

Company number: 4151312
Charity number: 1089987

Groundswell Network Support UK

Report and financial statements

For the year ended 31 March 2017

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Groundswell Network Support UK

Reference and administrative information

Year ended 31 March 2017

Company number	4151312																								
Charity number	1089987																								
Registered office and operational address	3 rd Floor 55 Bondway Vauxhall London SW8 1SJ																								
Country of Registration	England & Wales																								
Country of Incorporation	United Kingdom																								
Trustees	Trustees (who are also directors under company law) who served during the year and up to the date of this report were as follows: <table><tr><td>Terry Hitchcock</td><td>Chair</td></tr><tr><td>Lynn Young</td><td>Vice-Chair</td></tr><tr><td>Steve Wyler OBE</td><td>Treasurer (from 31 January 2017)</td></tr><tr><td>Laura Austin Croft</td><td></td></tr><tr><td>Andrew Campbell</td><td></td></tr><tr><td>Matthew Harrison</td><td></td></tr><tr><td>Martyn Robson</td><td></td></tr><tr><td>Dr Alistair Story</td><td></td></tr><tr><td>Effie Blythe (Francesca Stoddart)</td><td>(Resigned 28 April 2016)</td></tr><tr><td>Dr Michael Seal</td><td>(Resigned 28 July 2016)</td></tr><tr><td>Gaby Glaesener-Cipollone</td><td>Treasurer (until 31 January 2017)</td></tr><tr><td>Jimmy Carlson OBE</td><td>(Deceased 8 January 2017)</td></tr></table>	Terry Hitchcock	Chair	Lynn Young	Vice-Chair	Steve Wyler OBE	Treasurer (from 31 January 2017)	Laura Austin Croft		Andrew Campbell		Matthew Harrison		Martyn Robson		Dr Alistair Story		Effie Blythe (Francesca Stoddart)	(Resigned 28 April 2016)	Dr Michael Seal	(Resigned 28 July 2016)	Gaby Glaesener-Cipollone	Treasurer (until 31 January 2017)	Jimmy Carlson OBE	(Deceased 8 January 2017)
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Jimmy Carlson OBE	(Deceased 8 January 2017)																								
Principal Staff	Members of the Departmental Management Team at 31st March 2017: <table><tr><td>Athol Hallé</td><td>Chief Executive Officer</td></tr><tr><td>Kaye Savage</td><td>Director of Resources</td></tr><tr><td>Kate Bowgett</td><td>Director of Advocacy</td></tr><tr><td>Martin Burrows</td><td>Project Manager</td></tr><tr><td>Adam Marshall</td><td>Progression Manager</td></tr></table>	Athol Hallé	Chief Executive Officer	Kaye Savage	Director of Resources	Kate Bowgett	Director of Advocacy	Martin Burrows	Project Manager	Adam Marshall	Progression Manager														
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Bankers	<table><tr><td>Unity Trust Bank 4 Oozells Square Birmingham B1 2HB</td><td>CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ</td></tr></table>	Unity Trust Bank 4 Oozells Square Birmingham B1 2HB	CAF Bank Limited 25 Kings Hill Avenue West Malling Kent ME19 4JQ																						
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Solicitors	Bates Wells & Braithwaite Cheapside House 138 Cheapside London EC2V 6BB																								
Independent Examiner	Sayer Vincent LLP Chartered Accountants and Registered Auditors Invicta House 108-114 Golden Lane London EC1Y 0TL																								

The Trustees present their report and the financial statements for the year ended 31 March 2017.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2015).

Structure, Governance and Management

Jimmy Carlson OBE

In January 2017, Groundswell Board Member, Jimmy Carlson OBE passed away. Jimmy was an inspirational advocate for the rights of homeless people and served as a Groundswell Volunteer since 1997 after himself experiencing homelessness for over 20 years. On being awarded an Officer of the Order of the British Empire in 2012 for services to combatting homelessness, Jimmy stated: *"My message is never give up on anyone. You would have walked over me in the street 15 years ago and thought I was a lost cause, just another drunk. However I picked myself up and turned my life around and I have gone on to make a decent contribution to my community. Rough sleepers you see on the street today – with the right support they have a lot to offer too. Never give up on anyone."* Jimmy Carlson OBE, 1947-2017

Governance

The management of the Company is the responsibility of the Board Members who are appointed under the terms of the Articles of Association. The Board Members perform the role of Directors in company law and of Trustees in charity law. The minimum number of Trustees is four, with a maximum of 12. Those who served during the period are listed on page one.

There are three routes to becoming a Groundswell Board Member. Firstly, the Forum elects two representatives. The Forum comprises current and former Groundswell Volunteers, all with personal experience of homelessness, and is a central feature of governance at Groundswell, with each Board Meeting commencing with feedback from the Forum to the Board and concluding with feedback from the Board back to the Forum. Secondly, the Members may nominate up to two Trustees (Thames Reach were appointed as sole Member in 2012 and currently nominate a single Trustee). Thirdly the remaining Trustees are recruited openly. All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 8 to the accounts.

Board Meetings are held quarterly to ensure that the charity is operating effectively and within its aims. Additionally, the Board operates two standing sub-committees: a Finance Committee, which maintains a consistent framework for financial and risk control in Groundswell, and a People Committee, which supports Groundswell to be a healthy, safe and enabling organisation for its staff and Volunteers.

Risk Management

Groundswell operates a robust risk management and control framework, including the preparation of a detailed Annual Risk Register. Key ongoing and emerging risks are reviewed quarterly by both the Finance Committee and the Senior Management Team. Additionally the organisation operates a thorough system of incident reporting, which is managed by the Senior Management Team and overseen by the People Committee.

The Groundswell Trustees fully acknowledge the risk that is inherent in the organisation's work. This not only involves supporting vulnerable people out in the community, with support delivered by people also considered vulnerable, but it is also creating a new market for our services rather than relying on existing funding streams. We take these risks consciously and conscientiously, applying our thorough risk framework to our work - as we believe that empowering people experiencing homelessness themselves to be at the heart of delivering solutions to homelessness is the most effective way to address the growing societal concern of homelessness.

Remuneration Policy

Groundswell's People Committee oversees remuneration, with responsibility for external benchmarking, salary recommendations, recruitment processes and cost of living increases. Groundswell aims to ensure that all staff are

appropriately remunerated for their work. We achieve a fair balance which takes into account: the aim of attracting suitably qualified and dedicated staff, the external environment, the organisation's financial position and considerations of our beneficiaries.

Management

Groundswell operates a Departmental Management Team to oversee successful delivery of activities. The members of that team who served during the year are listed on page 1. The total amount of salary costs associated with this group in 2016-17 was £205,964 (2016: £179,643), of which £18,894 were Employer National Insurance Contributions.

Achievements and Performance in the Delivery of Public Benefit

The Groundswell Trustees have taken account of Section 17 (5) of the Charities Act and the Charities (Accounts and Reports) Regulations 2008, which require us to have regard to the guidance on public benefit issued by the Charity Commission when exercising their duties. We state that the activities delivered by Groundswell during 2016-17, described below, directly further Groundswell's charitable objects and that these activities have been undertaken for the public benefit.

Objectives and Activities

Our Mission: Groundswell exists to enable homeless and vulnerable people to take more control of their lives, have a greater influence on services and to play a fuller role in our community.

Our Core Beliefs:

- **The whole community benefits when we effectively tackle homelessness and social exclusion.**
- **We believe in people!** People are society's most valuable resource, and everyone has the capacity to make a contribution.
- **Inclusive solutions!** The only way to genuinely tackle homelessness and social exclusion is by utilising the knowledge and expertise of people affected by these issues.
- **There is no Them & Us – only Us!** Groundswell brings everyone together to create effective solutions.
- **Involvement works!** When everyone is involved, the process creates more effective services and enables people to regain their independence.

Our Strategic Vision:

Health First! For Groundswell to create peer-led solutions to homelessness, with health at the heart of our work. With three strategic priorities:

1. To develop further Groundswell's Peer Support Programme to address the health inequalities faced by people experiencing homelessness.
2. To develop further our Insight & Action Programme of participatory research to generate a new understanding of homelessness and make positive social change.
3. To develop Groundswell as a healthier and more sustainable organisation.

Activities 2016-17:

2016-17 was Groundswell's most successful year to date in terms of both impact and income. We delivered a record number of engagements supporting people experiencing homelessness to access healthcare through our Homeless Health Peer Advocacy service; created new understanding to address homelessness through our Insight and Action peer research work, including our new From the Ground Up peer journalism project; supported a record number of Volunteers to move on from homelessness through our Progression Programme and were declared 'Overall Winner' at the Kings Fund GSK Impact Awards, 2016.

Peer Support Programme. Homeless Health Peer Advocacy, HHPA, is our leading service that supports people experiencing homelessness to access healthcare – delivered by Volunteers and staff who themselves have experienced homelessness. In total we delivered over 3,500 direct engagements to support homeless people to engage with NHS services. This work includes commissioned services in a range of London boroughs, work in hospitals and specific projects supporting people with tuberculosis and hepatitis. We began a new pilot to support homeless people to address mental health needs and additionally our Volunteers trained health professionals and medical students about the realities of homelessness and health.

Insight & Action Programme. Groundswell takes a radical grassroots approach to discover and share cutting-edge insight into the health inequalities faced by people experiencing homelessness and crucially, to develop and deliver achievable solutions. We produced original research such as *Healthy Mouths* on the significant issue of homeless people's oral health; *More Than a Statistic* for the NHS London Homeless Health Programme; regular Action Updates focusing on a range of health issues; produced articles and podcasts in partnership with the Pavement Magazine; and contributed peer-led research work for Crisis. We also produced and disseminated 30,000 'My Rights to Healthcare' cards to support people to gain vital GP registration.

A Healthy and Sustainable Organisation. Groundswell further developed our Volunteer Progression Programme to provide asset-based coaching to support to our Volunteers to enable them to progress beyond homelessness towards employment. In 2016-17 we supported 57 volunteers; 15 of whom gained paid employment.

Financial Review

Income: Groundswell's income was £837,772 during the year, our largest ever income and a 14% increase on the previous year (£734,656). This was driven by a 28% increase in the Homeless Health Peer Advocacy income. Expenditure, at £815,406, was 12% up on the previous year (£730,162) due to increased staff and accommodation costs (see Notes 7 and 8). This resulted in a surplus of £22,366 for the year (2016: surplus of £4,494).

Reserves: The Trustees, after a careful assessment of the Charity's risks, have determined that the reserves policy should be to hold a contingency for unexpected expenditure and to allow time in the event of a sudden cessation of key funding to source alternatives. Therefore, Groundswell's reserves policy is to work towards a target of four months of running costs, including overheads and salaries. The current target figure for this is £211,424. Our unrestricted reserves figure stands at £121,029, which represents 57% of the target. This has risen from 46% of the target at the equivalent point last year.

Thanks to Our Supporters

The Trustees would like to thank all those funders, commissioners, partners, individuals and companies who generously gave their time and money to support our work. This includes those listed below:

The 29th May 1961 Charitable Trust, The Albert Hunt Trust, Big Lottery Fund, Bupa UK Foundation, Charities Advisory Trust, Chelsea Building Society, The City of London Corporation's charity - City Bridge Trust, Clore Leadership Programme, Comic Relief, Crisis, Goldman Sachs Matching Gift Programme, Greater London Authority, Grosvenor Chapel, GSK, Guys & St Thomas Foundation Trust, Healthy London Partnership, Hyde Park Place Estate Charity, Imperial College Healthcare Charity, The Kings Fund, Kingsley Napley, Lazard & Co, Local Sustainability Fund, London Borough of Camden, London Borough of Hammersmith & Fulham, London Homeless Health Partnership, Marsh Christian Trust, Museum of Homelessness, NHS Central London (Westminster) CCG, NHS Hammersmith & Fulham CCG, NHS Tower Hamlets CCG, NHS West London (K&C & QPP) CCG, North West Surrey Synagogue, Rayne Foundation, , The London Community Fund and SEGRO Community Fund for London, StreetSmart, Trust for London, University College London Hospital, University College London, Wandsworth Borough Council, Westminster Foundation, and the Yorkshire Building Society Charitable Trust.

Plans for the Future

Groundswell's strategic vision, *Health First!*, to create peer-led solutions to homelessness, with health at the heart of our work, continues to guide our future. We have received new funding in 2017-18 to begin replicating our successful Homeless Health Peer Advocacy work outside of London, in addition to developing new services within London, including a new Building Resilience programme to support homeless people to address mental health issues.

Statement of Responsibilities of the Trustees

The Trustees (who are also directors of Groundswell Network Support UK for the purposes of company law) are responsible for preparing the report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The sole Member of the charity guarantees to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The Trustees have no beneficial interest in the charity.

Independent Examiner

Joanna Pittman of Sayer Vincent LLP acted as the company's Independent Examiner for the year and has expressed her willingness to continue in that capacity. The report of the Trustees has been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the Trustees on 1 August 2017 and signed on their behalf by



Terry Hitchcock
Chair

Independent Examiner's report

Year ended 31 March 2017

I report on the accounts of the company for the year ended 31 March 2017, which are set out on pages 7 to 19.

This report is made solely to the trustees as a body, in accordance with the Charities Act 2011. My examination has been undertaken so that I might state to the trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the trustees as a body, for my examination, for this report, or for the opinions I have formed.

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 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 Institute of Chartered Accountants of England and Wales.

Having satisfied myself that the charity is not subject to audit under company law 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
- 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 seeking 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:

- a) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Joanna Pittman FCA
Chartered Accountant
Sayer Vincent LLP
Invicta House, 108-114 Golden Lane, London, EC1Y 0TL

Date: 30 August 2017

Statement of financial activities (incorporating an income and expenditure account)

Year ended 31 March 2017

		2017			2016		
	Note	Unrestricted £	Restricted £	Total £	Unrestricted £	Restricted £	Total £
Income from:							
Donations and legacies	2	140,200	-	140,200	126,059	-	126,059
Charitable activities	3						
Homeless Health Peer Advocacy		393,979	131,683	525,662	300,265	110,315	410,580
Insight & Action		20,003	70,576	90,579	30,000	84,368	114,368
Volunteer Progression		-	20,000	20,000	500	31,690	32,190
Supported Core Projects		-	59,520	59,520	-	51,200	51,200
Other trading activities	4	1,785	-	1,785	-	-	-
Investments	5	26	-	26	216	-	216
Other		-	-	-	43	-	43
Total Income		555,993	281,779	837,772	457,083	277,573	734,656
Expenditure on:							
Raising funds		42,754	-	42,754	50,399	-	50,399
Charitable activities							
Homeless Health Peer Advocacy		463,691	131,683	595,374	312,466	110,315	422,781
Insight & Action		34,706	70,576	105,282	49,882	85,688	135,570
Volunteer Progression		10,111	20,000	30,111	38,522	31,690	70,212
Supported Core Projects		-	41,885	41,885	-	51,200	51,200
	6	551,262	264,144	815,406	451,269	278,893	730,162
Net income / (expenditure) for the year and net movement in funds	7	4,731	17,635	22,366	5,814	(1,320)	4,494
Reconciliation of funds:							
Total funds brought forward		116,298	-	116,298	110,484	1,320	111,804
Total funds carried forward		121,029	17,635	138,664	116,298	-	116,298

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 17 to the financial statements.

Balance sheet

Company number: 4151312

Year ended 31 March 2017

	Note	2017 £	2016 £
Fixed assets			
Tangible fixed assets	12	16,585	12,700
Current assets			
Debtors	13	87,601	69,997
Cash at bank and in hand		94,123	61,026
		<u>181,724</u>	<u>131,023</u>
Liabilities			
Creditors: amounts falling due within one year	14	59,645	27,425
Net current assets		<u>122,079</u>	<u>103,598</u>
Net assets	16	<u>138,664</u>	<u>116,298</u>
The funds of the charity			
Restricted funds		17,635	-
Unrestricted funds		<u>121,029</u>	<u>116,298</u>
Total charity funds	17	<u>138,664</u>	<u>116,298</u>

For the year ending 31 March 2017 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The Members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

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

Approved by the Trustees on 1 August 2017 and signed on their behalf by



Terry Hitchcock
Chair

Statement of cash flows

Year ended 31 March 2017

	Note	2017		2016	
		£	£	£	£
Net cash provided by / (used in) operating activities	18		42,735		(94,219)
Cash flows from investing activities:					
Purchase of fixed assets		(9,638)		(3,605)	
Net cash provided by / (used in) investing activities			(9,638)		(3,605)
Change in cash and cash equivalents in the year			33,097		(97,824)
Cash and cash equivalents at the beginning of the year			61,026		158,850
Cash and cash equivalents at the end of the year			94,123		61,026

1. Accounting policies

a) Statutory information

Groundswell Network Support UK is a charitable company limited by guarantee and is incorporated in England. The registered office address and principal place of business is 3rd Floor, 55 Bondway, Vauxhall, London SW8 1SJ.

b) Basis of preparation

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 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) 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 or note.

c) Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

d) Going concern

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

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

e) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

f) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Notes to the financial statements

Year ended 31 March 2017

g) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

h) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

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

i) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- c) Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose
- d) Expenditure on charitable activities includes the costs of delivering services and conducting research undertaken to further the purposes of the charity and their associated support costs
- e) Other expenditure represents those items not falling into any other heading.

Groundswell is not registered for VAT and all Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

j) Allocation of support costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity. The cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, together with governance costs, is apportioned on the basis of the direct costs attributable to each activity.

Where information about the aims, objectives and projects of the charity is provided to potential beneficiaries, the costs associated with this publicity are allocated to charitable expenditure.

k) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

l) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

- Computer equipment 4 years
- Furniture, fixtures and fittings 4 years

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

n) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can

Notes to the financial statements

Year ended 31 March 2017

be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

o) Financial instruments

With the exception of the listed investments described above only use here if have investments, otherwise delete start to sentence the charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

p) Pensions

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

2. Income from donations and legacies

	2017			2016
	Unrestricted £	Restricted £	Total £	Total £
Gift Aid	10,034	-	10,034	10,101
Personal donations	53,259	-	53,259	22,311
Donations from foundations, trusts and other corporate bodies	76,907	-	76,907	93,647
	140,200	-	140,200	126,059

3. Incoming resources from charitable activities

	Unrestricted	Restricted	2017 Total	2016 Total
	£	£	£	£
Homeless Health Peer Advocacy:				
Bupa UK Foundation	-	25,556	25,556	-
City of London – City Bridge Trust	-	11,667	11,667	-
Greater London Authority	-	50,000	50,000	50,000
Guy's & St Thomas' NHS Foundation Trust	36,458	-	36,458	35,000
Hyde Park Place Estate Charity	-	4,980	4,980	-
Imperial College Healthcare Charity	-	18,000	18,000	21,000
London Borough of Hackney	-	-	-	20,000
London Borough of Hammersmith and Fulham	40,000	-	40,000	40,000
London Borough of Hounslow	-	-	-	13,315
London Borough of Wandsworth	-	7,500	7,500	6,000
London Clinical Commissioning Groups	233,207	-	233,207	170,082
SEGRO	-	3,980	3,980	-
The Rayne Foundation	-	10,000	10,000	-
University College London	26,166	-	26,166	20,183
University College London Hospital	58,148	-	58,148	35,000
Subtotal Homeless Health Peer Advocacy	393,979	131,683	525,662	410,580
Insight & Action:				
Comic Relief	-	32,676	32,676	-
Crisis	5,000	-	5,000	-
Emmaus UK	-	-	-	30,000
London Clinical Commissioning Groups	15,003	-	15,003	-
Oak Foundation	-	-	-	44,668
Trust for London	-	37,900	37,900	39,700
Subtotal Insight & Action	20,003	70,576	90,579	114,368
Volunteer Progression:				
Westminster Foundation	-	-	-	15,000
StreetSmart	-	20,000	20,000	10,000
Mrs. Smith & Mount	-	-	-	2,250
London Community Foundation	-	-	-	4,140
Marsh Christian Trust	-	-	-	300
The Alma Jean Henry Trust	-	-	-	500
Subtotal Volunteer Progression	-	20,000	20,000	32,190
Supported Core Projects:				
Big Lottery – Local Sustainability Fund	-	49,520	49,520	-
Clore Leadership Programme	-	10,000	10,000	-
ICSF Scale Accelerator Programme - Tudor Trust	-	-	-	21,350
Big Potential Fund	-	-	-	29,850
Subtotal Supported Core Projects	-	59,520	59,520	51,200
Total	413,982	281,779	695,761	608,338

4. Other Trading Activity

	2017			2016
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Room hire	1,785	-	1,785	-

5. Investment income

	2017			2016
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Bank interest	26	-	26	216

6. Analysis of expenditure

	Cost of raising funds	Charitable activities				Governance Costs	Support Costs	2017 Total	2016 Total
		Homeless Health Peer Advocacy	Insight and Action	Volunteer Progression	Supported Core Projects				
	£	£	£	£	£	£	£	£	£
Staff costs (note 8)	15,526	312,691	53,517	15,486	27,903	-	104,084	529,207	453,841
Project costs	14,877	109,588	20,552	5,885	13,982	255	7,681	172,820	203,238
Accommodation expenses	-	-	-	-	-	-	74,539	74,539	32,895
Office expenses	34	1,577	378	50	-	-	11,656	13,695	13,000
IT and system expenses	-	-	505	16	-	-	11,812	12,333	12,623
External professional expenses	-	-	-	-	-	13	-	13	13
Depreciation	-	-	-	-	-	-	5,753	5,753	6,049
Finance charges	-	-	-	-	-	-	400	400	255
Trustee expenses (incl. insurance)	-	-	-	-	-	1,550	-	1,550	758
Strategic development	-	-	-	-	-	1,380	-	1,380	-
Audit costs	-	-	-	-	-	3,716	-	3,716	3,654
Bad debts written off	-	-	-	-	-	-	-	-	3,836
	30,437	423,856	74,952	21,437	41,885	6,914	215,925	815,406	
Support and governance costs	12,317	171,518	30,330	8,674	-	(6,914)	(215,925)	-	-
Total expenditure 2017	42,754	595,374	105,282	30,111	41,885	-	-	815,406	
Total expenditure 2016	50,399	422,781	135,570	70,212	51,200	-	-		730,162

7. Net income for the year

This is stated after charging / crediting:

	2017	2016
	£	£
Depreciation	5,753	6,049
Operating lease rentals		
Equipment	1,372	1,372
Property	44,035	21,419
Independent examination	3,060	3,000

8. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2017	2016
	£	£
Salaries and wages	449,217	381,995
Redundancy and termination costs	930	-
Social security costs	37,425	33,652
Pension contributions	19,604	16,598
Staff welfare	10,156	9,677
Recruitment costs	6,366	7,672
Other (incl. training)	5,509	4,247
	529,207	453,841

No employee earned more than £60,000 during the year (2016: nil).

The key management personnel of the charitable company comprise the Departmental Management Team, listed on Page 1 as the Principal Staff. Total employee benefits including pension contributions and employer's national insurance of this group were £205,964 (2016: £179,643).

The charity Trustees were not paid or received any other benefits from employment with the charity in the year (2016: £nil). No charity trustee received payment for professional or other services supplied to the charity (2016: £nil). Expenses totalling £717 (2016: £1,117) for the year were paid to 2 Trustees (2016: 2). Additionally trustee indemnity insurance premiums totalling £833 were paid (2016: £758).

9. Staff numbers

The average number of employees during the year (head count based on number of staff employed was as follows:

	2017	2016
Homeless Health Peer Advocacy	10.6	8.6
Insight & Action	3.0	2.4
Volunteer Progression	1.0	1.4
Fundraising	0.6	1.0
Support	3.3	2.5
	18.5	15.9

10. Related party transactions

Aggregate donations from related parties were £50,000 (2016: £20,000). There were no other related party transactions for 2017 (2016: £nil).

11. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

12. Tangible fixed assets

	Furniture, fixtures and fittings £	Computer equipment £	Total £
Cost			
At the start of the year	1,666	39,177	40,843
Additions in year	1,900	7,738	9,638
Disposals in year	-	(14,843)	(14,843)
At the end of the year	3,566	32,072	35,638
Depreciation			
At the start of the year	208	27,935	12,700
Charge for the year	575	5,178	5,753
Eliminated on disposal	-	(14,843)	(14,843)
At the end of the year	783	18,270	19,053
Net book value			
At the end of the year	2,783	13,802	16,585
At the start of the year	1,458	11,242	12,700

All of the above assets are used for charitable purposes.

13. Debtors

	2017 £	2016 £
Trade debtors	48,215	63,667
Other debtors	480	-
Prepayments	4,573	6,330
Accrued income	34,333	-
	87,601	69,997

All of the charity's financial instruments, both assets and liabilities, are measured at amortised cost. The carrying values of these are shown above and also in note 14' below.

14. Creditors: amounts falling due within one year

	2017 £	2016 £
Trade creditors	708	6,961
Taxation and social security	12,057	9,561
Other creditors	4,512	4,508
Expense accruals	10,424	5,395
Deferred income	31,944	1,000
	59,645	27,425

15. Deferred income

Deferred income comprises income received before the period to which it relates.

	2017	2016
	£	£
Balance at the beginning of the year	1,000	116,418
Amount released to income in the year	(1,000)	(116,418)
Amount deferred in the year	31,944	1,000
	31,944	1,000

The deferred income for 2017 relates to the BUPA UK Foundation grant (see Note 3).

16a. Analysis of net assets between funds (current year)

	Unrestricted	Restricted	Total funds
	£	£	
Tangible fixed assets	16,585	-	16,585
Net current assets	104,444	17,635	122,079
Net assets at the end of the year	121,029	17,635	138,664

16b. Analysis of net assets between funds (prior year)

	Unrestricted	Restricted	Total funds
	£	£	
Tangible fixed assets	12,700	-	12,700
Net current assets	103,598	-	103,598
Net assets at the end of the year	116,298	-	116,298

17a. Movement in funds (current year)

	At the start of the year	Income & gains	Expenditure & losses	Transfers	At the end of the year
	£	£	£	£	£
Restricted funds:					
Homeless Health Peer Advocacy	-	131,683	(131,683)	-	-
Insight and Action	-	70,576	(70,576)	-	-
Volunteer Progression	-	20,000	(20,000)	-	-
Supported Core Projects	-	59,520	(41,885)	-	17,635
Total restricted funds	-	281,779	(264,144)	-	17,635
Unrestricted funds:					
General funds	116,298	555,993	(551,262)	-	121,029
Total unrestricted funds	116,298	555,993	(551,262)	-	121,029
Total funds	116,298	837,772	(815,406)	-	138,664

17b. Movement in funds (prior year)

	At the start of the year	Incoming resources & gains	Outgoing resources & losses	Transfers	At the end of the year
	£	£	£	£	£
Restricted funds:					
Homeless Health Peer Advocacy	-	110,315	(110,315)	-	-
Insight and Action	1,320	84,368	(85,688)	-	-
Volunteer Progression	-	31,690	(31,690)	-	-
Supported Core Projects	-	51,200	(51,200)	-	-
Total restricted funds	1,320	277,573	(278,893)	-	-
Unrestricted funds:					
General funds	110,484	457,083	(451,269)	-	116,298
Total unrestricted funds	110,484	457,083	(451,269)	-	116,298
Total funds	111,804	734,656	(730,162)	-	116,298

Purposes of restricted funds

Homeless Health Peer Advocacy: This service provides practical support for homeless people to access healthcare.

Insight and Action: Groundswell's participatory action research work investigating and providing insight into health related issues which affect people experiencing homelessness.

Volunteer Progression: This programme provides support and coaching to Groundswell volunteers to enable them to progress - with a focus on securing paid employment.

Supported Core Projects: Various projects to support the long term sustainability of Groundswell as an organisation.

18. Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2017	2016
	£	£
Net income / (expenditure) for the reporting period	22,366	4,493
Depreciation charges	5,753	6,049
(Increase)/decrease in debtors	(17,604)	(7,654)
Increase/(decrease) in creditors	32,220	(97,108)
Net cash provided by / (used in) operating activities	42,735	(94,219)

19. Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods

	2017	2016
	£	£
Equipment:		
Less than one year	1,705	1,372
One to five years	-	1,705
Over five years	-	-
	1,705	3,077
Property (Rent and Service charge):		
Less than one year	46,000	-

20. Legal status of the charity

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

