

Company Registration Number 3366848
Charity Number 1064495

STEVENAGE HAVEN
FINANCIAL STATEMENTS
31 MARCH 2011

STEVENAGE HAVEN

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

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STEVENAGE HAVEN

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISERS

Registered charity name	Stevenage Haven
Charity number	1064495
Company registration number	3366848
Registered office	5 Ditchmore Lane Stevenage Hertfordshire SG1 3LJ
Trustees	Mr A Curtis Mr R N Ball Mrs B O B James Mr D W West Mrs A Corsbie-Smith Mr H C L Tessier (Resigned 6 October 2010) Ms R M Patterson Ms F Lloyd (Appointed 6 October 2010)
Secretary	R Cohen
Auditor	Chantrey Vellacott DFK LLP Chartered Accountants Statutory Auditor First Floor 73-75 High Street Stevenage Hertfordshire SG1 3HR
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ National Westminster Bank plc 26 - 28 Queensway Stevenage Hertfordshire SG1 1BT

STEVENAGE HAVEN

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2011

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements of the charity for the year ended 31 March 2011.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board and professional advisers on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the charity during the period were as follows:

Mr A Curtis
Mr R N Ball
Mrs B O B James
Mr D W West
Mrs A Corsbie-Smith
Mr H C L Tessier
Ms R M Patterson
Ms F Lloyd

Ms F Lloyd was appointed as a trustee on 6 October 2010.

Mr H C L Tessier resigned as a trustee on 6 October 2010.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Stevenage Haven is a company limited by guarantee and not having a share capital, incorporated on the 8 May 1997 as amended by special resolution on the 10 August 1997. Stevenage Haven was registered as a charity on 19 September 1997.

The charity was established under a memorandum of association which established the objects and powers of the charity and it is governed by its articles of association.

Appointment of trustees

The trustees of the company consist of the chairman and six members, all of whom are members of the committee.

The maximum number of committee members shall be determined by the company in general meeting but unless and until so fixed there shall be no maximum number. The minimum number of committee members shall be three.

The committee shall have power at any time to appoint any person to be a committee member, either to fill a casual vacancy or as an addition to the existing members.

All committee members retire from office at the Annual General Meeting. Committee members are eligible for re-election.

Trustee induction and training

Trustees are provided with a full information pack on their induction and are encouraged to attend external training appropriate to their role.

STEVENAGE HAVEN

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2011

Organisation

The trustees manage the charity. Trustee meetings are held at six-weekly intervals.

Committees and working groups are formed when appropriate, on a temporary basis.

The Project Director and the Chairman communicate regularly with each other and the other trustees by telephone or e-mail to reach decisions on important matters arising between trustee meetings.

Responsibility for day-to-day management of Stevenage Haven lies with the Project Director, Barbara Howard; with powers and responsibilities approved by the trustees.

Risk Management

The trustees have identified the major risks to which Stevenage Haven is exposed and are satisfied that systems or procedures have been established to manage these risks. The Risk Management plan is visited half-yearly at trustee meetings.

OBJECTIVES AND ACTIVITIES

The objects of the charity are:

- to relieve people in Stevenage and the surrounding area in particular by the provision of short-term housing accommodation;
- to give assistance to homeless people.

The activities include:

- providing a hostel where homeless people can find shelter overnight, have an evening meal, bed and breakfast and facilities to wash themselves and their clothing;
- providing an advancement in education and facilities in the interest of social welfare with the objective of improving conditions of life for the homeless;
- providing assistance to homeless people seeking permanent accommodation, including financial assistance to help them meet the initial cost of moving into permanent accommodation;
- training residents and supporting ex-residents of the hostel to take on responsibility of managing their affairs in order to retain permanent accommodation;
- using volunteers on a regular basis to augment and supplement the work done by paid staff. During the year approximately 20 volunteers have provided assistance in counselling, education, training of life skills (cooking, cleaning etc.), and art and other leisure activities.

In setting out the objectives and planning the activities, the trustees of Stevenage Haven have given careful consideration to the Charity Commission's general guidance on public benefit.

STEVENAGE HAVEN

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2011

ACHIEVEMENTS AND PERFORMANCE

Over the past seven years, the average number of referrals to be refused access to Stevenage Haven is 521 per annum, mainly due to the reason that the hostel is full. Despite government figures that homelessness is decreasing, these statistics highlight that the need to access emergency temporary accommodation is still very much the need and, with the economic climate experienced at present, these figures are unfortunately likely to increase.

Stevenage Haven has also placed a high priority to ensure that clients move on positively, long before this was an expected political outcome. During 2010/11, the planned move on figure for Stevenage Haven was 83.7% compared to that of just 46.2% in 2004.

During 2010/11, Stevenage Haven has continued to recognise the need for clients to access move on accommodation to achieve the opportunity to succeed living as independent and secure a lifestyle as possible. During this period, Stevenage Haven supported 8 independent units leased from Stevenage Borough Council, 5 independent units from North Herts District Council and 4 independent units via another charity. The organisation's move on accommodation this year thereby remained at 17.

Stevenage Haven has also maintained its outreach floating support with the help of securing funding for a three year contract from Supporting People to provide 25 hours per week until 2012 and other external funding to provide 35 hours until September 2011. This service has undoubtedly enabled the organisation to provide essential transition of support to the clients from leaving the hostel to supporting them to sustain their own independent tenancies.

FINANCIAL REVIEW

Investment powers and policy

Stevenage Haven has powers to invest in any way the trustees wish. The trustees, having regard to liquidity requirements, decided to keep any spare funds not required for immediate use in an interest-bearing instant access account with the Charities Aid Foundation.

Reserves policy

The trustees aim to keep unrestricted funds at a level equal to three months' budgeted expenditure. This level is required to demonstrate financial stability and security to beneficiaries, funders, supporters and employees.

The trustee-directors consider it prudent to link the policy to its business plan and to hold this level of reserves to fund:

- start-up costs of developments that will enable Stevenage Haven to meet its aims and objectives;
- fluctuations in income due to delayed receipt of statutory and contract payments;
- unplanned but necessary expenditure.

At the year-end the level of unrestricted funds was £271,835 representing six months' budgeted expenditure. The trustees believe plans for the near future present a temporarily increased risk; they will take this into account when they monitor and review the policy. The trustee-directors carry out this review four times a year.

STEVENAGE HAVEN

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2011

PLANS FOR FUTURE PERIODS

Stevenage Haven is now facing the exciting proposition of a redevelopment scheme working in partnership with Stevenage Borough Council. This proposed scheme will increase the bed spaces of Stevenage Haven from 17 to 28 in a purpose built building. This project will be able to provide more suitable accommodation to the clients as well as providing in-house training and day services for the clients. This facility will also allow working closely in partnership with external agencies.

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Stevenage Haven for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for 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 in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

STEVENAGE HAVEN

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2011

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed on behalf of the trustees

MRS A CORSBIE-SMITH
Trustee

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STEVENAGE HAVEN

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF STEVENAGE HAVEN

YEAR ENDED 31 MARCH 2011

We have audited the financial statements of Stevenage Haven for the year ended 31 March 2011, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the 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 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

As explained more fully in the Trustees' Responsibilities Statement set out on page 5, the trustees (who are also the directors of Stevenage Haven 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

OPINION ON FINANCIAL STATEMENTS

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 2011 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.

OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006

In our opinion the information given in the Trustees Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

STEVENAGE HAVEN

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF STEVENAGE HAVEN *(continued)*

YEAR ENDED 31 MARCH 2011

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

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 exemption in preparing the Trustees Annual Report.

MARK STEVENS (Senior Statutory Auditor)
for and on behalf of **CHANTREY VELLACOTT DFK LLP**
Chartered Accountants and Statutory Auditor
Stevenage

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STEVENAGE HAVEN

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2011

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2011 £	Total Funds 2010 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	6,352	2,400	8,752	11,820
Activities for generating funds	3	1,360	–	1,360	5,381
Investment income	4	1,315	–	1,315	566
Incoming resources from charitable activities	5	<u>552,367</u>	<u>10,592</u>	<u>562,959</u>	<u>563,734</u>
TOTAL INCOMING RESOURCES		<u>561,394</u>	<u>12,992</u>	<u>574,386</u>	<u>581,501</u>
RESOURCES EXPENDED					
Costs of generating funds:					
Costs of generating voluntary income	6	(23,529)	–	(23,529)	(24,367)
Charitable activities	7/8	(468,193)	(52,934)	(521,127)	(536,119)
Governance costs	9	(4,609)	–	(4,609)	(4,151)
TOTAL RESOURCES EXPENDED		<u>(496,331)</u>	<u>(52,934)</u>	<u>(549,265)</u>	<u>(564,637)</u>
NET INCOMING RESOURCES BEFORE TRANSFERS					
Transfer between funds	10 11	65,063 (7,425)	(39,942) 7,425	25,121 –	16,864 –
NET INCOME FOR THE YEAR		<u>57,638</u>	<u>(32,517)</u>	<u>25,121</u>	<u>16,864</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>214,197</u>	<u>39,004</u>	<u>253,201</u>	<u>236,337</u>
TOTAL FUNDS CARRIED FORWARD		<u>271,835</u>	<u>6,487</u>	<u>278,322</u>	<u>253,201</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 11 to 17 form part of these financial statements.

STEVENAGE HAVEN

BALANCE SHEET

As at 31 MARCH 2011

	Note	2011 £	£	2010 £
FIXED ASSETS				
Tangible assets	14		–	906
Programme Related Investments	15		<u>799</u>	<u>834</u>
			799	1,740
CURRENT ASSETS				
Debtors	16	43,827		5,833
Cash at bank and in hand		290,944		<u>307,528</u>
		334,771		313,361
CREDITORS: Amounts falling due within one year	17	(57,248)		<u>(61,900)</u>
NET CURRENT ASSETS			277,523	251,461
TOTAL ASSETS LESS CURRENT LIABILITIES			278,322	<u>253,201</u>
NET ASSETS			278,322	<u>253,201</u>
FUNDS				
Restricted income funds	18		6,487	39,004
Unrestricted income funds	19		271,835	<u>214,197</u>
TOTAL FUNDS			278,322	<u>253,201</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the members of the committee on the
and are signed on their behalf by:

MR R BALL
Trustee

Company Registration Number: 3366848

The notes on pages 11 to 17 form part of these financial statements.

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The trustees believe that the charity has adequate resources and is well placed to manage its business risks successfully. Therefore the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Donations

Voluntary income is received by way of donations and gifts, and is included in full in the statement of financial activities when receivable. Gifts in kind have been valued at the cost to the donor. The value of services provided by volunteers has not been included.

Grants

Grants, including grants for the purchase of furniture, fittings and equipment, are recognised in full in the statement of financial activities in the year in which they are receivable.

Rents and residents' fees activities

Rents and residents' fees are included in the statement of financial activities in the year in which they are receivable.

Other income

Other income is recognised in full in the statement of financial activities in the year in which it is receivable.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity, without further specified purpose, and are available as general funds.

Designated fund are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor.

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

1. ACCOUNTING POLICIES *(continued)*

Resources expended

Expenditure is recognised in the statement of financial activities on an accrual basis as a liability is incurred. Expenditure includes any VAT which can not be fully recovered.

Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

Fixed assets

All fixed assets are initially recorded at cost. Property improvements are capitalised and written off in accordance with the depreciation policy. Expenditure on furniture, fittings and equipment is written off in the year of purchase.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property improvements - 20% per annum straight line

Programme related investments

Programme related investments are included in the balance sheet at the amount invested less any impairments (in the case of equity and loans) and any amounts repaid (in the case of loans). Impairments are charged to resources expended on charitable activities in the Statement of Financial Activities. Similarly, a loan subsequently converted into a grant is charged to charitable activities.

Where a gain is made on disposal of a programme related investment, then the gain is either set off against any prior impairment loss or included as a gain on disposal of fixed assets for the charity's own use and recorded under other incoming resources in the Statement of Financial Activities.

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2011 £	Total Funds 2010 £
Donations				
Donations and gifts	6,352	–	6,352	9,420
Gifts in kind	–	2,400	2,400	2,400
	<u>6,352</u>	<u>2,400</u>	<u>8,752</u>	<u>11,820</u>

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£
Other fundraising	<u>1,360</u>	<u>1,360</u>	<u>5,381</u>

4. INVESTMENT INCOME

	Unrestricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£
Bank interest receivable	<u>1,315</u>	<u>1,315</u>	<u>566</u>

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£	£
Rent and residents' fees	187,133	–	187,133	175,613
Grants and contracts	341,588	10,592	352,180	388,121
Management fees receivable	23,646	–	23,646	–
	<u>552,367</u>	<u>10,592</u>	<u>562,959</u>	<u>563,734</u>

6. COSTS OF GENERATING VOLUNTARY INCOME

	Unrestricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£
Fundraising and development costs	<u>23,529</u>	<u>23,529</u>	<u>24,367</u>

7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£	£
Accommodation and daytime opening	<u>468,193</u>	<u>52,934</u>	<u>521,127</u>	<u>536,119</u>

8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Total Funds 2011	Total Funds 2010
	£	£	£
Accommodation and daytime opening	<u>521,127</u>	<u>521,127</u>	<u>536,119</u>

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

9. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£
Audit and accountancy fees	4,536	4,536	4,137
Costs of trustees' meetings	73	73	14
	<u>4,609</u>	<u>4,609</u>	<u>4,151</u>

10. NET INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	2011	2010
	£	£
Depreciation	906	968
Auditors' fees	<u>4,536</u>	<u>4,137</u>

11. FUND TRANSFERS

A transfer was made from unrestricted funds to the Strident fund to cover a shortfall arising during the year.

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2011	2010
	£	£
Wages and salaries	405,979	410,740
Social security costs	<u>33,621</u>	<u>34,180</u>
	<u>439,600</u>	<u>444,920</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2011	2010
	No	No
Number of project and administrative staff	<u>19</u>	<u>19</u>

No employee received remuneration of more than £60,000 during the year (2010 - Nil).

13. TRUSTEES' REMUNERATION

No trustees received any remuneration or reimbursement of expenses during the year.

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

14. TANGIBLE FIXED ASSETS

	Property improvements £
COST	
At 1 April 2010 and 31 March 2011	<u>20,063</u>
DEPRECIATION	
At 1 April 2010	19,157
Charge for the year	<u>906</u>
At 31 March 2011	<u>20,063</u>
NET BOOK VALUE	
At 31 March 2011	—
At 31 March 2010	<u>906</u>

15. PROGRAMME RELATED INVESTMENTS

	Loans £
At 1 April 2010	834
Amounts repaid	<u>(35)</u>
At 31 March 2011	<u>799</u>

Programme related investments comprise loans made to clients under the rent deposit scheme.

16. DEBTORS

	2011 £	2010 £
Trade debtors	41,539	3,126
Other debtors	1,622	—
Prepayments	<u>666</u>	<u>2,707</u>
	<u>43,827</u>	<u>5,833</u>

17. CREDITORS: Amounts falling due within one year

	2011 £	2010 £
Trade creditors	9,306	11,827
Accruals	<u>47,942</u>	<u>50,073</u>
	<u>57,248</u>	<u>61,900</u>

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

18. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2010 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 Mar 2011 £
Secure and Settled	13,247	4,900	(17,370)	–	777
Rent deposit scheme	4,210	–	–	–	4,210
Gifts in kind	–	2,400	(2,400)	–	–
It's Your Move	21,030	2,692	(22,222)	–	1,500
Modernisation fund	517	–	(517)	–	–
Locality Budget fund	–	2,000	(2,000)	–	–
Strident fund	–	1,000	(8,425)	7,425	–
	<u>39,004</u>	<u>12,992</u>	<u>(52,934)</u>	<u>7,425</u>	<u>6,487</u>

Secure and Settled

The Secure and Settled fund is restricted to funding work dedicated to assisting clients resettle in the community. Additional funding was received during the year from The Beatrice Laing Trust, The Christopher Laing Foundation, The Robert Kiln Charitable Trust and The R S Brownless Charitable Trust.

Rent deposit scheme (was Supported Lodgings)

The Supported Lodgings fund was restricted to funding work dedicated to helping clients find accommodation in the homes of willing and suitable landlords in the Stevenage area. On completion of the project, it was agreed that the balance would be used for a rent deposit scheme.

Gifts in kind

The gift in kind comprises the rentable value of the property provided free of charge by Stevenage Borough Council.

It's Your Move

Lloyds TSB Foundation provided funding for sessional staff to cover permanent staff's night shifts to allow permanent staff to run a rolling programme of Broadway's 'It's Your Move' pre-tenancy training for homeless residents and ex-residents of Stevenage Haven.

Modernisation fund

Work undertaken included: (a) Advice on Partnership Strategy & Goals (b) Specialist advice on developing a Lease or Management Agreement for running a new hostel (c) Specialist advice on developing a Joint Working Protocol (d) Advice and assistance in developing a budget for the new hostel and setting of rent levels (e) Attendance at the various meetings with other parties.

Locality budget fund

The locality budget fund was used to cover the cost of rewiring one of Stevenage Haven's properties.

Strident fund

The Strident fund was set up to pay for a new database. A transfer was made from unrestricted funds to cover the shortfall arising during the year.

STEVENAGE HAVEN

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

19. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2010	Incoming resources	Outgoing resources	Transfers	Balance at 31 Mar 2011
	£	£	£	£	£
Designated fund	40,000	–	–	–	40,000
General Funds	174,197	561,394	(496,331)	(7,425)	231,835
	<u>214,197</u>	<u>561,394</u>	<u>(496,331)</u>	<u>(7,425)</u>	<u>271,835</u>

The trustees have designated £40,000 for expenditure on future building works.

20. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Investments £	Net current assets £	Total £
Restricted Income Funds:			
Secure and Settled	–	777	777
Rent deposit scheme	799	3,411	4,210
It's Your Move	–	1,500	1,500
	<u>799</u>	<u>5,688</u>	<u>6,487</u>
Unrestricted Income Funds:			
Designated Funds	–	40,000	40,000
General Funds	–	231,217	231,217
	<u>–</u>	<u>271,217</u>	<u>271,217</u>
Total Funds	<u>799</u>	<u>276,905</u>	<u>277,704</u>

STEVENAGE HAVEN
MANAGEMENT INFORMATION
YEAR ENDED 31 MARCH 2011

The following pages do not form part of the statutory financial statements which are the subject of the independent auditor's report on pages 7 to 8.

STEVENAGE HAVEN

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2011

	2011	2010
	£	£
INCOMING RESOURCES		
VOLUNTARY INCOME		
Donations and gifts	6,352	9,420
Gifts in kind	2,400	2,400
	<u>8,752</u>	<u>11,820</u>
ACTIVITIES FOR GENERATING FUNDS		
Other fundraising	1,360	5,381
INVESTMENT INCOME		
Bank interest receivable	1,315	566
INCOMING RESOURCES FROM CHARITABLE ACTIVITIES		
Rent and residents' fees	187,133	175,613
Grants and contracts	352,180	388,121
Management fees receivable	23,646	-
	<u>562,959</u>	<u>563,734</u>
TOTAL INCOMING RESOURCES	<u>574,386</u>	<u>581,501</u>
RESOURCES EXPENDED		
COSTS OF GENERATING VOLUNTARY INCOME		
Wages and salaries	20,659	20,702
Employer's NIC	1,912	1,920
Office costs	958	1,745
	<u>23,529</u>	<u>24,367</u>

STEVENAGE HAVEN

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2011

	2011	2010
	£	£
CHARITABLE ACTIVITIES		
Catering costs	19,265	21,356
Wages and salaries	385,320	390,038
Employer's NIC	31,709	32,260
Rent and rates	5,561	12,209
Light and heat	12,262	12,838
Repairs and maintenance	16,807	18,749
Insurance	4,025	3,733
Office equipment	303	971
Travel costs	4,324	2,259
Bad debts	1,756	(191)
Legal and professional fees	543	12,742
Computer costs	12,884	4,933
Telephone	3,835	3,632
Postage and stationery	2,756	4,336
Depreciation	906	968
Training	9,327	5,319
Recruitment	195	1,376
Activities for residents	2,214	2,942
Housekeeping costs	4,931	3,641
Bank charges	247	307
General expenses	168	6
Subscriptions	1,789	1,695
	<u>521,127</u>	<u>536,119</u>
GOVERNANCE COSTS		
Audit and accountancy fees	4,536	4,137
Costs of trustees' meetings	73	14
	<u>4,609</u>	<u>4,151</u>
TOTAL RESOURCES EXPENDED	<u>549,265</u>	<u>564,637</u>
NET INCOMING RESOURCES FOR THE YEAR	<u>25,121</u>	<u>16,864</u>