
Statutory Auditors
Salt Quay House
4 North East Quay
Sutton Harbour
Plymouth
PL4 0BN

Date: 20 December 2022

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2022

	Note	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
INCOME FROM:					
Donations and legacies	4	-	20,759	20,759	-
Charitable activities	6	-	2,145,639	2,145,639	1,918,757
Investments	5	-	52,413	52,413	55,046
TOTAL INCOME		-	2,218,811	2,218,811	1,973,803
EXPENDITURE ON:					
Raising funds		-	101,407	101,407	75,340
Charitable activities	7	5,000	2,007,571	2,012,571	1,841,153
TOTAL EXPENDITURE		5,000	2,108,978	2,113,978	1,916,493
NET MOVEMENT IN FUNDS		(5,000)	109,833	104,833	57,310
RECONCILIATION OF FUNDS:					
Total funds brought forward		7,120	1,462,718	1,469,838	1,412,528
Net movement in funds		(5,000)	109,833	104,833	57,310
TOTAL FUNDS CARRIED FORWARD		2,120	1,572,551	1,574,671	1,469,838

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:01984863

BALANCE SHEET
AS AT 31 MARCH 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible assets	12	1,085,559	1,086,032
Investment property	13	217,500	217,500
		<u>1,303,059</u>	<u>1,303,532</u>
CURRENT ASSETS			
Debtors	14	13,144	41,859
Cash at bank and in hand		802,579	700,453
		<u>815,723</u>	<u>742,312</u>
Creditors: amounts falling due within one year	15	(236,069)	(194,333)
		<u>579,654</u>	<u>547,979</u>
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,882,713</u>	<u>1,851,511</u>
Creditors: amounts falling due after more than one year	16	(308,042)	(381,673)
TOTAL NET ASSETS		<u><u>1,574,671</u></u>	<u><u>1,469,838</u></u>
CHARITY FUNDS			
Restricted funds	17	2,120	7,120
Unrestricted funds	17	1,572,551	1,462,718
TOTAL FUNDS		<u><u>1,574,671</u></u>	<u><u>1,469,838</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr A White
Trustee
Date: 19 December 2022

The notes on pages 14 to 28 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2022

	2022	2021
	£	£
CASH FLOWS FROM OPERATING ACTIVITIES		
Net cash used in operating activities	180,669	114,732
CASH FLOWS FROM INVESTING ACTIVITIES		
Dividends, interests and rents from investments	52,413	55,046
Purchase of tangible fixed assets	(36,613)	-
NET CASH PROVIDED BY INVESTING ACTIVITIES	15,800	55,046
CASH FLOWS FROM FINANCING ACTIVITIES		
Repayments of borrowing	(94,343)	(35,686)
NET CASH USED IN FINANCING ACTIVITIES	(94,343)	(35,686)
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	102,126	134,092
Cash and cash equivalents at the beginning of the year	700,453	566,361
CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR	802,579	700,453

The notes on pages 14 to 28 form part of these financial statements

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

1. GENERAL INFORMATION

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. 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.

The Charity was incorporated in the United Kingdom. Details regarding the Charity's information can be seen on the Charity information page

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Harbour Centre (Plymouth) 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.

2.2 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 costs 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.

Investment income, gains and losses are allocated to the appropriate fund.

2.3 GOING CONCERN

The accounts have been prepared on the going concern basis. The Trustees consider that the Charity has sufficient resources available to meet all commitments as they fall due. The COVID 19 pandemic had an impact on fundraising in the financial year, however the Charity continues to take actions to address this impact, and management are confident that all liabilities will be met as they fall due and the the Charity continues as a going concern.

2.4 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2. ACCOUNTING POLICIES (continued)

2.5 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

2.6 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 institution with whom the funds are deposited.

2.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following bases:

Freehold property	- 50 years
Freehold land	- Not depreciated
Office equipment	- 5 years

2.8 INVESTMENT PROPERTY

Fixed asset investments and investment property are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

2. ACCOUNTING POLICIES (continued)

2.9 CASH AT BANK AND IN HAND

Cash at bank and 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.

The Charity holds cash on behalf of the associated organisation. Control of these funds is not by the Charity but by the senior leadership team of that organisation. Accordingly, this cash is not recognised in the Charity's accounts.

2.10 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 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 measured at amortised cost using the effective interest method.

2.12 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.13 PROGRAMME RELATED INVESTMENTS

Programme related investments are made exclusively to further the charitable aims by funding specific activities of related tangible fixed assets of a third party which, in turn, contribute to the Charity's own charitable purposes. Property that is let out in order to further charitable aims of the Charity as well as the lessor are classified as tangible fixed assets and are accounted for in the accordance with the tangible fixed asset policy.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGMENT

Estimates and judgments are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

Critical areas of judgment:

Valuation of Investment Property - The investment property held is a percentage of the freehold property owned which is let out. The percentage of the building tenanted will impact the value of the investment aspect of the property.

Treatment of funds held for an associated organisation - Included in the Charity's bank account is cash being held on behalf of an associated organisation. Control of these funds is not held by the Charity but by the senior leadership team of that organisation.

4. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Donations	20,759	20,759	-

5. INVESTMENT INCOME

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Rental income	52,380	52,380	54,956
Investment income	33	33	90
	<u>52,413</u>	<u>52,413</u>	<u>55,046</u>
TOTAL 2021	<u>55,046</u>	<u>55,046</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

6. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Core funding	1,704,722	1,704,722	1,685,594
Other funding	15,419	15,419	1,842
Sharp funding	184,777	184,777	183,627
Alcohol service	54,793	54,793	30,482
Training courses	13,428	13,428	17,212
Universal Drug service	172,500	172,500	-
	<u>2,145,639</u>	<u>2,145,639</u>	<u>1,918,757</u>
TOTAL 2021	<u>1,918,757</u>	<u>1,918,757</u>	

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2022 £	Governance costs 2022 £	Total funds 2022 £	Total funds 2021 £
Charitable expenditure	<u>1,963,926</u>	<u>48,645</u>	<u>2,012,571</u>	<u>1,841,153</u>
TOTAL 2021	<u>1,795,092</u>	<u>46,061</u>	<u>1,841,153</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

8. GOVERNANCE COSTS

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Auditors' remuneration	6,905	6,905	6,080
Auditors' non-audit costs	2,220	2,220	2,220
Company secretarial and professional fees	1,425	1,425	1,518
Wages and salaries	34,891	34,891	34,135
Pension costs	3,204	3,204	2,108
	<u>48,645</u>	<u>48,645</u>	<u>46,061</u>

9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2022 £	Deprec'n 2022 £	Other costs 2022 £	Total funds 2022 £	Total funds 2021 £
Expenditure on property investment management	-	-	101,407	101,407	75,340
COSTS OF RAISING FUNDS	-	-	101,407	101,407	75,340
Expenditure on charitable activities	1,566,252	37,086	351,463	1,954,801	1,795,012
Expenditure on governance	38,095	-	10,550	48,645	46,141
	<u>1,604,347</u>	<u>37,086</u>	<u>463,420</u>	<u>2,104,853</u>	<u>1,916,493</u>
TOTAL 2021	<u>1,482,475</u>	<u>30,624</u>	<u>403,394</u>	<u>1,916,493</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

10. NET INCOME/(EXPENDITURE)

	2022	2021
	£	£
This is stated after charging:		
Depreciation of tangible fixed assets: - owned by the charity	37,086	30,624
Auditors' remuneration - audit	6,905	6,080
Auditors' remuneration - other services	2,220	2,220
	=====	=====

During the year, no Trustees received any remuneration (2021: £Nil).

During the year, no Trustees received any benefits in kind (2021: £Nil).

During the year, no Trustees received any reimbursement of expenses (2021: £Nil).

11. STAFF COSTS

	2022	2021
	£	£
Wages and salaries	1,364,262	1,283,554
Social security costs	116,134	107,432
Contribution to defined contribution pension schemes	123,951	91,489
	=====	=====
	1,604,347	1,482,475

The average number of persons employed by the Charity during the year was as follows:

	2022	2021
	No.	No.
Full-time	38	41
Part-time	25	19
	=====	=====
	63	60

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

	2022	2021
	No.	No.
In the band £70,001 - £80,000	1	1

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel as listed on page 1. Total remuneration, including employer pension contributions, in respect of these individuals is £76,581 (2021: £74,737).

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

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

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Total £
COST OR VALUATION			
At 1 April 2021	1,653,050	144,377	1,797,427
Additions	-	36,613	36,613
At 31 March 2022	<u>1,653,050</u>	<u>180,990</u>	<u>1,834,040</u>
DEPRECIATION			
At 1 April 2021	587,465	123,930	711,395
Charge for the year	17,714	19,372	37,086
At 31 March 2022	<u>605,179</u>	<u>143,302</u>	<u>748,481</u>
NET BOOK VALUE			
At 31 March 2022	<u>1,047,871</u>	<u>37,688</u>	<u>1,085,559</u>
At 31 March 2021	<u>1,065,585</u>	<u>20,447</u>	<u>1,086,032</u>

A net book value amount of £495,000 (2021: £495,000) is included within freehold property which represents a building used as a programme related investment.

13. INVESTMENT PROPERTY

	Freehold investment property £
VALUATION	
At 1 April 2021	217,500
At 31 March 2022	<u>217,500</u>

The 2022 valuations were made by the Trustees, on an open market value for existing use basis.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

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

14. DEBTORS

	2022	2021
	£	£
DUE WITHIN ONE YEAR		
Trade debtors	3,660	34,924
Other debtors	5,841	4,506
Prepayments and accrued income	3,643	2,429
	13,144	41,859

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Bank loans	14,974	35,686
Trade creditors	28,688	46,078
Other taxation and social security	34,062	28,350
Other creditors	21,749	20,432
Accruals and deferred income	136,596	63,787
	236,069	194,333

The above balance of bank loans and overdrafts is secured against the Charity's freehold property.

	2022	2021
	£	£
Resources deferred during the year	79,010	-

Included within the deferred income balance at the year end are funds received in advance in respect of Universal Drug Money totalling £57,000 (2021: £Nil) and funds received in advance from Plymouth City Council totalling £21,510 (2021: £Nil).

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2022	2021
	£	£
Bank loans	308,042	381,673

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

Included within the above are amounts falling due as follows:

	2022 £	2021 £
BETWEEN ONE AND TWO YEARS		
Bank loans	<u>14,794</u>	<u>35,686</u>
BETWEEN TWO AND FIVE YEARS		
Bank loans	<u>44,922</u>	<u>80,992</u>
OVER FIVE YEARS		
Bank loans	<u>248,326</u>	<u>264,995</u>

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2022 £	2021 £
Payable or repayable by instalments	<u>248,326</u>	<u>264,995</u>
	<u>248,326</u>	<u>264,995</u>

The balance above is made up of one loan (2021: two loans). Loan one (2021 only) was repayable over 60 months from drawdown at a fixed interest rate of 4.53% per annum, the balance of this loan was fully repaid in the year. Loan two is repayable over 120 months from drawdown at a fixed interest rate of 4.44% per annum.

The above balance for bank loans and overdrafts is secured against the Charity's freehold and investment property.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

17. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	668,673	-	(37,086)	130,956	762,543
Investment Property	217,500	-	-	-	217,500
Sinking Fund	50,000	-	(11,150)	10,000	48,850
Complex Lives Tender Reorganisation	14,729	-	-	(14,729)	-
Business Development	90,438	-	(8,444)	-	81,994
Hardship Fund	-	-	-	40,000	40,000
	<u>1,041,340</u>	<u>-</u>	<u>(56,680)</u>	<u>166,227</u>	<u>1,150,887</u>
GENERAL FUNDS					
Charitable Funds	421,378	2,166,398	(1,950,891)	(215,221)	421,664
Investment Funds	-	52,413	(101,407)	48,994	-
	<u>421,378</u>	<u>2,218,811</u>	<u>(2,052,298)</u>	<u>(166,227)</u>	<u>421,664</u>
TOTAL UNRESTRICTED FUNDS	<u>1,462,718</u>	<u>2,218,811</u>	<u>(2,108,978)</u>	<u>-</u>	<u>1,572,551</u>
RESTRICTED FUNDS					
Naloxone	7,120	-	(5,000)	-	2,120
TOTAL OF FUNDS	<u>1,469,838</u>	<u>2,218,811</u>	<u>(2,113,978)</u>	<u>-</u>	<u>1,574,671</u>

17. Statement of funds (continued)

DESIGNATED FUNDS

Fixed assets/Investment property

In previous years, Charity funds have been used to purchase the premises at Ermington Terrace and other fixed assets that are shown in the Statement of Financial Position. The cost of these assets is charged against income over their useful life. The income is therefore not available to spend immediately. Hence, an amount equal to the net book value of fixed assets and investment properties, after deduction of mortgage creditors has been designated. A transfer has been made to represent loan repayments and capital purchases in the year.

Sinking Fund

Fund set aside for the maintenance of property.

Complex Lives Tender Reorganisation

This represents funds set aside for potential reorganisation costs as a result of the Complex Lives Tender.

Business Development

This represent funds for training, consultancy and social enterprise activities.

Hardship Fund

This represents a fund set up to provide support for employees and clients suffering Hardship in the current challenging climate.

RESTRICTED FUNDS

Naloxone

Funding received to provide Naloxone to users.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

17. Statement of funds (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Asset Fund	663,611	-	(30,624)	35,686	668,673
Investment Property	217,500	-	-	-	217,500
Sinking Fund	40,000	-	-	10,000	50,000
Complex Lives Tender Reorganisation	14,729	-	-	-	14,729
Business Development	91,000	-	(562)	-	90,438
	<u>1,026,840</u>	<u>-</u>	<u>(31,186)</u>	<u>45,686</u>	<u>1,041,340</u>
GENERAL FUNDS					
Charitable Funds	354,111	1,918,757	(1,804,233)	(47,257)	421,378
Investment Funds	18,723	55,046	(75,340)	1,571	-
	<u>372,834</u>	<u>1,973,803</u>	<u>(1,879,573)</u>	<u>(45,686)</u>	<u>421,378</u>
TOTAL UNRESTRICTED FUNDS	<u>1,399,674</u>	<u>1,973,803</u>	<u>(1,910,759)</u>	<u>-</u>	<u>1,462,718</u>
RESTRICTED FUNDS					
Naloxone	<u>12,854</u>	<u>-</u>	<u>(5,734)</u>	<u>-</u>	<u>7,120</u>
TOTAL OF FUNDS	<u><u>1,412,528</u></u>	<u><u>1,973,803</u></u>	<u><u>(1,916,493)</u></u>	<u><u>-</u></u>	<u><u>1,469,838</u></u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

18. SUMMARY OF FUNDS

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
Designated funds	1,041,340	-	(56,680)	166,227	1,150,887
General funds	421,378	2,218,811	(2,052,298)	(166,227)	421,664
Restricted funds	7,120	-	(5,000)	-	2,120
	<u>1,469,838</u>	<u>2,218,811</u>	<u>(2,113,978)</u>	<u>-</u>	<u>1,574,671</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	1,026,840	-	(31,186)	45,686	1,041,340
General funds	372,834	1,973,803	(1,879,573)	(45,686)	421,378
Restricted funds	12,854	-	(5,734)	-	7,120
	<u>1,412,528</u>	<u>1,973,803</u>	<u>(1,916,493)</u>	<u>-</u>	<u>1,469,838</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Restricted funds 2022 £	Unrestricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	-	1,085,559	1,085,559
Investment property	-	217,500	217,500
Current assets	2,120	813,603	815,723
Creditors due within one year	-	(236,069)	(236,069)
Creditors due in more than one year	-	(308,042)	(308,042)
TOTAL	<u>2,120</u>	<u>1,572,551</u>	<u>1,574,671</u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

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

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	1,086,032	1,086,032
Investment property	-	217,500	217,500
Current assets	7,120	735,192	742,312
Creditors due within one year	-	(194,333)	(194,333)
Creditors due in more than one year	-	(381,673)	(381,673)
TOTAL	7,120	1,462,718	1,469,838

20. PENSION COMMITMENTS

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £56,675 (2021: £54,657). Contributions totalling £11,748 (2021: £10,432) were payable to the fund at the balance sheet date and are included in creditors.

21. RELATED PARTY TRANSACTIONS

The Harbour Centre (Plymouth) has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the The Harbour Centre (Plymouth) at 31 March 2022.

22. CONTROLLING PARTY

The Charity is controlled by the Trustees.

THE HARBOUR CENTRE (PLYMOUTH)

England & Wales - Charity number 293721

Accounts

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

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**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021**

Reference and administrative details of the Charity, its trustees and advisers

Trustees Mr C J F Andrews
Ms J Carroll
Mr J Prichard (resigned 4 May 2020)
Ms H Hart
Mr A White
Dr B Jameson
Mr M V Watts
Mrs A Clements
Mrs J Yeates

Company registered number 01984863

Charity registered number 293721

Registered office Hyde Park House
Mutley Plain
Plymouth
Devon
England
PL4 6LF

Company secretary Mr J Pritchard (until 29 May 2020)
Mrs J Howes (from 29 May 2020)

Chief executive officer Mrs J Howes

Independent auditors Bishop Fleming LLP
Chartered Accountants
Salt Quay House
4 North East Quay
Sutton Harbour
Plymouth
PL4 0BN

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

1. INTRODUCTION

The Harbour Centre (Plymouth) is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. The Board of Directors of the Charity are its Trustees for the purposes of charity law and throughout this report are collectively referred to as Trustees. The Trustees present their annual report together with the audited financial statements of the organisation for the year ended 31 March 2021.

The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Charities Statement of Recommended Practice (SORP) FRS102. The organisation qualifies as small company under section 383 of The Companies Act 2006 and therefore a Strategic Report and Director's Report is not required.

2. OBJECTS

The Harbour Centre (Plymouth) implements operational policies and procedures that are in line with UK national treatment guidelines and standards for drug and alcohol treatment services. The organisation has been ISO 9001 Certified since 2015 and has a robust clinical governance and quality assurance framework.

The principal objects of the Company as set out in its governing documents are:

- a) to promote the prevention of the abuse of alcohol and other substances and to assist individuals and their families suffering therefrom through the provision of services that address their multiple needs associated with recovery from addiction or dependence on substances;
- b) to help the prevention of the abuse of alcohol and other substances through the provision of education and training of professionals and volunteers in the field; and
- c) to advance the education of the public about the incidence and effect on society of the use, abuse and dependence upon alcohol and other substances.

These objects are encapsulated within Harbour's Mission Statement: Harbour supports people suffering from the harm caused by the misuse of drugs and alcohol by providing education, prevention and integrated treatment and recovery services.

3. ACTIVITIES TO ACHIEVE OBJECTS

We plan and review our strategic aims and activities through our annual business planning cycle.

Our primary activities include:

- providing substance misuse treatment to adults and young people via individual and group support sessions, which includes advice and information, psychosocial interventions, home/community detoxification, and support to engage with education, training, employment and accommodation;
- providing support to family members affected by drug and alcohol use;
- working in partnership as part of The Plymouth Alliance in multi-agency hubs with staff from primary health, social services, mental health, police, probation, housing and other charities to ensure that people are able to access the best available treatment and after care services;
- providing outreach and locality based multi-agency activity focusing on substance misuse and its prevention; and
- delivering information and training sessions to professionals and volunteers in other organisations and residents in the community.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

(CONTINUED)

4. PERFORMANCE

All data on structured treatment for adults and young people is uploaded to the National Drug Treatment Monitoring System. A snapshot of Harbour's key outputs and outcomes in 2020/21 are detailed below.

Adult Community Access Service (exc. CJIT)

- 812 clients referred into community services
- 122 clients dropped out at referral stage
- 437 had a comprehensive assessment form completed
- 14 clients exited treatment between comprehensive assessment stage and recovery plan stage
- 414 went to tier 3
- 208 Opiate
- 38 Non-Opiate
- 58 Alcohol & Non-Opiate
- 110 Alcohol only

In total 1,483 clients were open to tier 3 treatment in 2020/21

- 1,022 Opiate
- 107 Non-Opiate
- 118 Alcohol & Non-Opiate
- 236 Alcohol only
- 267 engaged with Brief Interventions

Sharp Young People's Service

- 102 referrals into SHARP
- 47 young people went onto receive Tier 3 interventions
- 1 Opiate
- 28 Non-Opiate
- 17 Alcohol & Non-Opiate
- 1 Alcohol only

In total 80 young people were open to tier 3 treatment with SHARP in 2020/21

- 2 Opiate
- 45 Non-Opiate
- 28 Alcohol & Non-Opiate
- 5 Alcohol only

5. FUNDING & INVESTMENT

Harbour's primary activities are commissioned by Public Health and Plymouth City Council as part of The Plymouth Alliance. The organisation owns two properties, Ermington Terrace and Hyde Park House, both of which generate unrestricted income via rental.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021**

6. FINANCIAL REVIEW

The Trustees have a reasonable expectation that the Company has adequate resources to continue in operation for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

The organisation has achieved a surplus of income over expenditure of £57,310. This surplus is mainly attributable to rental income.

Harbour receives money in advance from the Commissioners on its main contract as 'Banker' on behalf of the other Alliance members. This money does not belong to Harbour and Harbour does not have control of these funds. Accordingly, this money has not been recognised in the financial statements. Further details regarding this treatment can be found in the Accounting Policies.

Free reserves are defined as unrestricted reserves not represented by fixed assets. A large part of the Charity's overall reserves consists of fixed assets (such as Hyde Park House and Ermington Terrace) rather than actual bank/cash balances that it is able to spend immediately. The fixed asset fund represents the value of such assets and has been calculated with reference to the book value less any loans relating to the properties. It is excluded from the total value of unrestricted reserves in the calculation of free reserves. Thus, free reserves represent those assets that could be liquidated relatively quickly to settle liabilities that arise as a result of one off events e.g. termination of a contract. The organisational Reserves Policy agreed in 2017/18 aims to hold free reserves between £150,000-300,000.

At the start of the year the Charity had free reserves of £372,834 and at the year end, the Charity had £421,378 of free reserves.

An analysis of free reserves can be seen at note 18 to the financial statements.

7. GOVERNANCE AND MANAGEMENT

Board of Directors

The oversight of the organisation's assets and strategic direction is the responsibility of its Trustees, whose membership on the Board is approved by vote following a robust recruitment, referencing and criminal records checking process. The Trustees elect a Chair to lead on governance and convene meetings. The Trustees have complied with their duty outlined in section 4 of the Charities Act 2006 to have due regard to public benefit guidance issued by The Charity Commission.

All Trustees engage in an induction programme that involves Trustee training on the organisation's work. This is coordinated by the Chair of the Board and the Chief Executive Officer (CEO). Continued training and development is regularly reviewed and offered to the Trustees as needs are identified.

Senior Leadership Team

The CEO is responsible for the strategic management of the organisation. The Senior Leadership Team (SLT) comprises the CEO, the Head of Operations and a representative senior manager from partner agency Livewell. The SLT works together to agree and action organisational priorities.

Risk Management

A risk management framework guides the decision making of the Trustees and SLT. Over the last five years the organisation has strengthened its policies and structures to manage the increasing levels of professional risk. This has been achieved primarily through the continual review and improvement of recruitment and training standards of employees at all levels.

8. FUTURE DEVELOPMENTS

The Trustees signed off the Strategic Business Plan for 2019/20 onwards in 2019. In light of COVID-19, the strategic vision has had to be adapted. Staff, partners and the people who use our services have been consulted with in regard to future organisational and Alliance aims. The key strategic aims included in this plan are detailed below.

What We Do

- We work as a partner in the Plymouth Alliance to support people to recognise and address the impact of alcohol and drug use so that they can improve their lives and the lives of their loved ones, and make a positive contribution in their community. We do this by using approaches that are proven to enable positive and sustainable changes.
- We are careful with the funding we receive, ensuring that it is used only for the purposes that it is intended.

How We Fund It

- We finance our work through the Plymouth Alliance, through public sector contracts, fundraising and by generating our own income. This diversity of funding ensures that our work is sustainable and innovative.
- We plan our growth carefully, ensuring that we don't extend beyond what we can deliver or what is needed.

How We Promote It

- We are a voice of innovation and good practice.
- We have a recognisable brand that clearly defines the ethos of the organisation, the support that we offer, thus ensuring that people and communities have an informed choice.
- We communicate openly, providing constructive feedback and sharing good practice.

How We Resource It

- We recruit talented professionals and volunteers who are committed to making a positive contribution in the communities we serve.
- We ensure that our services are consistently of the highest quality.

How We Involve

- We build, deliver and review our services alongside the people and communities we serve.
- We put community engagement at the core of our support, with aim to reduce isolation and increase opportunities.

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the Charity for the purposes of company law) 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity 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 Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, Bishop Fleming LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:

Mr A White
Trustee
Date: 01/12/2021



THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)

OPINION

We have audited the financial statements of The Harbour Centre (Plymouth) (the 'charity') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance sheet, the Statement of cash flows and the related notes, 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 charitable company's affairs as at 31 March 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 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 Auditors' 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 United Kingdom, including the Financial Reporting Council'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 charitable company'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 other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. 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. 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 course of 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.

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

OPINION 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 for the financial year for which the financial statements are prepared is consistent with the financial statements.
- 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 our 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 Trustees' Report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' Report and from the requirement to prepare a Strategic Report.

RESPONSIBILITIES OF TRUSTEES

As explained more fully in the Trustees' responsibilities statement, 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 charitable company or to cease operations, or have no realistic alternative but to do so.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)

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

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

- We have considered the nature of the sector, control environment, and financial performance;
- We have considered the results of enquiries with management and the Trustees in relation to their own identification and assessment of the risks of irregularities within the Charity;
- We have reviewed the documentation of key processes and controls and performed walkthroughs of transactions to confirm that the systems are operating in line with documentation;
- We have obtained and reviewed the Charity's documentation of their policies and procedures relating to:
 - o Identifying, evaluation and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - o Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - o The internal controls established to mitigate risks of fraud or noncompliance with laws and regulations;
- We have considered 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 have considered the opportunities and incentives that may exist within the Charity for fraud and identified the highest area of risk to be in relation to income recognition, with a particular risk in relation to the funds held as custodian. In common with all audits under ISAs (UK) we are also required to perform specific procedures to respond to the risk of management override.

We have also obtained an understanding of the legal and regulatory frameworks that the Charity 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. The key laws and regulations we considered in this context included the Charities Act 2011, Charity SORP 2019, UK Companies Act, FRS 102, the Federation of Drugs and Alcohol Professionals and the terms and conditions attaching to material grants received by the Charity.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the Charity's ability to operate or avoid a material penalty. These included the Health & Social Care Act, data protection legislation, health and safety regulations, and employment legislation.

Our procedures to respond to risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management in relation to actual and potential claims or litigation;
- Performing analytical procedures to identify unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE HARBOUR CENTRE (PLYMOUTH)
(CONTINUED)**

- Reviewing board meeting minutes;
- Performing detailed transactional testing in relation to the recognition of revenue with a particular focus around the core grant funding agreement and the funds held as custodian; and
- 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 accounting estimates are indicative of potential bias; and evaluating the business rationale of significant transactions that are unusual or outside the normal course of business.

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

As a result of the inherent limitations of an audit, there is a risk that not all irregularities, including a material misstatement in the financial statements or non-compliance with regulation, will be detected by us. This risk increases the further removed compliance with a law and regulation is from the events and transactions reflected in the financial statements, given we will be less likely to be aware of it, or should the irregularity occur as a result of fraud rather than a one-off error, as this may involve intentional concealment, forgery, collusion, omission, or misrepresentation.

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 Auditors' Report.

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 Auditors' report.

USE OF OUR REPORT

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Pamela Tuckett FCA DChA (Senior statutory auditor)

for and on behalf of

Bishop Fleming LLP

Chartered Accountants

Statutory Auditors

Salt Quay House

4 North East Quay

Sutton Harbour

Plymouth

PL4 0BN

Date: 20/12/2021

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
INCOME FROM:					
Charitable activities	5	-	1,918,757	1,918,757	2,040,427
Investments	4	-	55,046	55,046	65,720
Other income	6	-	-	-	3,217
		-	1,973,803	1,973,803	2,109,364
TOTAL INCOME					
EXPENDITURE ON:					
Raising funds		-	75,340	75,340	79,540
Charitable activities	7	5,734	1,835,419	1,841,153	2,015,668
		5,734	1,910,759	1,916,493	2,095,208
TOTAL EXPENDITURE					
NET MOVEMENT IN FUNDS BEFORE OTHER RECOGNISED GAINS/(LOSSES)					
		(5,734)	63,044	57,310	14,156
OTHER RECOGNISED GAINS/ (LOSSES):					
Losses on revaluation of fixed assets		-	-	-	(88,780)
		(5,734)	63,044	57,310	(74,624)
NET MOVEMENT IN FUNDS					
RECONCILIATION OF FUNDS:					
Total funds brought forward		12,854	1,399,674	1,412,528	1,487,152
Net movement in funds		(5,734)	63,044	57,310	(74,624)
		7,120	1,462,718	1,469,838	1,412,528
TOTAL FUNDS CARRIED FORWARD					

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 14 to 31 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)
REGISTERED NUMBER:01984863

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	As restated 2020 £
FIXED ASSETS			
Tangible assets	12	1,086,032	1,116,656
Investment property	13	217,500	217,500
		<u>1,303,532</u>	<u>1,334,156</u>
CURRENT ASSETS			
Debtors	14	41,859	40,777
Cash at bank and in hand	22	700,453	566,361
		<u>742,312</u>	<u>607,138</u>
Creditors: amounts falling due within one year	15	(194,333)	(109,651)
		<u>547,979</u>	<u>497,487</u>
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,851,511</u>	<u>1,831,643</u>
Creditors: amounts falling due after more than one year	16	(381,673)	(419,115)
TOTAL NET ASSETS		<u><u>1,469,838</u></u>	<u><u>1,412,528</u></u>
CHARITY FUNDS			
Restricted funds	18	7,120	12,854
Unrestricted funds	18	1,462,718	1,399,674
TOTAL FUNDS		<u><u>1,469,838</u></u>	<u><u>1,412,528</u></u>

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr A White
Trustee
Date: 01/12/2021

The notes on pages 14 to 31 form part of these financial statements.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	As restated 2020 £
Cash flows from/ (used in) operating activities		
Net cash provided by operating activities	114,732	(66,565)
Cash flows from investing activities		
Dividends, interests and rents from investments	55,046	(1,111)
NET CASH PROVIDED BY/ USED IN INVESTING ACTIVITIES	55,046	(1,111)
Cash flows from financing activities		
Repayments of borrowing	(35,686)	(33,929)
Net cash used in financing activities	(35,686)	(33,929)
Change in cash and cash equivalents in the year	134,092	(101,605)
Cash and cash equivalents at the beginning of the year	566,361	667,966
Cash and cash equivalents at the end of the year	700,453	566,361

The notes on pages 14 to 31 form part of these financial statements

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. GENERAL INFORMATION

The Charity is a company limited by guarantee. The members of the Charity are the Trustees named on page 1. 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.

The Charity was incorporated in the United Kingdom. Details regarding the Charity's information can be seen on the Charity information page.

2. ACCOUNTING POLICIES

2.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Harbour Centre (Plymouth) 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.

2.2 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 costs 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.

Investment income, gains and losses are allocated to the appropriate fund.

2.3 GOING CONCERN

The accounts have been prepared on the going concern basis. The Trustees consider that the Charity has sufficient resources available to meet all commitments as they fall due. The COVID 19 pandemic had an impact on fundraising in the financial year, however the Charity continues to take actions to address this impact, and management are confident that all liabilities will be met as they fall due and the the group continues as a going concern.

2.4 INCOME

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2. ACCOUNTING POLICIES (continued)

2.5 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

2.6 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 institution with whom the funds are deposited.

2.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following bases:

Freehold property	- 50 years
Freehold land	- Not depreciated
Office equipment	- 5 years

2.8 INVESTMENT PROPERTY

Fixed asset investments and investment property are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. ACCOUNTING POLICIES (continued)

2.9 CASH AT BANK AND IN HAND

Cash at bank and 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.

The Charity holds cash on behalf of an associated organisation. Control of these funds is not held by the Charity but by the senior leadership team of that organisation. Accordingly, this cash is not recognised in the Charity's accounts. A prior year adjustment has been recognised to reflect this treatment.

2.10 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.11 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 measured at amortised cost using the effective interest method.

2.12 PENSIONS

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

2.13 PROGRAMME RELATED INVESTMENTS

Programme related investments are made exclusively to further the charitable aims by funding specific activities or related tangible fixed assets of a third party which, in turn, contribute to the charity's own charitable purposes. Property that is let out in order to further charitable aims of the Charity as well as the lessor are classified as tangible fixed assets and are accounted for in accordance with the tangible fixed assets policy.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

3. CRITICAL ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The company makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results.

Critical areas of judgement:

Valuation of Investment Property - The investment property held is a percentage of the freehold property owned which is let out. The percentage of the building tenanted will impact the value of the investment aspect of the property.

Treatment of funds held for an associated organisation - Included in the Charity's bank account is cash being held on behalf of an associated organisation. Control of these funds is not held by the Charity but by the senior leadership team of that organisation. Accordingly, this cash is not recognised in the Charity's accounts. A prior year adjustment has been recognised to reflect this treatment.

4. INVESTMENT INCOME

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Rental income	54,956	54,956	65,124
Investment income	90	90	596
	<u>55,046</u>	<u>55,046</u>	<u>65,720</u>
TOTAL 2020	<u>65,720</u>	<u>65,720</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Core funding	1,685,594	1,685,594	1,805,189
Other funding	1,842	1,842	3,569
Sharp funding	183,627	183,627	163,772
Alcohol service	30,482	30,482	44,741
Training courses	17,212	17,212	23,156
	<u>1,918,757</u>	<u>1,918,757</u>	<u>2,040,427</u>
TOTAL 2020	<u>2,040,427</u>	<u>2,040,427</u>	

6. OTHER INCOMING RESOURCES

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Other income	-	-	3,217
TOTAL 2020	<u>3,217</u>	<u>3,217</u>	

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Activities undertaken directly 2021 £	Governance costs 2021 £	Total funds 2021 £	Total funds 2020 £
Charitable expenditure	1,795,092	46,061	1,841,153	2,015,668
TOTAL 2020	1,971,300	44,368	2,015,668	

8. GOVERNANCE COSTS

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Auditors' remuneration	6,080	6,080	6,780
Auditors' non-audit costs	2,220	2,220	2,220
Company secretarial and professional fees	1,518	1,518	1,605
Wages and salaries	34,135	34,135	31,954
Pension costs	2,108	2,108	1,809
	46,061	46,061	44,368

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

9. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2021 £	Deprec'n 2021 £	Other costs 2021 £	Total funds 2021 £	Total funds 2020 £
Expenditure on property investment management	-	-	75,340	75,340	99,540
COSTS OF RAISING FUNDS	-	-	75,340	75,340	99,540
Expenditure on charitable activities	1,446,232	30,624	318,156	1,795,012	1,971,300
Expenditure on governance	36,243	-	9,898	46,141	44,368
	<u>1,482,475</u>	<u>30,624</u>	<u>403,394</u>	<u>1,916,493</u>	<u>2,115,208</u>
TOTAL 2020	<u>1,566,090</u>	<u>33,421</u>	<u>515,697</u>	<u>2,115,208</u>	

10. NET INCOME/(EXPENDITURE)

	2021 £	2020 £
This is stated after charging:		
Depreciation of tangible fixed assets: - owned by the charity	30,624	33,421
Auditors' remuneration - audit	6,080	6,780
Auditors' remuneration - other services	2,220	2,220
	<u>38,924</u>	<u>42,421</u>

During the year, no Trustees received any remuneration (2020: £Nil).
During the year, no Trustees received any benefits in kind (2020: £Nil).
During the year, no Trustees received any reimbursement of expenses (2020: £Nil).

11. STAFF COSTS

	2021 £	2020 £
Wages and salaries	1,283,554	1,390,281
Social security costs	107,432	115,702
Contribution to defined contribution pension schemes	91,489	60,107
	<u>1,482,475</u>	<u>1,566,090</u>

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

11. STAFF COSTS (CONTINUED)

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Full-time	41	39
Part-time	19	26
	<u>60</u>	<u>65</u>

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

	2021 No.	2020 No.
In the band £70,001 - £80,000	1	-

All Trustees and certain senior employees who have authority and responsibility for planning, directing and controlling the activities of the Charity are considered to be key management personnel as listed on page 1. Total remuneration, including employer pension contributions, in respect of these individuals is £74,737 (2020: £65,502).

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Total £
COST OR VALUATION			
At 1 April 2020	1,653,050	144,377	1,797,427
At 31 March 2021	<u>1,653,050</u>	<u>144,377</u>	<u>1,797,427</u>
DEPRECIATION			
At 1 April 2020	569,751	111,020	680,771
Charge for the year	17,714	12,910	30,624
At 31 March 2021	<u>587,465</u>	<u>123,930</u>	<u>711,395</u>
NET BOOK VALUE			
At 31 March 2021	<u>1,065,585</u>	<u>20,447</u>	<u>1,086,032</u>
At 31 March 2020	<u>1,083,299</u>	<u>33,357</u>	<u>1,116,656</u>

A net book value amount of £495,000 (2020: £495,000) is included within freehold property which represents a building used as a programme related investment.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

13. INVESTMENT PROPERTY

	Freehold investment property £
VALUATION	
At 1 April 2020	217,500
At 31 March 2021	<u>217,500</u>

The 2021 valuations were made by the Trustees, on an open market value for existing use basis.

14. DEBTORS

	2021 £	2020 £
DUE WITHIN ONE YEAR		
Trade debtors	34,924	23,378
Other debtors	4,506	14,647
Prepayments and accrued income	2,429	2,752
	<u>41,859</u>	<u>40,777</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	As restated 2020 £
Bank loans	35,686	33,930
Trade creditors	46,078	8,678
Other taxation and social security	28,350	31,925
Other creditors	20,432	18,259
Accruals and deferred income	63,787	16,859
	<u>194,333</u>	<u>109,651</u>

The above balance of bank loans and overdrafts is secured against the Charity's freehold property.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021 £	2020 £
Bank loans	<u>381,673</u>	<u>419,115</u>

Included within the above are amounts falling due as follows:

	2021 £	2020 £
BETWEEN ONE AND TWO YEARS		
Bank loans	<u>35,686</u>	<u>33,929</u>
BETWEEN TWO AND FIVE YEARS		
Bank loans	<u>80,992</u>	<u>101,788</u>
OVER FIVE YEARS		
Bank loans	<u>264,995</u>	<u>283,398</u>

The aggregate amount of liabilities payable or repayable wholly or in part more than five years after the reporting date is:

	2021 £	2020 £
Payable or repayable by instalments	<u>264,995</u>	<u>257,332</u>
	<u>264,995</u>	<u>257,332</u>

The balance above is made up of two loans. Loan one is repayable over 60 months from drawdown at a fixed interest rate of 4.53% per annum. Loan two is repayable over 120 months from drawdown at a fixed interest rate of 5.56% per annum.

The above balance for bank loans and overdrafts is secured against the Charity's freehold and investment property.

17. PRIOR YEAR ADJUSTMENTS

As outlined in notes 2.9 and 3 to the financial statements, there has been a change in the accounting policy for cash at bank and in hand. The revised policy correctly reflects the nature of control over the related balances. This has resulted in a material impact to the statement of financial position.

The prior year adjustment has resulted in a decrease of Cash at bank and Other creditors of £236,078.

THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
UNRESTRICTED FUNDS					
DESIGNATED FUNDS					
Fixed Assets Fund	663,611	-	(30,624)	35,686	668,673
Investment Property	217,500	-	-	-	217,500
Sinking Fund	40,000	-	-	10,000	50,000
Complex Lives Tender Reorganisation	14,729	-	-	-	14,729
Business Development	91,000	-	(562)	-	90,438
	<u>1,026,840</u>	<u>-</u>	<u>(31,186)</u>	<u>45,686</u>	<u>1,041,340</u>
GENERAL FUNDS					
Charitable Funds	354,111	1,918,757	(1,804,233)	(47,257)	421,378
Investment Funds	18,723	55,046	(75,340)	1,571	-
	<u>372,834</u>	<u>1,973,803</u>	<u>(1,879,573)</u>	<u>(45,686)</u>	<u>421,378</u>
TOTAL UNRESTRICTED FUNDS	<u>1,399,674</u>	<u>1,973,803</u>	<u>(1,910,759)</u>	<u>-</u>	<u>1,462,718</u>
RESTRICTED FUNDS					
Naloxone	12,854	-	(5,734)	-	7,120
TOTAL OF FUNDS	<u>1,412,528</u>	<u>1,973,803</u>	<u>(1,916,493)</u>	<u>-</u>	<u>1,469,838</u>

**THE HARBOUR CENTRE (PLYMOUTH)
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

18. STATEMENT OF FUNDS (CONTINUED)

DESIGNATED FUNDS

Fixed assets/Investment property

In previous years, Charity funds have been used to purchase the premises at Ermington Terrace and other fixed assets that are shown in the Statement of Financial Position. The cost of these assets is charged against income over their useful life. The income is therefore not available to spend immediately. Hence, an amount equal to the net book value of fixed assets and investment properties, after deduction of mortgage creditors has been designated. A transfer has been made to represent loan repayments and capital purchases in the year.

Sinking Fund

Fund set aside for the maintenance of property.

Complex Lives Tender Reorganisation

This represents funds set aside for potential reorganisation costs as a result of the Complex Lives Tender.

Business Development

This represent funds for training, consultancy and social enterprise activities.

RESTRICTED FUNDS

Naloxone

Funding received to provide Naloxone to users.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
UNRESTRICTED FUNDS						
DESIGNATED FUNDS						
Fixed Assets Fund	484,553	-	(33,421)	301,259	(88,780)	663,611
Investment Property	484,833	-	-	(267,333)	-	217,500
Sinking Fund	10,000	-	-	30,000	-	40,000
Complex Lives Tender Reorganisation	41,149	-	(26,420)	-	-	14,729
Business Development	91,000	-	-	-	-	91,000
	<u>1,111,535</u>	<u>-</u>	<u>(59,841)</u>	<u>63,926</u>	<u>(88,780)</u>	<u>1,026,840</u>
GENERAL FUNDS						
Charitable Funds	295,604	2,043,644	(1,951,211)	(33,926)	-	354,111
Investment Funds	52,543	65,720	(69,540)	(30,000)	-	18,723
TOTAL UNRESTRICTED FUNDS	<u>348,147</u>	<u>2,109,364</u>	<u>(2,020,751)</u>	<u>(63,926)</u>	<u>-</u>	<u>372,834</u>

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

18. STATEMENT OF FUNDS (CONTINUED)

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
RESTRICTED FUNDS						
Safer Plymouth	449	-	(449)	-	-	-
Naloxone	27,021	-	(14,167)	-	-	12,854
	<u>27,470</u>	<u>-</u>	<u>(14,616)</u>	<u>-</u>	<u>-</u>	<u>12,854</u>

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

19. SUMMARY OF FUNDS

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	1,026,840	-	(31,186)	45,686	1,041,340
General funds	372,834	1,973,803	(1,879,573)	(45,686)	421,378
Restricted funds	12,854	-	(5,734)	-	7,120
	<u>1,412,528</u>	<u>1,973,803</u>	<u>(1,916,493)</u>	<u>-</u>	<u>1,469,838</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 March 2020 £
Designated funds	1,111,535	-	(59,841)	63,926	(88,780)	1,026,840
General funds	348,147	2,109,364	(2,020,751)	(63,926)	-	372,834
Restricted funds	27,470	-	(14,616)	-	-	12,854
	<u>1,487,152</u>	<u>2,109,364</u>	<u>(2,095,208)</u>	<u>-</u>	<u>(88,780)</u>	<u>1,412,528</u>

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	1,086,032	1,086,032
Investment property	-	217,500	217,500
Current assets	7,120	735,192	742,312
Creditors due within one year	-	(194,333)	(194,333)
Creditors due in more than one year	-	(381,673)	(381,673)
TOTAL	<u>7,120</u>	<u>1,462,718</u>	<u>1,469,838</u>

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Restricted funds 2020 £	Unrestricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	-	1,116,656	1,116,656
Investment property	-	217,500	217,500
Current assets	12,854	594,284	607,138
Creditors due within one year	-	(109,651)	(109,651)
Creditors due in more than one year	-	(419,115)	(419,115)
TOTAL	12,854	1,399,674	1,412,528

21. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING
ACTIVITIES

	2021 £	As restated 2020 £
Net income for the year (as per Statement of Financial Activities)	57,310	14,156
ADJUSTMENTS FOR:		
Depreciation charges	30,624	33,421
Dividends, interests and rents from investments	(55,046)	1,111
Decrease/(increase) in debtors	(1,082)	46,284
Increase/(decrease) in creditors	82,926	(161,537)
NET CASH PROVIDED BY/(USED IN) OPERATING ACTIVITIES	114,732	(66,565)

22. ANALYSIS OF CASH AND CASH EQUIVALENTS

	2021 £	As restated 2020 £
Cash in hand	700,453	566,361

At the year end, the Charity held £1,353,951 (2020: £236,078) within a bank account on behalf of an associated organisation. As the Charity does not control these funds and in line with the associated accounting policy, these funds are not recognised by the Charity.

THE HARBOUR CENTRE (PLYMOUTH)
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

23. ANALYSIS OF CHANGES IN NET DEBT

	At 1 April 2020	Cash flows	At 31 March 2021
	£	£	£
Cash at bank and in hand	566,361	134,092	700,453
Debt due within 1 year	(33,930)	(1,756)	(35,686)
Debt due after 1 year	(419,115)	37,442	(381,673)
	<u>113,316</u>	<u>169,778</u>	<u>283,094</u>

24. PENSION COMMITMENTS

The Charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the Charity to the fund and amounted to £54,657 (2020: £60,107). Contributions totalling £10,432 (2020: £8,259) were payable to the fund at the balance sheet date and are included in creditors.

25. RELATED PARTY TRANSACTIONS

During the year, purchases were made from Livewell Southwest CIC totalling £Nil (2020: £280) all of which has been paid by the year end. Morris Watts, a Trustee, is a director of Livewell Southwest CIC.

During the year, purchases were made from YJW Change Management totalling £Nil (2020: £7,515) all of which has been paid by the year end. Jane Yeates, a Trustee, is a partner of YJW Change Management.

Rob Smith, a Trustee in the prior year acted as interim CEO and was paid £Nil (2020: £6,643) in respect of his part time role as CEO on a self-employed basis.

26. CONTROLLING PARTY

The Charity is controlled by the Trustees.