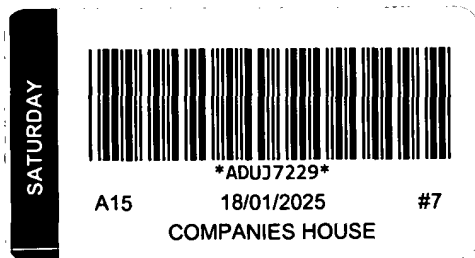


Charity Registration No. 1011337

Company Registration No. 02634724 (England and Wales)

**HARROGATE HOMELESS PROJECT LIMITED**  
**DIRECTORS' REPORT AND AUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**



# HARROGATE HOMELESS PROJECT LIMITED

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### FOR THE YEAR ENDED 31 AUGUST 2024

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# HARROGATE HOMELESS PROJECT LIMITED

## LEGAL AND ADMINISTRATIVE INFORMATION

### FOR THE YEAR ENDED 31 AUGUST 2024

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Directors	J.D. Thomas N. Atkinson-Maury N. Cull C. Challenor-Chadwick S.G. Day J.R. Dening L. Evans G. Heseltine D.L. Stott (Appointed 27 September 2024) K. Tyrell (Appointed 16 September 2024)	(Chair) (Deputy Chair) (Treasurer)
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Charity number 1011337

Company number 02634724

Registered office Wesley House  
Oxford Street  
Harrogate  
England  
HG1 1PP

Auditors TC Group  
6 Queen Street  
Leeds  
LS1 2TW

Bankers Virgin Money Ltd  
James Street  
Harrogate  
HG1 1QU

# HARROGATE HOMELESS PROJECT LIMITED

## DIRECTORS' REPORT

### FOR THE YEAR ENDED 31 AUGUST 2024

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#### Introduction

Harrogate Homeless Project Limited ("HHP" or the "Project") is a registered charity No. 1011337 and is a registered company No. 02634724 limited by guarantee and not having share capital. The objectives of the company are set out in the Memorandum and Articles of Association as follows:-

- to relieve the need of homeless persons and those at risk of homelessness within the administrative area known as York and North Yorkshire by provision of temporary accommodation, advice, and counselling.

The directors present their report and accounts for the year ended 31 August 2024. The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and Statement of Recommended Practice, "Accounting and Reporting by Charities" in accordance with the Financial Reporting Standard FRS 102 (effective January 2019).

Constitutional matters are detailed in its Memorandum and Articles of Association and HHP is managed by the Council of Management (the "trustees"). Those who served as directors in the period up to the date of signing these accounts: -

J.D. Thomas (Chair)  
N. Atkinson-Maury (Deputy Chair)  
N. Cull (Treasurer)  
C. Challenor-Chadwick  
S.G. Day  
J.R. Denning  
L. Evans  
G. Heseltine  
D.L. Stott (Appointed 27 September 2024)  
K. Tyrell (Appointed 16 September 2024)  
M.J. Farrar (Resigned 2 May 2024)  
R. Cooper (Resigned 2 May 2024)

The Trustees confirm that they have complied with the Charity Commission's general guidance on public benefit when reviewing the charity's aim and objectives and in planning future activities. We have considered how planned activities will contribute to the aims and objectives that have been set.

The Chief Executive Officer is responsible for the management of HHP. The staff work to develop and improve working relationships with other agencies and relevant organisations in the Harrogate District. We work closely with Harrogate Borough Council and other organisations to achieve solutions for individual clients to maximise their chances of moving permanently away from homelessness. HHP employed 21 staff (part time and full time) as at 31st August 2024. They are supported by dedicated and trained volunteers.

# HARROGATE HOMELESS PROJECT LIMITED

## DIRECTORS' REPORT (continued)

### FOR THE YEAR ENDED 31 AUGUST 2024

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#### Objectives

HHP's mission is to relieve the need of homeless persons and those at risk of homelessness within the administrative area known as York and North Yorkshire by provision of temporary accommodation, advice, and counselling.

Our vision is that nobody in our area must sleep rough, and people experiencing homelessness will have all the necessary support they need to build confidence and move towards independent living.

HHP was established in 1991 to help individuals who are vulnerably housed, or sleeping rough, recognising that rough sleeping is damaging to individuals and to society. The longer someone remains on the streets the greater the risk of being vulnerable to crime, substance misuse, physical and mental illness and of dying prematurely.

The Charity works with those experiencing homelessness to offer emergency accommodation, find longer term sustainable accommodation and work towards establishing everyday living and employment. We work with those at risk of homelessness to enable people to keep a tenancy, manage their health and maintain relationships with family and friends.

HHP is committed to providing a multi-agency response to help our clients to receive the support they need, so that there is a clear pathway to employment and sustainable living.

#### Activities

The activities of the charity are the provision of accommodation to relieve homelessness, and access to support and services to help our clients build more sustainable lives.

Our accommodation is varied from short term emergency accommodation to properties that help prepare clients for independent living. The accommodation provided is listed below :-

- HHP operates a sixteen bed hostel in Bower Street, rented from North Yorkshire Council ("NYC") for a peppercorn rent. 8 beds are fully dedicated to emergency accommodation.
- In Bower Street, Harrogate, HHP leases and operates eight follow-on flats in a property owned by NYC.
- In Sykes Grove, Harrogate, HHP owns and operates a four bedroomed move -on house.
- In Strawberry Dale, Harrogate HHP owns and operates a five bedroomed move-on house.
- Since 2012 HHP has operated the area's emergency accommodation for up to five people, under the No Second Night Out (NSNO) initiative partnering with North Yorkshire council ("NYC").

Demand for accommodation has continued from the spike we saw post-pandemic with our properties being nearly 100% occupied most of the time. We do not see any reason why demand will fall in the short to medium term.

Access to support and services is centred around our Springboard Day Centre. Springboard is a critical part of HHP's operations, providing amongst other things, medical attention including a GP service, counselling, laundry facilities, showers, food and access to other agencies. The centre and our own support staff provide a conduit to many other public and third sector organisations to ensure that we give our clients a bespoke pathway to sustainable living.

## **HARROGATE HOMELESS PROJECT LIMITED**

### **DIRECTORS' REPORT (continued)**

#### **FOR THE YEAR ENDED 31 AUGUST 2024**

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##### **Achievements and performance**

The year to 31 August 2024 has been both a transitional year and a year of high impact. We welcomed a new Chief Executive in Richard Cooper, taking over from Francis McAllister on his retirement.

Over the last few years, we have seen demand for our services increase significantly. Francis and his team delivered nearly a doubling in accommodation provision, and a significant increase in the depth and breadth of the services provided through Springboard. We wish him well in his retirement and I would take the opportunity to put on record our thanks and appreciation for all his efforts.

HHP will shortly produce its annual impact report showing the difference it makes to clients through stories and data. For the financial year to 31 August 2024, we provided twelve thousand two hundred sixty-four nights of accommodation up from nearly ten thousand seven hundred fifty in the previous financial year, being an increase of over 14%. We are currently providing over 450 meals per month in our Springboard food service and are averaging over seven clients per month moving into their own independent accommodation.

HHP is extremely grateful to all those individuals, companies and grant giving trusts without whom we would have been unable to function effectively. Financial support and practical support have been generous and heart-warming. The support from Liz and Terry Bramall foundation and the Lloyds Bank Foundation amongst many others has been both generous and pragmatic. We cannot thank them enough.

We would also like to thank North Yorkshire County Council for their practical and operational partnership, and their financial support. This partnership, with its shared objectives and values, is helping to secure much enhanced client outcomes. We recognise that local authorities are having to make difficult spending choices, and we are therefore especially grateful for the support being provided. This year we continued to receive funding in support of our accommodation from the Department for Housing, Levelling Up and Communities (now the Ministry of Housing, Communities and Local Government) for which we are also extremely grateful.

The people of Harrogate, Knaresborough and Ripon have continued to be generous with both their time and their donations. It is heart-warming in the current economic conditions, that many private individuals go that extra mile in support of others. We are especially grateful to our band of volunteers who give their time and compassion generously.

We would also like to put on record our thanks for everything that our staff have contributed. Their skills and dedication make a meaningful difference to people's lives, and they should be very proud of their achievements.

##### **Financial Review**

At the 31st August 2024 there was an operating surplus of £190,250. The main items making up the surplus are grants supporting the purchase of the Strawberry Dale property and supporting certain items of expenditure. There was also a c£50K increase in Housing Benefit being both higher occupancy, and higher rates reflecting the increasing costs.

As we indicated in last year's annual report and accounts the cost base would see a large increase as we recruited to fill vacancies, and the impact of a more inflationary environment. The cost base was artificially lower than the norm in 22/23, and in 23/4 the run rate is back to where we had expected. Most of the charity's costs relate to staffing, and as a responsible employer we wish to provide sustainable jobs for our employees. In practice this means that, except in rare circumstances, our employees are permanent rather than on fixed term contracts. We believe this to be important for staff engagement and team stability. We also recognise that this approach gives us a less flexible cost base.

## HARROGATE HOMELESS PROJECT LIMITED

### DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 AUGUST 2024

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As at 31st August 2024, cash and bank balances totalled £561,981. These balances are likely to reduce through the year as we consider further accommodation and service enhancements. HHP also owns two unencumbered properties with a net book value of £546,712. The total charity funds were £992,318.

The directors confirm that in their view, the assets of the company are adequate to fulfil its current obligations.

#### The Future

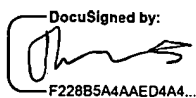
The efforts that have been made to ensure that the charity is robust and sustainable have meant that HHP has been able to respond positively and quickly to the economic environment, and its impact on the most vulnerable in our society. For the next year, key areas to improve impact are to add a move-on property to increase the accommodation capacity, and to widen our service offering in support of the positive pathways taken by our clients.

As we welcome Richard Cooper as our new Chief Executive, and we come to the final year of our three-year strategy, it is also a time to assess what we have achieved and the many challenges that remain. Staff, Clients and trustees are all inputting into the next strategic phase of the organisation, as we look to meet the challenge of eradicating homelessness.

#### Reserves Policy

The reserves policy is based on two months' expected expenditure, which is considered appropriate because of the predictability of a significant portion of our income. The policy in place for the year 23/24 was a minimum reserve of £141,000.

On behalf of the board of directors

DocuSigned by:  
  
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**J D Thomas**  
**Chair and Director**

Date: 09 January 2025

## INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HARROGATE HOMELESS PROJECT LIMITED

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### Opinion

We have audited the financial statements of Harrogate Homeless Project Limited (the 'company') for the year ended 31 August 2024 which comprise the statement of financial activities, the balance sheet 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 FRS 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 company's affairs as at 31 August 2024 and of its profit 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 the Charities Act 2011.

### Basis for opinion

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

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the director'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 company'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 directors with respect to going concern are described in the relevant sections of this report.

### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The directors 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.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
HARROGATE HOMELESS PROJECT LIMITED  
(Continued)**

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**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 Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' 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 Company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' 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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors 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 Directors' Report and from the requirement to prepare a Strategic Report.

**Responsibilities of directors**

As explained more fully in the Statement of Directors' Responsibilities set out on page 11, the directors 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 directors 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 directors are responsible for assessing the 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 directors either intend to liquidate the Company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

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

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.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
HARROGATE HOMELESS PROJECT LIMITED  
(Continued)**

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

The objectives of our audit, in respect of fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, and through discussion with the directors and other management (as required by auditing standards), and discussed with the directors and other management the policies and procedures regarding compliance with laws and regulations;
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102 and the Companies Act 2006), and relevant tax compliance regulations in the UK;
- We considered the nature of the industry, the control environment and business performance, including key drivers for management's remuneration;
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes.

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from material fraud or error.

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. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect all non-compliance with laws and regulations.

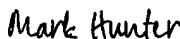
A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF  
HARROGATE HOMELESS PROJECT LIMITED  
(Continued)**

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**Our report**

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.

Signed by:  
  
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Mark Hunter FCA (Senior Statutory Auditor)  
For and on behalf of TC Group  
Statutory Auditor

6 Queen Street  
Leeds  
West Yorkshire  
LS1 2TW

Date: 15/1/2025

## HARROGATE HOMELESS PROJECT LIMITED

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2024

	Notes	General funds £	Designated funds £	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
<b>Income</b>							
Donations and legacies	2	133,477	10,000	143,477	-	143,477	222,888
Other trading activities		-	-	-	-	-	-
Income from investments	3	6,441	-	6,441	-	6,441	2,479
		139,918	10,000	149,918	-	149,918	225,367
Income from Charitable activities	4	544,513	-	544,513	358,323	902,836	800,037
Other income		-	-	0	-	0	1,391
<b>Total income</b>		<b>684,431</b>	<b>10,000</b>	<b>694,431</b>	<b>358,323</b>	<b>1,052,724</b>	<b>1,026,795</b>
<b>Expenditure</b>							
Expenditure on Raising funds		5,721	-	5,721	28	5,749	11,980
Expenditure on Charitable activities	5	597,636	-	597,636	259,121	856,757	715,624
Other expenditure		-	-	-	-	-	-
<b>Total expenditure</b>		<b>603,357</b>	<b>-</b>	<b>603,357</b>	<b>259,149</b>	<b>862,505</b>	<b>727,604</b>
<b>Net income/(expenditure) before transfers</b>		<b>81,074</b>	<b>10,000</b>	<b>91,074</b>	<b>99,175</b>	<b>190,249</b>	<b>299,191</b>
Transfer between funds		(122,145)	-	(122,145)	122,145	-	-
<b>Net income/(expenditure) for the year / Net movement in funds</b>		<b>(41,071)</b>	<b>10,000</b>	<b>(31,071)</b>	<b>221,320</b>	<b>190,249</b>	<b>299,191</b>
Fund balances at 1 September 2023		419,832	242,327	662,159	139,910	802,069	502,878
<b>Fund balances at 31 August 2024</b>		<b>378,761</b>	<b>252,327</b>	<b>631,088</b>	<b>361,230</b>	<b>992,318</b>	<b>802,069</b>
<b>Represented by:</b>							
Tangible fixed assets		180,801	-	180,801	365,911	546,712	524,810
Other funds		197,904	252,327	450,329	(4,682)	445,606	277,259
		<b>378,705</b>	<b>252,327</b>	<b>631,088</b>	<b>361,230</b>	<b>992,318</b>	<b>802,069</b>

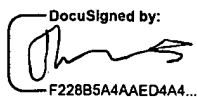
The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**HARROGATE HOMELESS PROJECT LIMITED****BALANCE SHEET****AS AT 31 AUGUST 2024**

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	10	546,712		524,810	
Investments		-		-	
<b>Total fixed assets</b>			<b>546,712</b>		<b>524,810</b>
<b>Current assets</b>					
Debtors	11	64,936		115,316	
Cash at bank and in hand		561,981		268,384	
<b>Total current assets</b>		<b>626,917</b>		<b>383,700</b>	
<b>Liabilities</b>					
Creditors: amounts falling due within one year	12	(181,312)		(106,441)	
<b>Net current assets</b>			<b>445,606</b>		<b>277,259</b>
<b>Net assets</b>			<b>992,318</b>		<b>802,069</b>
<b>The funds of the charity:</b>					
Unrestricted income funds			627,690		662,159
Restricted income funds	14		364,628		139,910
<b>Total charity funds</b>			<b>992,318</b>		<b>802,069</b>

The Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The accounts were approved by the Board on 15/1/2025

DocuSigned by:  
  
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**J D Thomas**  
 Director  
 Company Registration No. 02634724

**HARROGATE HOMELESS PROJECT LIMITED****STATEMENT OF CASH FLOWS****FOR THE YEAR ENDED 31 AUGUST 2024**

	Note	2024 £	2023 £
<b>Cash used in operating activities</b>	18	<u>323,406</u>	<u>345,857</u>
<b>Cash flows from investing activities</b>			
Interest income		6,441	2,479
Purchase of tangible fixed assets		(36,251)	(324,918)
<b>Cash provided by (used in) investing activities</b>		<u>(29,810)</u>	<u>(322,439)</u>
Increase (decrease) in cash and cash equivalents in the year		<u>293,597</u>	<u>23,418</u>
Cash and cash equivalents at the beginning of the year		268,384	244,966
<b>Total cash and cash equivalents at the end of the year</b>		<u>561,981</u>	<u>268,384</u>

# HARROGATE HOMELESS PROJECT LIMITED

## NOTES TO THE ACCOUNTS

### FOR THE YEAR ENDED 31 AUGUST 2024

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#### 1 Accounting policies

##### 1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities" in accordance with the Financial Reporting Standard FRS 102 (effective 1 January 2019) and the Companies Act 2006.

##### 1.2 Going concern

The Directors have prepared a cash flow forecast covering a period of at least 12 months from the date of approval of these financial statements. The cash flow forecast shows that the company should be able to pay its debts as they fall due and accordingly the Directors have prepared the financial statements on a going concern basis.

##### 1.3 Income

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity, however it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

##### 1.4 Expenditure

All expenditure is accounted for on the accruals basis.

Costs relating directly to the objectives of the company and governance costs incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements are treated as direct charitable expenditure.

##### 1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land	Nil
Freehold property	2% Straight-line
Fixtures, fittings & equipment	25% Reducing balance

Any fixed asset purchased with the help of a grant is depreciated on the gross value of the asset. Depreciation is then charged to the appropriate fund. Assets costing under £100 are not capitalised.

## **HARROGATE HOMELESS PROJECT LIMITED**

### **NOTES TO THE ACCOUNTS (CONTINUED)**

#### **FOR THE YEAR ENDED 31 AUGUST 2024**

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**1.6 Property repairs**

Repairs and improvements to the short-term leasehold property are written off to the statement of financial activities when incurred.

**1.7 Taxation**

Due to the charitable status of the company no tax is payable on the charity's income for the year. It is also exempt from the requirement to pay Capital Gains Tax. Value Added Tax is not recoverable by the company, consequently all expenditure in these financial statements is stated inclusive of Value Added Tax where applicable.

**1.8 Accumulated funds**

Restricted funds are only to be used in accordance with specific restrictions imposed by the donor. The purposes and uses of the funds are set out in the notes to the accounts.

Unrestricted funds are general funds which are available at the discretion of the Directors in furtherance of the general objectives of the charity.

## HARROGATE HOMELESS PROJECT LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 AUGUST 2024

#### 2 Donations and legacies

	General funds £	Designated funds £	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations and legacies	133,477	10,000	0	-	143,477	222,888

Of donations and legacies of £222,888 in the prior year, £170,388 related to general funds, £52,000 to designated funds and £0 related to restricted funds.

#### 3 Income from investments

	2024 £	2023 £
Interest receivable	6,441	2,479

#### 4 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Housing benefit	513,228	-	513,278	428,395
Service charge	27,085	-	27,085	19,509
Grants	4,200	358,323	362,523	352,133
	<u>544,513</u>	<u>358,323</u>	<u>902,836</u>	<u>800,037</u>

Included within grants is an amount for Supporting People of £Nil (2023 - £Nil).

Of income from charitable activities of £800,037 in the prior year, £521,263 related to unrestricted funds and £278,774 related to restricted funds.

## HARROGATE HOMELESS PROJECT LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 AUGUST 2024

#### 5 Expenditure

##### Expenditure on charitable activities

	General funds £	Designated funds £	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Staff costs	374,447	-	374,447	216,625	591,072	521,348
Property and occupancy costs	127,775	-	127,775	31,130	158,905	122,920
Household and support costs	72,668	-	72,668	6,938	79,606	43,826
Legal and professional costs	15,497	-	15,497	-	3,049	10,243
Depreciation	9,921	-	9,921	-	14,349	11,437
Governance cost	7,997	-	7,997	-	7,997	2,340
Audit Fee	7,500	-	7,500	-	7,500	4,500
	<u>603,357</u>	<u>-</u>	<u>603,357</u>	<u>259,206</u>	<u>862,477</u>	<u>715,624</u>

Staff costs include all employment related expenditure including training. Property and occupancy costs include rent of all premises, including Move On houses operated under the NSNO scheme, lighting and heating, council tax and other property related expenditure. Household and support costs include expenditure on telephones, operating costs of office equipment, disposal of refuse and contaminated waste, office supplies and health and safety costs. Legal and professional charges include consultants' fees and outsourcing charges, together with governance costs comprising the independent review of these accounts.

Of expenditure on charitable activities of £715,624 in the prior year, £409,202 related to unrestricted funds and £306,422 related to restricted funds.

##### Expenditure on raising funds

Expenditure on raising funds in the period was £5,721 (2023 - £11,979).

#### 6 Directors and key management personnel

None of the Directors (or any persons connected with them) received any remuneration during the year, and none of them were reimbursed any travelling expenses (2023 - £nil).

The key management personnel comprise the Trustees, the Chief Executive and four Service Managers. The total employee benefits of the key management personnel of the company were £176,090 (2023 - £176,090).

#### 7 Pensions

The company's workplace pension scheme is operated by The People's Pension (administered by B&CE Financial Services Limited). Employees and the company make contributions into the Scheme which is a money purchase auto-enrolment scheme. New employees are automatically enrolled into the scheme and may exercise their right to opt out of the scheme at their discretion. Minimum contributions made by employees and employers are defined by government in the Pensions Act 2008 and associated Regulations and the company complies with those requirements. The total contributed by the company in the year was £9,622 (2023 - £7,839).

## HARROGATE HOMELESS PROJECT LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 AUGUST 2024

#### 8 Employees

##### Number of employees

The average number of employees during the year was:

	2024	2023
	Number	Number
Management	4	3
Support and project workers	13	17
Housekeeper	1	1
	<u>18</u>	<u>21</u>
<b>Employment costs</b>		
	2024	2023
	£	£
Wages and salaries	425,874	382,523
Social security costs	31,142	28,379
Pension contributions	9,622	7,839
	<u>466,638</u>	<u>418,741</u>

The average number of employees as shown above is calculated on a full-time equivalent basis. The actual total average number of staff is 18 (2023 - 21).

The number of employees whose employee benefits (excluding employer pension costs and employer national insurance contributions) exceeded £0,000

Band	2024	2023
	No.	No.
£60,000 - £70,000	0	1
£70,000 - £80,000	1	0

#### 9 Transfers

Transfers of £122,145 from unrestricted to restricted were to extinguish fund deficits on the Springboard fund (£21,606), Bramall NSNO (£21,192) and flats 5/6 fund (£78,013).

## HARROGATE HOMELESS PROJECT LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

#### 10 Tangible fixed assets

	Freehold land buildings	Fixtures, fittings and equipment	Total
Cost	£	£	£
At 1 September 2023	517,813	47,615	565,428
Additions	32,439	3,811	36,251
Disposals	-	-	-
<b>At 31 August 2024</b>	<b>550,252</b>	<b>51,426</b>	<b>601,680</b>
<b>Depreciation</b>			
At 1 September 2023	17,893	22,725	40,618
On disposals	-	-	-
Charge for the year	6,515	7,833	14,349
<b>At 31 August 2024</b>	<b>24,408</b>	<b>30,558</b>	<b>54,968</b>
<b>Net book value</b>			
At 31 August 2024	524,654	26,818	546,712
At 31 August 2023	499,920	24,890	524,810

All fixed assets are used in direct furtherance of the charity's objectives.

#### 11 Debtors

	2024	2023
	£	£
Trade debtors	32,505	100
Other debtors and accrued income	34,612	115,216
	<b>67,117</b>	<b>115,316</b>

#### 12 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	7,330	10,264
Other creditors	2,780	4,322
Taxes and social security	9,961	9,388
Deferred income	148,275	77,375
Accruals	12,966	5,092
	<b>181,312</b>	<b>106,441</b>

Deferred income includes the portion of a grant from the Lloyds Bank Foundation for England and Wales applicable to the year beginning 1 September 2024 of £8,333 (2023 - £8,333); the portion of a grant from the Bramall Foundation applicable to the year beginning 1 September 2024 of £54,698 (2023 - £30,000); Supporting People grant of £20,417 (2023 - £20,417), various Harrogate Borough Council grants of £13,375 (2023 - £18,625) and a Screwfix grant of £3,993 (2023 - £0) also applicable to the year beginning 1 September 2024. There has also been a DLUHC grant of which £47,460 (2023 - £0) is applicable to the year beginning 1 September 2024.

## HARROGATE HOMELESS PROJECT LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 AUGUST 2024

#### 13 Share capital

The company is registered as a company Limited by Guarantee and has no share capital. Every member of the company is a guarantor for a maximum of £1.

#### 14 Funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes.

##### Restricted funds

	Balance at 1 September 2023	Income	Movement in funds Expenditure	Transfers	Balance at 31 August 2024
Flats 5/6	-	30,000	(108,013)	78,013	-
Street light	11,354	-	-	-	11,354
Bramall NSNO	10,285	-	-	-	10,285
HBC NSNO	18,271	22,500	(61,963)	21,192	-
Springboard	-	36,250	(57,856)	21,606	-
Strawberry Dale	100,000	33,100	(9,377)	-	123,723
SB restricted	-	29,200	(2,747)	-	26,453
HBC Hostel	-	35,000	(3,274)	-	31,726
DLUHC -Levelling UP	-	167,801	(7,114)	-	160,687
Other (below 5k)	-	7,673	(1,788)	1,344	219
	<u>140,090</u>	<u>361,523</u>	<u>(259,131)</u>	<u>122,145</u>	<u>364,628</u>

The Springboard fund is for running costs of the Day Centre, and the shortfall in expenditure of £21,606 was met by a transfer from unrestricted funds and shortfall for Bramall NSNO £21,192.

The Flats 5/6 fund incurred a shortfall in expenditure of £78,013 which was met by a transfer from unrestricted funds.

##### Unrestricted funds

	Balance at 1 September 2023	Income	Movement in funds Expenditure	Transfers	Balance at 31 August 2024
General	419,832	681,359	(603,272)	(122,145)	375,775
Designated	242,327	10,000	-	-	252,327
	<u>662,159</u>	<u>691,359</u>	<u>(603,272)</u>	<u>(122,145)</u>	<u>628,102</u>

## HARROGATE HOMELESS PROJECT LIMITED

### NOTES TO THE ACCOUNTS (CONTINUED)

#### FOR THE YEAR ENDED 31 AUGUST 2024

#### 15 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total 2024 £
Fund balances at 31 August 2024 are represented by:			
Tangible fixed assets	180,801	365,911	546,712
Current assets	479,093	181,906	660,999
Current liabilities	(31,792)	(183,190)	(214,982)
	628,102	364,628	992,730

Tangible fixed assets include freehold land and buildings with a net book value of £546,712 (2023 - £499,920) representing a Move-On property in the No Second Night Out scheme. The property was purchased in 2017 due to difficulties in sourcing suitable properties for lease when occupants are receiving benefits.

The balance of unrestricted funds remaining after accounting for tangible fixed assets is £81,390 and this represents the free funds available for continuing the charity's daily activities.

#### 16 Commitments under operating leases

As at the year end and the prior year end there were no commitments under operating leases.

#### 17 Commitment

The properties used for temporary accommodation were leased, rent free, from Harrogate Borough Council until 20 March 2025. The annual rental value of the properties is estimated to be £12,000.

#### 18 Reconciliation of net movement in funds to net cash flow from operation activities

	2024 £	2023 £
Net movement in funds	190,249	299,192
Add back depreciation	14,349	11,437
Deduct interest income shown in investing activities	(6,441)	(2,479)
Add back loss on disposal of fixed assets	-	5,092
Decrease (increase) in debtors	49,379	60,762
Increase (decrease) in creditors	75,871	(28,147)
Net cash used in operating activities	323,406	345,857