

**ONE25 LIMITED**  
**FINANCIAL STATEMENTS**  
**30 APRIL 2017**

**Company Registration Number 3362644**  
**Charity Number 1062391**

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## **Aims and Objectives**

### **Purposes**

One25's purposes, as set out in the objects contained in the company's articles of association, are specifically restricted to the following:

'To promote social inclusion for the public benefit by preventing people, particularly women in the Bristol area who are, may become or have been engaged in the sex industry from becoming socially excluded, relieving the needs of such people who are socially excluded and assisting them to integrate into society.'

### **The aims of One25**

**Vision:** A community where all women are valued and able to live fulfilled lives without the risk of being trapped in sex work.

**Mission:** To reach out to women trapped in or vulnerable to street sex work, supporting them to break free and build new lives free from violence, poverty and addiction.

**Overall aim:** To help women to exit street sex work and maintain their exit, with improved quality of life, choice and control, personal dignity and respect.

### **Additional aims:**

- **Family and Parenting:** To promote healthy family relationships, safeguard the wellbeing of women and children and where possible increase parenting capacity.
  - **Health and Wellbeing:** for women to experience better physical, sexual, mental, emotional and spiritual health and lifestyle
  - **Drug treatment:** To enable women to reduce their intake of illegal substances and /or stop problematic drug/alcohol use
  - **Criminal justice:** To enable women to reduce offending
  - **Life skills:** To enable women to get the most out of life and develop skills for living and independence
  - **Safety:** To enable women to be safe from any kind of violence and abuse
  - **Housing and finance:** To enable women to be safely housed and manage their finances
  - **Awareness:** for more individuals and organisations to become aware of the women's needs and respond sympathetically and with understanding
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### **Ensuring One25's work delivers our aims**

One25 refers to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and planning future activities. In particular, the trustees consider how planned activities will contribute to our aims and objectives. Trustees look ahead and agree the strategic priorities. We seek feedback from all stakeholder groups, which in turn feeds into operational planning days where objectives are set to meet the strategic priorities. Senior members of staff review the business plan and operational plan monthly. Trustees receive update reports from senior members of staff at three monthly board meetings. This enables them to review the success of our key activities and the benefits they have brought to service users.

### **Strategic priorities for 2017-20**

#### **Financial Perspective**

- Review sustainable income strategy
- Build reserves
- Ensure robust financial controls
- Ensure financial decision making processes that allow innovation

#### **Stakeholders' Perspective**

- Ensure service user involvement at every level
- Always use limited resources to provide the best possible outcomes for service users
- Proactive partnership strategy, fundraising strategy and communications strategy

#### **Learning, Growth, Aspirations**

- A process to identify training needs and solutions
- Manage knowledge and learning
- Build a culture of continuous personal / professional development
- Continuously learn, developing new opportunities, being innovative with approaches and forging new partnerships

#### **Internal Perspective**

- Develop an integrated staff and volunteer team
- Effective staff performance management
- Embed key values with staff and volunteers
- Effective monitoring and evaluation

### **How our activities deliver public benefit**

The trustees have given due consideration to Charity Commission published guidance on public benefit.

All of our charitable activities focus on the prevention or relief of poverty, specifically through working with women at risk of, or currently, street sex-working and women in recovery from sex work and addiction. One25 first makes contact with women trapped in street sex work through the night outreach service, through referrals from other agencies or through women who self-refer. Equal access to our services is important to us and we do our best to monitor those accessing the services according to the nine protected characteristics. All of our services are provided free to service users and include support relating to families and parenting, physical, mental and spiritual health, criminal justice, substance misuse, personal safety, housing, finance and life skills.

The impact of our work goes far beyond those we help directly and includes reducing distress to families and friends of our service users, as well as residents living in areas where street sex-working occurs. We influence priorities of commissioners and policy makers and share learning through open mornings and affiliation with national networks including Beyond the Streets, CLINKS and Women's Breakout. We promote best practice through specialist training and placements for trainee police and social workers. We promote the women's voices at local and national level in academic research, statutory consultations and through the media and other communication networks.

Last year 227 women benefitted from One25's services. Of these:

- 168 women were supported with health needs
- 137 women were supported around addiction
- 63 women received support for criminal justice issues
- 54 women took part in skill building and / or recreational activities at One25
- 120 women received support for issues relating to their safety
- 157 women received advice and support around finance and housing

### **Outreach**

There were 1,016 visits to One25's van outreach services from 127 different women (average five women seen per shift). The outreach service continues to provide a safe space where women can access immediate and practical support during the late night hours when they are working on the streets. To increase accessibility we have introduced a Freephone telephone number for outreach, so that women can call us and arrange to meet. This has been very successful with 346 calls in ten months, including calls from women who were too shy to flag the van down and

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wanted to arrange to meet instead. In the last year Bristol Drugs Project have also supported the outreach service by providing harm reduction packs of clean needles and foil.

### **Drop-in**

There were 2,049 visits from 117 different women to One25's drop-in centre at 138a Grosvenor Road (average ten women per session). Drop-in attendance was up 59% from February – May 2017 in comparison with the previous year, and on some days we have seen over 20 women. This has been challenging for the drop-in staff and volunteers.

The drop-in continues to provide a safe space where women can get support for any area of need. One25's drop-in coordinator and support worker assess each woman's need and refer her to appropriate support, including specialist caseworkers and a range of visiting professionals such as a GP, a sexual health nurse and an in-house prescribing service from Bristol Specialist Drug and Alcohol Service.

### **Casework**

We have worked intensively with 172 women (76% of all beneficiaries) compared with 155 women (66%) in the previous year. These women have each received support from one or more of our specialist caseworkers. During the year One25's casework team included these specialist areas of expertise: drug treatment, housing and finance, mental health services, domestic and sexual violence, criminal justice system and complex needs.

Of the 172 women supported through casework:

- 39 women were supported to prevent them entering street sex work
  - 37 women exited street sex work for a period of 6 months or more
  - 63 women maintained their exit from street sex work for a period of 12 months or more
  - In addition, 65 women who had maintained their exit from street sex work in the previous year were not seen returning to street sex work in this period
  - 56 women improved their relationships with their family
  - 86 women increased their motivation to make positive changes in their lives
  - 63 women improved their emotional wellbeing
  - 80 women engaged in more positive relationships with other agencies
  - 59 women made positive steps towards recovery from drug and alcohol addiction
  - 72 women used victim services
  - 139 women have been in stable accommodation
  - 26 women volunteered either at One25 or in the wider community
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We have seen a significant increase in the number of women using One25 who are at risk of street sex work (almost double at 46, compared with 24 in the previous year). This dramatic rise reflects increased social needs in the city as a whole and also our closer partnership work, with more referrals coming from the police, hospitals etc.

### **Financial review**

One25 has had a good year financially. Grant income has grown significantly and is building on the success of previous years. Three large grant awards were secured at the start of the financial year, creating a window of opportunity for us to develop other income streams. This has resulted in a more comprehensive strategy for donor work, as well as production of resources for legacy giving.

Donation income has stayed relatively stable, with some growth in regular donations. Income from fundraising events has decreased owing to reduced resource to run fundraising campaigns.

Our debtors and creditors remain relatively low and our cash position has increased, reflecting the growth in our free reserves.

We recognise that the funding environment remains challenging. Income for commissioned services has decreased, which reflects the increased strain on local authority funding. Despite these external challenges we also recognise the need to continue to invest in our infrastructure (in particular our premises) to support future growth and so, following independent advice relating to property maintenance, we have decided to transfer additional funds into the Designated Infrastructure Support Fund.

### **Investment policy**

One25 seeks to maintain the capital value of its assets, maintain liquidity and produce the best financial return within an acceptable level of risk, whilst acting in accordance with its ethical standards.

As One25's asset base is small, capital volatility cannot be tolerated and therefore all investments shall be held in the form of cash. Cash deposits should be split so that no one institution holds all of the charity's total cash balance. All cash balances should be deposited in institutions regulated by the Financial Conduct Authority and the Prudential Regulation Authority.

One25 needs cash to support its day-to-day operations but also holds cash as a result of building free reserves, which may be used to develop new projects or services. Accordingly, some cash must be held in instant access accounts but some can be invested in longer-term investments. To

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meet day-to-day requirements and allow for uneven cash flow, the equivalent cash value of two typical months' expenditure must be held in instant access accounts. New projects take time to develop so funds may be invested for a fixed term, but no funds must be held in investments that are inaccessible for periods in excess of six months.

The charity manages its own cash deposits. The Finance and Resources Manager monitors the cash position and prospective cash flow and reports this to the Finance subgroup and through them to the Board.

### **Reserves policy**

The trustees have given consideration to appropriate levels of reserves retained for safe financial management and are of the view that One25 should hold between at least three and nine months of running costs as a free reserve.

#### Reasons for reserves

As employers, we have an obligation to maintain sufficient income to pay our staff. One25's income is prone to fluctuation and is dependent on the generosity of the public, the uncertainties of government funding and the availability of grant funding. Healthy reserves are necessary for One25 to respond to need flexibly, to pilot new areas of work and to maintain and repair One25 premises.

#### Reserves levels and actions required

If the reserves level is forecast as at or below three months, the SMT will meet to review service and staffing priorities with a view to cuts. At the same time the Fundraising and Communications Manager will review whether further income can be secured, e.g. through a special appeal. One25 will not develop new services, recruit new staff or make any other organisational changes that will incur significant costs to the organisation unless One25 can maintain a minimum level of four months reserves.

With continued careful management we have been able to grow the level of our reserves to £462,510 which has meant that, despite our significantly increased budget for 2017-18 (as we host the innovative Pause Bristol pilot), we have maintained our reserves at the level of five and a half months expenditure. The organisation has strategic objectives for increased services and so we are still aiming to grow our free reserves from the current level to six months of (planned) expenditure; based on the current budget for 2017-18, this level would equate to reserves of £507,150.



### **Plans for future periods**

One25 plans to continue the activities outlined above in forthcoming years, subject to satisfactory funding arrangements.

Funding from the Local Sustainability Fund has enabled us to deliver an organisational change programme with consultancy support. Areas of review have included:

- Organisational restructure to increase senior management capacity
- New IT package for more efficient systems
- Buildings / office accommodation – workspace design
- Information Management Systems / Supporter development
- Administration process re-engineering
- Career progression, banding, payscales

Most areas have now been completed and in the coming year we will complete the review of career progression, banding and payscales (see staff structure and remuneration for more). This organisational change programme means that One25 is in a more robust and sustainable position to face future changes in an evolving landscape of service user needs, funding opportunities and skills availability.

With One25's client database established we are increasingly able to compare data from year to year. This is enabling us to learn about what is working and what is changing, and our reporting is getting more sophisticated with time. Our monitoring and evaluation framework incorporates all our monitoring tools and systems. Increased levels of funding and a more diverse base mean that we need to collate a wide range of monitoring information. We have updated our data collection system and devised a bespoke outcomes star (adapted from the nationally recognised model) for work with our client group. We will continue to improve this in the coming year.

We plan to increase capacity of specialist support at drop-in, following the 59% increase in attendance in the last quarter of the year under review.

One25 has been chosen to host a brand new Pause pilot in Bristol. Funding has been secured through the Department for Education and matched by Bristol City Council in order to deliver an innovative support programme for women who have had more than one child removed from their care. Pause Bristol focuses on the women's needs, aiming to give them a pause from repeated conception and birth in order to address some of the issues that have led to the removal of their children. These issues might include mental health problems, drug / alcohol abuse and domestic or sexual violence. This approach aims to break the cycle of pregnancy and removal and to increase the chances of women keeping subsequent children, and this initial

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pilot will work with 20 women. It will run between 2017 and 2019 (with five staff) and it is hoped that it will be sustained beyond this period.

We are launching a peer mentoring programme, which aims to help women leave street sex work through the support of other women who have lived experience of the issues that may be affecting them. We are currently advertising for these positions, which will have the added benefit of being hugely rewarding for the peer mentors, who will grow in strength and ability through being able to use their previous experience in supporting others to move on.

We also hope to increase our capacity to assist women who have experienced domestic and sexual violence.

In the coming year One25 will take a lead in setting up a sexual violence conference, supporting and keeping safe women who are victims of sexual violence. This will be modelled on a successful forum already established in Gloucester.

During the year under review we have explored ideas around the continued recovery of women following their exit from street sex work. Following discussion with partners we believe that it would benefit women to have a “move-on” drop in service, which would support their ongoing recovery from drug and alcohol abuse or domestic violence through engagement in group work, employment skills, confidence building etc. Preliminary conversations have begun and we hope to devise a pilot programme of support for these women, if funding can be found.

## **Structure, Management and Governance**

### **Governing document**

One25 is a charitable company limited by guarantee and has charitable status. The charity is governed by its Articles of Association dated 30<sup>th</sup> April 1997, which were amended 15<sup>th</sup> October 2001, 18<sup>th</sup> October 2004, 24<sup>th</sup> October 2005 and 30<sup>th</sup> October 2010.

### **Recruitment and appointment of Trustee Board**

On 30 April 2017 the trustee board consists of eleven trustees. A skills audit of the board is conducted regularly and new trustees are recruited as required. A minority proportion of the trustees have current practical involvement in the work of the charity and others are recruited because of their relevant professional skills. New trustees are sometimes co-opted during the year, but are more usually appointed through election at the autumn AGM. Their period of tenure is for three years, after which they may stand for re-election for two further terms, before being required to stand down for at least one year.

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### **Trustee induction and training**

After completing a trustee application form potential trustees meet initially with the CEO and/or Chair, after which the board discusses and decides on their possible appointment. Trustee induction consists of a further meeting with the Chair, including a tour of the premises and introductions to any staff present, plus an information package including the Articles of Association, annual report and accounts and Charity Commission booklets describing the duties and responsibilities of a trustee. New trustees each receive a mentor for their first year and other induction arrangements, such as visits or shadowing, are made in line with the particular interests of the new trustee. Information on governance training opportunities is circulated periodically to all trustees. A full board self-appraisal was carried out with an external facilitator in April 2016.

### **Staff structure and remuneration**

The team (end of April 2017) consisted of 25 members of staff (three on maternity leave). In June 2017 this was increased by a further five staff, with the launch of Pause Bristol.

Funding from the Local Sustainability Fund enabled One25 to restructure in the year under review. Following our PQASSO assessment (awarded in June 2015) it became apparent that the CEO post was both operational and strategic, a common issue for CEOs in small organisations. As the organisation had grown there was a need to increase the senior management capacity, and so One25 appointed a new Operations Manager. The CEO oversees all of One25's work and now heads a Senior Management Team of five (Operations Manager, Finance and Resources Manager, Services Manager, Fundraising & Communications Manager and Pause Lead) and is released to work strategically, setting up the new Pause Bristol and representing One25 across the city in various relevant forums.

The Operations Manager line manages the Services Manager and Drop-in Coordinator. The Finance and Resources Manager line manages three administrators. The Fundraising and Communications Manager line manages two fundraisers and one new Communications Officer (appointed to increase our influence and profile and supporting the work of fundraising events and applications to funders, locally and nationally). The Services Manager line manages seven frontline workers and the Drop-in Coordinator line manages the Drop-in Support Worker and the Services Assistant. The Pause Bristol Lead line manages three practitioners and one coordinator.

All job roles are assessed against One25's competency matrix by the CEO and their salary is set accordingly. The CEO's remuneration is assessed and reviewed by the Board of Trustees, who also approve any cost of living pay awards. As the organisation has changed and grown we need

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to ensure that our salaries are competitive in order to retain and attract a high quality staff team, and also that our employment terms are consistent and reflect the responsibilities in the new roles we have created. One25 is currently reviewing salaries through considered research into equivalent roles, and also reviewing roles to ensure that what was outlined last year is the way the role is being applied practically. We are also surveying staff to determine what they value from our current package of salary, TOIL, annual leave, pension, flexible working and other benefits. We hope to finish this process in the autumn of 2017.

We will continue to review our new structure to ensure it is the best to deliver our current outcomes and goals for the coming years.

### **Volunteer support**

One25 has an enthusiastic team of around 120 volunteers who assist in all aspects of the work, with the highest number supporting outreach and drop-in activities. The Volunteer Manager has worked hard to continue to develop and strengthen volunteering at One25.

We hold introductory evenings for volunteers three times a year, following which prospective volunteers are invited to complete an application form. We hold three volunteer induction training days for new volunteers.

We offer a rolling training programme, which in the last year included Safeguarding, Housing and Criminal Justice. We ensure that all volunteers are fully supported and supervised.

There are ongoing plans to set up a volunteer area within our website.

### **Risk management**

The senior management team regularly reviews the risks to which the charity is exposed and records these, along with systems and procedures put in place to mitigate them, on a risk register. This risk register is shared with the board. The senior management team highlights what they believe to be the current top ten risks ahead of each trustee meeting. This allows the board to focus their attention on the most relevant and strategic risks, whilst maintaining an overview of all identified risks facing the organisation.

### **Significant Risks**

The trustees have identified that the most significant current risks to the organisation are:

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1. One25's financial sustainability beyond 2017-18. In order to manage this risk the Senior Management Team and Board receive regular financial information, and so can monitor One25s performance in line with budgets and One25's income generation strategy.
2. One25 does not deliver to commitments made to funders and funding is discontinued and/or One25's reputation suffers, affecting future contracting and engagement possibilities. In order to manage this risk One25 holds regular review meetings to ensure that commitments are met and continuous improvements are made, and so good relationships with all funders and partners are maintained.
3. Changes to the board (including a new Chair in November 2017) could limit their effectiveness to change and lead the organisation. In order to manage this risk One25 has a robust induction for all new trustees, and One25's CEO will ensure a three-month handover plan for the current and future chair. The senior management team and board will continuously review skills of board members and board recruitment.

### **Organisational structure**

One25's trustees meet on a quarterly basis, including one trustee away day and an additional away day with the staff and trustees together. These days allow time for fuller discussion of strategic development or other important issues, as the need arises. Most trustees attend at least one of four trustee subgroups relating to Finance, HR, Safeguarding and Impact. Subgroups meet either bimonthly or quarterly. The CEO and other senior staff members submit written reports and attend all board meetings. Decisions are made through voting by trustees only, with due regard to the constitutional requirement for a quorum. Once the board has agreed overall strategic priorities, the business plan and operational decisions are delegated to the CEO. The CEO is held to account through regular reports to the board on progress with the plan and through one-to-one meetings with the Chair, where the CEO's objectives are set and reviewed.

### **Partnership Working**

Working in partnership is essential to the success of our work and we seek active partnerships to deliver contracts. We continue to build our partnership work across the sector and are finding that this is becoming increasingly built into funding structures. For example, Bristol City Council have restructured their approach to grant funding for charities with an increased focus on partnership work. In line with this we are developing a working relationship with ISAVVIE, to ensure that we do not duplicate work and that we are supporting women who may move between the two services in the best way.

One25 continues to maintain relationships with a large number of statutory, commercial and voluntary organisations. We have existing contracts with St Mungo's (Assertive Contact and Engagement Service), Second Step (Golden Key) and Safer Bristol (Street Sex Work Project).

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We continue to input into a number of local strategy groups, such as the Rough Sleeping Partnership Group, which have links with Bristol City Council to tackle homelessness issues and to raise awareness of women's needs.

### **Responsibilities of the trustees**

The trustees (who are also directors of One25 Limited 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, which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements the trustee board should follow best practice and:

- 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 business

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. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Members of the trustee board**

Members of the trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 1.

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ONE25 LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 30 APRIL 2017

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**Independent Examination**

One25 has opted to have an independent examination rather than an audit as permitted under the Charities Act and in line with Charity Commission guidance.

Burton Sweet have been appointed to carry out this work.

This report has been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities (issued in 2015) and in accordance with the special provisions for small companies under the Companies Act 2006.

Approved by the One25 trustees on 24<sup>th</sup> July 2017 and signed on its behalf by:

.....  
P Douglas  
Company Secretary

.....  
M McGinty  
Trustee

Signed by order of the trustees

Registered Office:  
The Grosvenor Centre  
138a Grosvenor Rd  
St Paul's  
Bristol BS2 8YA

I report on the accounts of One25 Limited for the year ended 30 April 2017, which are set out on pages 19 to 30.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
  - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2015)

have not been met, or

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ONE25 LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY

YEAR ENDED 30 APRIL 2017

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- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Neil M Kingston FCA**

Burton Sweet Chartered Accountants

The Clock Tower

Farleigh Court

Old Weston Road

Flax Bourton

Bristol

BS48 1UR

Date: .....

ONE25 LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY

YEAR ENDED 30 APRIL 2017

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### **Status**

One25 Limited (also referred to as 'One25') is a company limited by guarantee Reg. No. 3362644, and has charitable status, Reg. No. 1062391.

### **Principal address and registered office**

The Grosvenor Centre, 138a Grosvenor Road, St. Pauls, Bristol, BS2 8YA.

### **Trustees**

The trustees (who are directors for the purposes of company law) who served during the year and since the year end were as follows:

S Adamasu (Treasurer)  
L Chesham (retired 01/11/2016)  
D Day (Vice Chair)  
R Drake (retired 01/11/2016)  
C Fairhead  
W Goodwin  
P Jinadu (elected 01/11/2016)  
M McGinty (Chair)  
N Plant (retired 01/11/2016)  
S Rixon (elected 01/11/2016)  
E Sumner (elected 01/11/2016)  
S Sykes  
V Thompson  
H Wilde

### **Secretary**

P Douglas

### **Independent Examiner**

Neil M Kingston FCA  
Burton Sweet Chartered Accountants, The Clock Tower, Farleigh Court, Old Weston Road, Flax Bourton, Bristol, BS48 1UR

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ONE25 LIMITED

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY

YEAR ENDED 30 APRIL 2017

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**Bankers**

Unity Trust Bank plc, Nine Brindleyplace, 4 Oozells Square, Birmingham B1 2BR.  
Triodos Bank, Deanery Road, Bristol BS1 5AS.

**Staff Management Team**

Chief Executive Officer:	A Smith
Senior Managers:	C Buckeridge, J Riley, A Sutcliffe, S Whitaker

**ONE25 LIMITED**

**STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)**

**YEAR ENDED 30 APRIL 2017**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
<b>Income from</b>					
Donations	<b>3</b>	198,832	44,637	243,469	222,740
Charitable Activities					
Grants	<b>4</b>	179,325	374,119	553,444	302,872
Income received for commissioned services	<b>5</b>	23,101	134,901	158,002	201,834
Other trading activities					
Fundraising Events		34,856	-	34,856	59,852
Investments					
Bank Interest		750	-	750	808
Other income		6,650	-	6,650	2,737
<b>Total income</b>		<u>443,514</u>	<u>553,657</u>	<u>997,171</u>	<u>790,843</u>
<b>Expenditure on:</b>					
Raising funds		123,593	-	123,593	104,989
Charitable activities	<b>6</b>	119,864	557,936	677,800	522,825
<b>Total expenditure</b>		<u>243,457</u>	<u>557,936</u>	<u>801,393</u>	<u>627,814</u>
<b>Net income/(expenditure)</b>	<b>7</b>	200,057	(4,279)	195,778	163,029
<b>Transfers between funds</b>	<b>13</b>	32,069	(32,069)	-	-
<b>Net Movement In Funds</b>		<u>232,126</u>	<u>(36,348)</u>	<u>195,778</u>	<u>163,029</u>
<b>Total funds at 1 May</b>		457,131	316,305	773,436	610,407
<b>Total funds at 30 April</b>		<u>689,257</u>	<u>279,957</u>	<u>969,214</u>	<u>773,436</u>

Fund comparatives are shown in Note 2

The Charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing

**ONE25 LIMITED**

**BALANCE SHEET**

**AS AT 30 APRIL 2017**

**COMPANY NO. 3362644**

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	<b>Note</b>	<b>2017</b> <b>£</b>	<b>2016</b> <b>£</b>
<b>Fixed assets</b>			
Tangible assets	<b>10</b>	446,746	417,354
<b>Current assets</b>			
Stock		-	365
Debtors	<b>11</b>	31,461	42,700
Cash at bank		<u>558,284</u>	<u>345,069</u>
		589,745	388,134
<b>Creditors: amounts falling due within one year</b>	<b>12</b>	67,277	32,052
<b>Net current assets</b>		522,468	356,082
<b>Net assets</b>		<u><u>969,214</u></u>	<u><u>773,436</u></u>
<b>Funds</b>			
<b>Unrestricted funds</b>	<b>13</b>	689,257	457,131
<b>Restricted funds</b>		279,957	316,305
		<u><u>969,214</u></u>	<u><u>773,436</u></u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the Trustees on ..... and are signed on their behalf by:

S Adamasu  
Trustee

**The notes on pages 20 to 28 form part of these financial statements**

**ONE25 LIMITED****CASHFLOW STATEMENT****AS AT 30 APRIL 2017**


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<b>STATEMENT OF CASHFLOWS</b>	<b>2017</b>	2016
	<b>£</b>	£
Cash flows from operating activities:	245,884	140,259
Cash flows from investing activities:		
Dividends, interest and rents from investments	750	537
Proceeds from the sale of property, plant and equipment		
Purchase of property, plant and equipment	(33,419)	(42,096)
Proceeds from sale of investments	-	
Purchase of investments	-	
Net cash provided by (used in) investing activities	<u>(32,669)</u>	<u>(41,559)</u>
Change in cash and cash equivalents in the reporting period	213,215	98,700
Cash and cash equivalents at the beginning of the reporting period	345,069	246,369
Cash and cash equivalents at the end of the reporting period	558,284	345,069

**NOTES TO THE CASHFLOW STATEMENT**

<b>Reconciliation of net income/(expenditure) to net cash flow from opera</b>	<b>2017</b>	2016
	<b>£</b>	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	195,778	163,029
Adjustments for:		
Depreciation charges	4,027	5,252
(Gains)/losses on investments	-	-
Dividends, interest and rents from investments	(750)	(537)
Loss/(profit) on the sale of fixed assets		2,015
(Increase)/decrease in stocks	365	364
(Increase)/decrease in debtors	11,239	(9,747)
Increase/(decrease) in creditors	<u>35,225</u>	<u>(20,117)</u>
Net cash provided by (used in) operating activities	245,884	140,259
 <b>Analysis of cash and cash equivalents</b>	 <b>2017</b>	 2016
	<b>£</b>	£
Cash in hand	558,284	345,069

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 APRIL 2017

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**1 Accounting policies**

- a) The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard 102 and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s). The accounts have been prepared on the going concern basis, and there are no material uncertainties affecting the charity's ability to continue as such.
- b) The charity is a public benefit entity.
- c) Income from donations is included in income when it is receivable, except as follows:
  - I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;
  - II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.
- d) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Grants received in the accounting period in respect of future accounting periods are deferred until those periods. All material grants are disclosed in accordance with the Statement of Recommended Practice.
- e) Expenditure is recognised in the period in which it is incurred. It includes attributable VAT which cannot be recovered.
- f) Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party bearing the cost. No amounts are included in the financial statements for services donated by volunteers.
- g) Costs of generating funds includes all expenditure incurred by the charity to raise funds for its charitable purposes, i.e. attracting grants and donations, fundraising activities and events.
- h) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- i) Support cost are allocated to activity on the basis of time spent by staff and volunteers on each project or for premises costs space occupied.
- j) Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 APRIL 2017

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**1 Accounting policies (continued)**

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

Equipment	25% per annum reducing balance
Furniture and fittings	25% per annum reducing balance
Motor vehicles	25% per annum reducing balance

No depreciation is provided on freehold property as the trustees are of the opinion that the property is maintained to a sufficiently high standard that no diminution in the value has taken place.

Fixed assets under £1,000 are written off in the year of acquisition.

- l) Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value. Items donated for resale or distribution are not included in the financial statements until they are sold or distributed.
- m) The charity has arranged a defined contribution scheme for its staff. Pension costs charged in the SOFA represent the contributions payable by the charity in the period.
- n) Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the profit and loss account on a straight line basis.
- o) Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.
- p) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the Trustees.
- q) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds raised for particular restricted purposes. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.



**ONE25 LIMITED****NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 30 APRIL 2017**

2 The comparative figures for the Statement of Financial Activities for the year ended 30th April 2016 are shown below.

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2016 £</b>
<b><i>Income from</i></b>			
Donations	165,660	57,080	222,740
Charitable Activities			
Grants	179,550	123,322	302,872
Income received for commissioned services	28,183	173,651	201,834
Other trading activities			
Fundraising Events	59,852	-	59,852
Investments			
Bank Interest	808	-	808
Other income	2,737	-	2,737
<b>Total income</b>	<b>436,790</b>	<b>354,053</b>	<b>790,843</b>
<b>Expenditure on:</b>			
Raising funds	104,989	-	104,989
Charitable activities	216,914	305,911	522,825
<b>Total expenditure</b>	<b>321,903</b>	<b>305,911</b>	<b>627,814</b>
<b>Net income</b>	<b>114,887</b>	<b>48,142</b>	<b>163,029</b>
<b>Transfers between funds</b>	<b>42,096</b>	<b>(42,096)</b>	<b>-</b>
<b>Net Movement In Funds</b>	<b>156,983</b>	<b>6,046</b>	<b>163,029</b>
<b>Total funds at 1 May</b>	<b>300,148</b>	<b>310,259</b>	<b>610,407</b>
<b>Total funds at 30 April</b>	<b>457,131</b>	<b>316,305</b>	<b>773,436</b>

**ONE25 LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 APRIL 2017**

**3 Donations**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2017</b>	Total Funds 2016
	£	£	£	£
Regular donations	78,864	180	79,044	42,580
Other donations	113,468	44,457	157,925	173,660
Donated Goods	6,500	-	6,500	6,500
	<u>198,832</u>	<u>44,637</u>	<u>243,469</u>	<u>222,740</u>

Unrestricted donations include £618 donated by One25 Trustees and / or related parties (2016 £1,950).

**4 Grants from trusts and foundations**

	<b>Outreach</b>	<b>Drop In</b>	<b>Casework Support</b>	<b>Other Purposes</b>	<b>Total 2017</b>	Total 2016
	£	£	£	£	£	£
Big Lottery Fund			140,119		140,119	15,938
Charles Hayward Foundation	15,000				15,000	-
Comic Relief		40,000			40,000	40,000
Esmee Fairbairn Foundation				26,250	26,250	26,250
Henry Smith Charity				30,000	30,000	30,000
James Tudor Foundation	5,000				5,000	-
J Leon Philanthropy Council				10,000	10,000	-
Lloyds Bank Foundation for England and Wales				25,000	25,000	25,000
Maurice and Hilda Laing Charitable Trust		5,000			5,000	-
Oak Foundation				100,000	100,000	100,000
Souter Charitable Trust				5,000	5,000	5,000
Spielman Charitable Trust				5,000	5,000	5,000
St Thomas Ecclesiastical Charity		5,000			5,000	5,000
Department for Culture, Media & Sport (DCMS)				65,000	65,000	-
The Cabinet Office				62,500	62,500	-
Other	4,000			10,575	14,575	50,684
	<u>24,000</u>	<u>50,000</u>	<u>140,119</u>	<u>339,325</u>	<u>553,444</u>	<u>302,872</u>

ONE25 LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 APRIL 2017

5 Commissioned Services

	Unrestricted Funds	Restricted Funds	Total Funds 2017	Total Funds 2016
	£	£	£	£
Support for Women to access Mental Health Services		42,000	42,000	59,500
Support for Women in High Support Hostels	23,101		23,101	26,000
Support for Women to Recover from Addiction		38,000	38,000	38,184
Support for Women with Complex Support Needs		29,901	29,901	35,967
Outreach Support for Women Street Sex Working		25,000	25,000	-
Support for Women suffering form Domestic or Sexual Violence				40,000
Support for Women in the Criminal Justice System				2,183
	23,101	134,901	158,002	201,834

6 Charitable activities

	Wages and Salaries	Direct Costs	Support Costs	Total 2017	Total 2016
	£	£	£	£	£
Casework Support	198,952	36,974	62,343	298,269	276,135
Drop-In Centre	77,029	91,427	45,271	213,727	151,612
Outreach Service	30,226	22,872	31,031	84,129	91,886
Sustainability Project	25,771	47,565	-	73,336	-
Pause Bristol	-	8,339	-	8,339	-
Night Drop-In	-	-	-	-	3,192
	331,978	207,177	138,645	677,800	522,825

Support costs	Salaries	Other Support Costs	Total 2017	Total 2016
	£	£	£	£
Casework Support	46,695	15,648	62,343	59,478
Drop-In Centre	33,921	11,350	45,271	39,965
Outreach Service	23,536	7,495	31,031	35,582
	104,152	34,493	138,645	135,025

7 Net income

This is stated after charging:	2017	2016
	£	£
Depreciation	4,027	5,252
Examiners' remuneration	2,000	1,020

# ONE25 LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 APRIL 2017

<b>8 Staff costs and numbers</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
The aggregate payroll costs were:		
Wages and salaries	484,100	432,821
Redundancy Payment	3,513	-
Social security costs	43,444	38,935
Pension contributions	12,761	7,035
	<u>543,818</u>	<u>478,791</u>

The key management personnel comprises the Senior Management Team which is made up of the following positions within the organisation:

Chief Executive Officer  
Finance & Resources Manager  
Fundraising & Communications Manager  
Operations Manager

Prior to a restructure in July 2016 this Senior Management Team was made up of the Chief Executive Office, Communications Manager, Finance & Resources Manager, Fundraising Manager and Services Manager).

The total remuneration, benefits and pensions paid to the SMT in the year was:	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
	161,073	138,151

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

	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>
	<b>No.</b>	<b>No.</b>	<b>No. FTE's</b>	<b>No. FTEs</b>
Management and administrative staff	5	4	3.5	2.5
Caseworkers	9	8	6.7	6.6
Fundraising	4	4	3.2	3.2
Communications	1	1	0.8	0.6
Drop-in	3	2	2.9	2.9
Outreach	1	1	0.9	1.1
	<u>23</u>	<u>20</u>	<u>18</u>	<u>17</u>

The staff team is augmented by 120 volunteers.

None of the trustees have received remuneration or other benefits.

In 2017 1 Trustee claimed expenses of £10 (2016: 1 Trustee claimed expenses of £10)

## 9 Taxation

The charity is exempt from corporation tax on its charitable activities.

ONE25 LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 APRIL 2017

10 Tangible fixed assets

	Freehold Property £	Equipment £	Furniture and Fittings £	Motor Vehicles £	Total £
<b>Cost</b>					
At 1 May 2016	402,596	-	1,645	19,500	423,741
Additions	32,069	1,350	-	-	33,419
Disposals	-	-	-	-	-
At 30 April 2017	434,665	1,350	1,645	19,500	457,160
<b>Depreciation</b>					
At 1 May 2016	-	-	1,512	4,875	6,387
Charge for the year	-	338	33	3,656	4,027
Disposals	-	-	-	-	-
At 30 April 2017	-	338	1,545	8,531	10,414
<b>Net book value</b>					
At 30 April 2017	434,665	1,012	100	10,969	446,746
At 30 April 2016	402,596	-	133	14,625	417,354

11 Debtors

	2017 £	2016 £
Prepayments	3,644	3,948
Grants Receivable	27,667	38,502
Other debtors	150	250
	31,461	42,700

12 Creditors: amounts falling due within one year

	2017 £	2016 £
Other creditors	10,098	7,815
Pension contributions payable	5,414	-
Accruals	14,200	1,020
Taxation and social security	10,065	6,967
Deferred income	27,500	16,250
	67,277	32,052

**ONE25 LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 30 APRIL 2017**

<b>13 Movement in funds</b>	<b>At 1st May 2016</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>At 30th April 2017</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Restricted Funds</b>					
Casework activities	-	109,901	109,901	-	-
Big Lottery Fund Grant	-	140,119	140,119	-	-
Client development	2,201	-	1,405	-	796
Drop-in centre	-	50,100	50,100	-	-
Night Outreach service	-	49,180	49,180	-	-
Long Term Sustainability	-	62,500	62,500	-	-
Core Costs	-	90,000	90,000	-	-
140 Building Fund	280,000	-	-	-	280,000
Drop-in centre Improvements	-	44,357	46,392	2,035	-
Link Bridge Fund	34,104	-	-	(34,104)	-
Pause	-	7,500	8,339	-	(839)
	<u>316,305</u>	<u>553,657</u>	<u>557,936</u>	<u>(32,069)</u>	<u>279,957</u>
<b>Unrestricted funds</b>					
Fixed Asset Fund	137,354	-	-	29,392	166,746
Infrastructure Support Fund	30,000	-	10,836	40,836	60,000
Free Reserves	289,777	443,514	232,621	(38,159)	462,511
Total Unrestricted Funds	<u>457,131</u>	<u>443,514</u>	<u>243,457</u>	<u>32,069</u>	<u>689,257</u>
<b>Total funds</b>	<u><u>773,436</u></u>	<u><u>997,171</u></u>	<u><u>801,393</u></u>	<u><u>-</u></u>	<u><u>969,214</u></u>

Casework Activities - One25's specialist caseworkers provide individual support to help women make positive changes; they meet women at times and places that suit them and help them identify and make the changes that they want e.g. finding a safe place to live or getting drug treatment for their addiction.

The Big Lottery Grant part funds One25's casework team.

Client Development - funds donated by DH Gibbons to support service-users personal development .

The Drop-in Centre, open 4 afternoons a week, is a safe, homely place where service users can access practical and emotional support. The income of this fund includes £40,000 from Comic Relief.

Night outreach - is a van that goes out 5 nights a week and is often where women first meet and engage with One25.

Long Term Sustainability - this funding from the Cabinet Office is for One25 to review its infrastructure and central processes to ensure the organisations service delivery is well supported as services continue to develop and grow in size and complexity.

The Core Costs fund is restricted funding from Lloyds Bank Foundation for England and Wales & the Department for Culture, Media & Sport for central costs.

## ONE25 LIMITED

### NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 APRIL 2017

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#### 13 Movement in funds (continued)

140 Building Fund - these funds were donated to enable One25 to purchase and adapt 140 Grosvenor Road. The building cost £280,000; because of the restrictions attached to the donation it is held as a restricted asset.

Link Bridge Fund - these funds were donated to build a link between 138A and 140 Grosvenor Road.

Pause Bristol - this is an 18-month pilot programme that will work with 20 women using an innovative and proven model of care, which supports women to break the devastating cycle of having their children removed. The activity in this year was an initial scoping exercise the pilot proper starts in June 2017 when further funding will be received.

Fixed Asset Fund - represents the value of One25s assets. The transfer of £29,392 between general funds and fixed asset fund represents the cost of assets purchased adjusted for assets disposed of and the depreciation charge for the year.

Infrastructure Support Fund - The charity is currently undertaking a review of its long term sustainability and consequently the trustees have decided to set up a designated fund for property and infrastructure development and maintenance.

#### 14 Analysis of net assets between funds

	Tangible Fixed assets £	Other Net assets £	Total £
<b>Restricted funds</b>	280,000	(43)	279,957
	<u>280,000</u>	<u>(43)</u>	<u>279,957</u>
<b>Unrestricted funds</b>			
Fixed Asset Fund	166,746	-	166,746
Infrastructure Support Fund	-	60,000	60,000
Free Reserves	-	462,511	462,511
	<u>166,746</u>	<u>522,511</u>	<u>689,257</u>
	<u>446,746</u>	<u>522,468</u>	<u>969,214</u>

#### 15 Company limited by guarantee

The charity is a company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.

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## **ONE25 LIMITED**

### **ACKNOWLEDGEMENTS**

**YEAR ENDED 30 APRIL 2013**

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Thanks to the following funders who have made a huge difference to the lives of vulnerable women and children in the last year:

Ambassadors Fund, Big Lottery Fund, Bramble Charitable Trust, Bristol City Council, Bristol Masonic Benevolent Trust, Burges Salmon Charitable Trust, Capstone Foster Care, Charles Hayward Foundation, Comic Relief, Companions of Jesus The Good Shepherd, Dame Violet Wills Charitable Trust, Eleanor Hamilton Educational Trust, Enid Slater Charitable Trust, Gibbs Charitable Trust, Greyfriars Trust, Henry Smith Charity, J Leon Philanthropy Council, James Tudor Foundation, Joan Hawkins Grassroots Fund, Joan Marsland Charitable Trust, John James Bristol Foundation, Josten Brooks Trust, Kinsey Charitable Foundation, Lloyds Bank Foundation for England and Wales, Mabel Cooper Charitable Trust, Maurice and Hilda Laing Charitable Trust, Oak Foundation, Odin Charitable Trust, Quartet Community Foundation, Second Step Housing Association Limited, Souter Charitable Trust, Spielman Charitable Trust, St Mungo's, St Pauls Vestry Trust, St Thomas Ecclesiastical Charity, StreetSmart, The Cabinet Office, The Dame Violet Wills Will Trust, The Esmee Fairbairn Foundation, The G F Eyre Charitable Trust

With heartfelt thanks also to all the businesses, social groups, churches and individuals who have so generously supported One25's work this year.