

COMPANY NO. 1830262

CHARITY NO. 515902

**WELSH HOUSING AID LIMITED**

**OPERATING AS: SHELTER CYMRU**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

|       |   |         |
|-------|---|---------|
| 1.    | Officers and Professional Advisers      |         |
| 2.-2e | Report of the Trustees                  |         |
| 3.    | Statement of Trustees' Responsibilities |         |
| 4.    | Auditors' Report                        |         |
| 5.-6  | Accounting Policies                     |         |
| 7.    | Balance Sheet                           |         |
| 8.    | Income and Expenditure Account          |         |
| 9.    | Statement of Financial Activities       |         |
| 10.   | Notes to the financial statements       | 1 - 2   |
| 11.   | Notes to the financial statements       | 3 - 5   |
| 12.   | Notes to the financial statements       | 6       |
| 13.   | Notes to the financial statements       | 6 - 8   |
| 14.   | Notes to the financial statements       | 9 - 11  |
| 15.   | Notes to the financial statements       | 12 - 13 |
| 16.   | Notes to the financial statements       | 13 - 17 |
| 17.   | Notes to the financial statements       | 18 - 19 |
| 18.   | Notes to the financial statements       | 20      |

Prepared by : Bevan & Buckland  
Chartered Accountants  
Swansea



# BEVAN & BUCKLAND

## WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU

### ANNUAL REPORT 1999/00

Welsh Housing Aid Limited operating as Shelter Cymru

Registered Charity No. 515902

A company limited by guarantee, registered in Cardiff, No. 1830262

#### BOARD OF TRUSTEES

John Killion (Chair)  
Terry Brenig-Jones (Vice Chair)  
Paul Williams (Treasurer)  
Cathy Davies  
Mike Friel  
Ewan Hilton  
Selwyn Jones  
Mark Sheridan  
Dave Sutton  
Dr. Frances Warren  
Willow Williams

#### *Appointed during the year:*

Brian Collins  
Stella Jolley  
Fran Rawlings

#### *Resigned during the year:*

Angela Pullman

#### CHIEF EXECUTIVE AND COMPANY SECRETARY

John Puzey

#### REGIONAL DIRECTORS:

Owen Burt  
Lynne Parry (appointed during the year)

#### REGISTERED OFFICE:

25 Walter Road  
Swansea  
SA1 5NN

#### PRINCIPAL BANKERS:

The Co-operative Bank  
The Hayes  
Cardiff  
CF1 1SW

#### SOLICITORS:

Douglas-Jones Mercer  
147 St Helens Road  
Swansea  
SA1 4DB

#### AUDITORS

Bevan & Buckland  
Russell House  
31 Russell Street  
Swansea SA1 4HR

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**REPORT OF THE BOARD OF TRUSTEES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

The Board have pleasure in presenting their annual report together with audited financial statements for the year ended 30th September 2000.

**OBJECTS**

The objects of the charity are to relieve the poverty, hardship and distress caused by homelessness and bad housing.

In pursuit of these objectives the Board of Trustees have agreed the following aims:

*To work for the prevention of homelessness and the improvement of housing conditions in Wales, and the right of everyone to a safe, suitable and affordable home by:*

*\*Providing free, expert and confidential advice and assistance to people in Wales experiencing housing problems;*

*\*Delivering a housing training and education service to groups, schools and individuals in Wales;*

*\*Focusing through campaigning and research, on the root causes of housing problems and offering practical solutions.*

**ORGANISATIONAL STRUCTURE**

Shelter Cymru is organised into two regional areas (north and south Wales) each with a Regional Director with responsibilities for:

Housing Advice Services;  
Campaigning work;  
Training Services;  
Fund-raising;  
Finance.

The entire organisation and Regional Directors are under the overall responsibility and leadership of the Director (Chief Executive) of Shelter Cymru.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**REPORT OF THE BOARD OF TRUSTEES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

**REVIEW OF ACTIVITY**

*Housing Advice Services*

Shelter Cymru's housing advice service makes a significant contribution to preventing homelessness in Wales and improving housing conditions. It works with people facing a whole range of housing problems, people sleeping rough, facing eviction, experiencing harassment, in arrears, in poor conditions etc. It provides information and advice, and when required, represents and acts as an advocate on behalf of people in housing need. It also highlights the effects of policy, legislation and practices on people in housing need and contributes to policy developments. Importantly it is successful preventing homelessness in many cases or assisting people to find decent alternative homes. Most importantly the people who use the service believe it to be responsive and effective.

The year under review saw Shelter Cymru take very important steps towards its aim of ensuring that people in housing need are able to access independent, free and expert housing advice services in all areas of Wales. Funding was secured with the Legal Services Commission (LSC) and the National Lottery Charities Board for Wales which has laid the foundations for a very significant growth in Community Housing Advice Services (CHAS) during the coming year. As a result of the development work undertaken Shelter Cymru housing advice services will soon be operating in all but one local authority area in Wales bringing vital services closer to people facing or actually experiencing homelessness.

In addition to the CHAS developments the year also saw funding agreed by the National Assembly for Wales to launch new innovative advice projects in north and south Wales. These included a service for local authority tenants facing homelessness and a partnership scheme with a number of hostels providing advice and assistance to residents in the transition from temporary accommodation to their own home.

As well as maintaining existing services in north and south Wales, new developments funded by Registered Social Landlords and the LSC led to over 10,000 people using Shelter Cymru services in the year. Half of all cases concerned people facing or actually experiencing homelessness.

Working to very high quality levels set down and monitored by the LSC the service prevented people becoming homeless in 89% of relevant cases and improved the circumstances of people in 84% of all cases. Continuous processes of monitoring overall user feedback were introduced during the year which showed 97% satisfaction levels with the service received.

Not only did the service continue to directly assist and work with people in housing need, but through casework analysis provided data for policy work at both a national and local level, in particular highlighting the continuing problems of social landlord exclusion policies and failures in the delivery of housing benefit.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**REPORT OF THE BOARD OF TRUSTEES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

**REVIEW OF ACTIVITY (*continued*)**

***Campaigning, Policy, Training and Information services***

Shelter Cymru played a central role in the development of the National Assembly for Wales (NAW) Housing Strategy in particular establishing new ideas and approaches to challenging homelessness. The work of lobbying for the extension of priority groups under homelessness legislation in Wales took a significant step forward with the adoption by the NAW of a resolution to extend the homelessness safety net to new groups of disadvantaged people including 16/17 years olds.

Following up the proposals for new approaches to homelessness, funding was secured during the year with the NAW to develop in partnership with local authorities new holistic homelessness strategies which have at their core providing people in housing need with opportunities to have a greater say in their housing options and the services that affect them. In addition the ideas proposed by the organisation for Personal Housing Plans for people who become homeless was given a boost when funding for a pilot scheme between Shelter Cymru and Bridgend County Borough Council was approved by the NAW.

Policy work during the year also focused on the links between poor housing and health with the publication of *Somewhere to call home?*. This, for the first time, revealed that the costs each year to the NHS budget in Wales of poor housing could be as high as £50 million and recommended the development of more joint work between health and housing services and health funding supporting housing improvement schemes. As a result of the report the organisation was invited to contribute to the NHS Wales Resource Allocation Review exercise.

The organisation also published a definitive guide to the impact in Wales of the proposals contained in the Government Green Paper *Quality and Choice: A Decent Home for All*, and a discussion briefing on the effects of local authority stock transfer, *Future Options for Local Authority Housing in Wales* which raised concerns over the effect of transfers on homeless and poorly housed people.

Shelter Cymru continued to support and service *Rough Sleepers Cymru* an alliance of local homelessness agencies providing direct services to homeless people, and represented *Housing Forum Cymru*, a group of all Wales housing agencies, on the National Assembly for Wales Voluntary Sector Partnership Council.

Major conferences were held in north and south Wales with the theme *The Home is the Key*, emphasising the links between housing and other areas of social and economic concern.

During the year over 1500 people attended Shelter Cymru public training courses and seminars with feedback showing over 98% very satisfied with the events.

Additional resources were secured to fund new self-help training packs for poorly funded agencies as well as a new bursaries fund. In addition funding for a new three year project, which will develop a housing and homelessness resource pack for Welsh schools was secured and will be launched in 2001.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**REPORT OF THE BOARD OF TRUSTEES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

**REVIEW OF ACTIVITY *(continued)***

**Organisational Developments**

Work on increasing the accountability and openness of the organisation during the year progressed with a further national consultation event in north Wales and a housing advice open comment event. Representatives from range of organisations were invited to the events and asked to comment on services, campaign priorities and other aspects of Shelter Cymru's work. The consultation event has now been established as an annual conference.

The Board of trustees launched a new assessment and recruitment cycle during the year which continues to develop a Board with a wide range of appropriate experiences and backgrounds and which also seeks to be open and dynamic. The public recruitment process was extensive and ultimately successful introducing three new trustees to the Board.

Raising voluntary income for the Charity is an essential element that guarantees its independence. During the year new fund raising initiatives were launched following the previous years review. These included a new door to door covenanting scheme and the launch of a Give As You Earn campaign. Fundraising continues in a highly competitive and dynamic environment which requires continual innovation and change.

It is impossible in a brief report to thank individually all our supporters and funders. May I therefore take this opportunity to say how much this support is appreciated. It is only through this that the vital work of Shelter Cymru in challenging homelessness and housing need in Wales continues.

**FINANCIAL REVIEW**

Shelter Cymru received incoming resources of £1,003,849; of which £706,249 was spent on direct charitable activities, £57,935 on fundraising, and £155,411 on management and administration.

This has resulted in net incoming resources of £84,254.

Shelter Cymru aims to use the resources at its disposal as effectively as possible. It is, therefore, encouraging to report that the proportion of income spent on direct charitable activities remains at 70%. Expenditure on management and administration increased from 14% in 1999 to 16%.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**REPORT OF THE BOARD OF TRUSTEES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

**FINANCIAL REVIEW** *(continued)*

This is mainly due to a review and re-organisation of the management of our housing advice services in advance of a major expansion of the network in 2001.

The general fund covers the income and expenditure incurred by Shelter Cymru in carrying out its role in respect of its objectives. The retained surplus at the 30th September 2000 was £74,955.

The designated fund of £235,322 consists of reserves to cover campaigns and fundraising (£60,757), operating contingency (£24,565) and a general contingency (£150,000) equivalent to the organisation's running costs for two months. Restricted funds (£28,306) represent grants received for acquisition of specific assets.

All assets are held to achieve the objects of the charity.

**TRUSTEES**

The trustees who served during the year under review are listed on page 1. Trustees are appointed by Board members on a four year basis and must stand for re-election at the end of this period if they wish to remain a Board member. After serving two four year terms, Trustees are required to stand down for at least a year before they are eligible for re-election.

The company is a registered charity, limited by guarantee and not having a share capital. None of the Directors has a personal financial interest in the company.

**FIXED ASSETS**

Changes in fixed assets during the year are set out in note 6 to the financial statements.

**TAXATION STATUS**

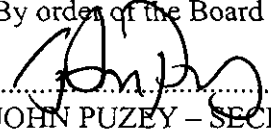
The company is a registered charity and has no tax liability on the surplus for the year.

**AUDITORS**

In accordance with S385 of the Companies Act 1985, a resolution proposing the reappointment of Bevan & Buckland as auditors will be proposed at the forthcoming Annual General Meeting.

The charity is governed by its articles of association and its constitution registered under the Charities Act. The charity is restricted to carrying out activities within its charitable objects.

By order of the Board

  
.....  
JOHN PUZEY - SECRETARY

29 MARCH 2001  
.....  
DATE

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

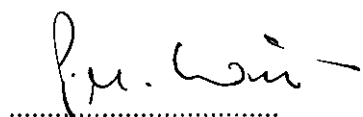
We are required under company law to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements we are required to:

- select suitable accounting policies and apply them consistently;
- make reasonable and prudent judgements and estimates;
- state whether the policies adopted are in accordance with the Charities SORP, the Companies Act 1985 and with applicable accounting standards, subject to any material departure disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

We are also responsible for:

- keeping proper accounting records;
- safeguarding the company's assets;
- taking reasonable steps for the prevention and detection of fraud.

By order of the Board



.....  
P. WILLIAMS  
TREASURER



# BEVAN & BUCKLAND

## AUDITORS' REPORT TO THE MEMBERS

OF

WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU

(A COMPANY LIMITED BY GUARANTEE)

We have audited the financial statements on pages 5 to 18 which have been prepared under the historical cost convention and accounting policies set out on pages 5 to 6.

### RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS

As described on page 3, the company's Trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

### BASIS OF OPINION

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error or other irregularity. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### OPINION

In our opinion the financial statements give a true and fair view of the state of the charitable company's affairs at 30th September 2000 and of its net incoming resources and application of resources, including income and expenditure for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

*Bevan & Buckland*

RUSSELL HOUSE  
31 RUSSELL STREET  
SWANSEA

BEVAN & BUCKLAND  
CHARTERED ACCOUNTANTS  
AND REGISTERED AUDITORS

DATE *11<sup>th</sup> May* 2001

## WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU

### ACCOUNTING POLICIES

FOR THE YEAR ENDED 30TH SEPTEMBER 2000

#### 1. ACCOUNTING CONVENTION

The financial statements are prepared under the historical cost convention.

The company has taken advantage of the exemption from preparing a cashflow statement conferred by Financial Reporting Standard No 1 on the grounds that it is entitled to the exemptions available in Section 246 to 247 of the Companies Act 1985 for small companies.

#### 2. TURNOVER

Turnover represents Revenue Grants, Donations and Legal Fees.

#### 3. STOCKS

Stocks are valued at the lower of cost and net realisable value. Cost represents invoice purchase price.

#### 4. DEPRECIATION

Depreciation is provided at rates estimated to write off the cost of fixed assets over the expected useful working life of those assets.

Depreciation is provided as follows:-

|                       |       |                              |
|-----------------------|-------|------------------------------|
| MOTOR VEHICLES        | 25%   | Reducing Balance             |
| FIXTURES AND FITTINGS | 15%   | Reducing Balance             |
| COMPUTER EQUIPMENT    | 33.5% | Straight Line                |
| BUILDING IMPROVEMENTS |       | Over the period of the lease |

#### 5. REPAIRS AND RENEWALS

Repairs and renewals expenditure is written off in the accounting period in which the expenditure is incurred.

#### 6. PENSION CONTRIBUTIONS

Pension scheme defined contributions are made by the company to the funds, the assets of which are held separately from those of the company. The pension costs in the income and expenditure account represent the amount of the contribution payable in respect of the accounting period.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**

**ACCOUNTING POLICIES**

**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

**7. GRANTS RECEIVABLE - SOFA**

Grants for immediate expenditure are accounted for when they become receivable. Grants received for specific purposes are treated as restricted funds. Grants restricted to future accounting periods are deferred and recognised in these periods.

**8. ALLOCATION OF FUNDS**

Costs are allocated between direct charitable and other expenditure according to the nature of the cost. Where items include more than one category they are apportioned between the categories according to the nature of the cost.

**9. VOLUNTARY INCOME**

Voluntary income is received by way of donations, grants and fundraising events and is included in the Statement of Financial Activities and Income and Expenditure Account when received.

**10. GOVERNMENT GRANTS - SUMMARY INCOME & EXPENDITURE ACCOUNT**

Revenue grants are credited to the income and expenditure account during the period of expenditure. Capital grants are credited to restricted reserves and the depreciation on the assets to which they relate is charged to the Income and Expenditure account as restricted expenditure.

# BEVAN & BUCKLAND

## WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU

### BALANCE SHEET

AS AT 30TH SEPTEMBER 2000

|   | NOTE | 2000           |                | 1999           |                |
|---|------|----------------|----------------|----------------|----------------|
|   |      | £              | £              | £              | £              |
| <b>FIXED ASSETS</b>                             |      |                |                |                |                |
| Tangible Assets                                 | 6    |                | 45,225         |                | 35,710         |
| <b>CURRENT ASSETS</b>                           |      |                |                |                |                |
| Stocks  | 7    | 3,587          |                | 3,838          |                |
| Debtors   | 8    | 140,637        |                | 86,965         |                |
| Cash at Bank and in Hand                        |      | <u>256,048</u> |                | <u>140,459</u> |                |
|   |      | 400,272        |                | 231,262        |                |
| <b>CURRENT LIABILITIES</b>                      |      |                |                |                |                |
| Creditors - amounts falling due within one year | 9    | (156,914)      |                | (60,643)       |                |
| <b>NET CURRENT ASSETS</b>                       |      |                |                |                |                |
|   |      |                | <u>243,358</u> |                | <u>170,619</u> |
|   |      |                | 288,583        |                | 206,329        |
| Creditors - amounts falling due after one year  | 10   |                | -              |                | (2,000)        |
|   |      |                | <u>288,583</u> |                | <u>204,329</u> |
| <b>CAPITAL AND FUNDS</b>                        |      |                |                |                |                |
| <b>Funds</b>                                    |      |                |                |                |                |
| General Funds                                   |      |                | 24,955         |                | 34,407         |
| Designated Funds                                |      |                | 235,322        |                | 147,467        |
| Restricted Funds                                |      |                | <u>28,306</u>  |                | <u>22,455</u>  |
| <b>GUARANTORS' FUNDS</b>                        |      |                |                |                |                |
|   | 12   |                | <u>288,583</u> |                | <u>204,329</u> |

Approved by the Board on the 29 MARCH 2001

Signed on behalf of the Board by:

J. Killion  
J. KILLION (CHAIR)

P. Williams  
P. WILLIAMS (TREASURER)

# BEVAN & BUCKLAND

## WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU

### INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30TH SEPTEMBER 2000

|   | NOTE | 2000<br>£     | 1999<br>£     |
|---|------|---------------|---------------|
| TURNOVER  | 1    | 996,972       | 921,692       |
| COST OF SUPPORT SERVICES                          |      | (919,595)     | (849,617)     |
| SURPLUS ON OPERATIONS                             |      | 77,377        | 72,075        |
| Interest Receivable                               | 3    | 6,877         | 3,015         |
| Interest Payable                                  | 4    | —             | (35)          |
| SURPLUS ON ORDINARY<br>ACTIVITIES BEFORE TAXATION | 1    | 84,254        | 75,055        |
| Taxation on Ordinary Activities                   |      | —             | —             |
| RETAINED SURPLUS                                  |      | <u>84,254</u> | <u>75,055</u> |

There were no recognised losses and gains in 2000 or 1999 other than the surplus for the period.

None of the company's activities was acquired or discontinued during the above two financial periods.

A Statement of Financial Activities is shown on page 9 to the financial statements.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**
**STATEMENT OF FINANCIAL ACTIVITIES**
**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

|   | UNRESTRICTED<br>DESIGNATED<br>FUNDS | GENERAL<br>FUNDS | RESTRICTED<br>FUNDS | TOTAL<br>FUNDS<br>2000 | TOTAL<br>FUNDS<br>1999 |
|---|-------------------------------------|------------------|---------------------|------------------------|------------------------|
|   | £                                   | £                | £                   | £                      | £                      |
| <b>RESOURCES ARISING</b>                        |                                     |                  |                     |                        |                        |
| Shelter UK Grant                                | -                                   | 183,025          | 45,647              | 228,672                | 227,669                |
| Donations                                       | -                                   | 152,903          | -                   | 152,903                | 149,681                |
| Training and Conferences                        | -                                   | 43,947           | -                   | 43,947                 | 41,397                 |
| Other Grants Receivable                         | -                                   | 165,632          | 453,695             | 619,327                | 414,523                |
| Legal Fees                                      | -                                   | 22,795           | -                   | 22,795                 | 59,320                 |
| Other Income                                    | -                                   | 7,349            | -                   | 7,349                  | 4,816                  |
| Total Income Received                           | -                                   | 575,651          | 499,342             | 1,074,993              | 897,406                |
| Add Opening Grants                              |                                     |                  |                     |                        |                        |
| Income Deferred                                 | -                                   | -                | 5,415               | 5,415                  | 32,716                 |
| Less Closing Grants                             |                                     |                  |                     |                        |                        |
| Income Deferred                                 | -                                   | ( 64,338)        | ( 12,221)           | ( 76,559)              | ( 5,415)               |
| <b>TOTAL RESOURCES ARISING</b>                  | -                                   | 511,313          | 492,536             | 1,003,849              | 924,707                |
| <b>RESOURCES EXPENDED</b>                       |                                     |                  |                     |                        |                        |
| <b>Direct Charitable Expenditure</b>            |                                     |                  |                     |                        |                        |
| Housing Services                                | 14,218                              | 94,169           | 436,932             | 545,319                | 482,585                |
| Support Costs                                   | -                                   | 89,201           | -                   | 89,201                 | 86,701                 |
| Training Services                               | -                                   | 21,976           | 49,753              | 71,729                 | 77,577                 |
| <b>Indirect Charitable Expenditure</b>          |                                     |                  |                     |                        |                        |
| Fundraising                                     | 7,819                               | 50,116           | -                   | 57,935                 | 73,553                 |
| Management and Administration<br>of the Charity | -                                   | 155,411          | -                   | 155,411                | 129,236                |
| <b>TOTAL RESOURCES EXPENDED</b>                 | 22,037                              | 410,873          | 486,685             | 919,595                | 849,652                |
| <b>NET INCOMING/(OUTGOING)</b>                  |                                     |                  |                     |                        |                        |
| <b>RESOURCES</b>                                | ( 22,037)                           | 100,440          | 5,851               | 84,254                 | 75,055                 |
| Opening Funds                                   | 147,467                             | 34,407           | 22,455              | 204,329                | 129,274                |
| Transfers                                       | 109,892                             | ( 109,892)       | -                   | -                      | -                      |
| <b>Closing Funds</b>                            | 235,322                             | 24,955           | 28,306              | 288,583                | 204,329                |

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000****1. RESOURCES ARISING AND NET INCOMING RESOURCES  
ON ORDINARY ACTIVITIES BEFORE TAXATION**

The resources arising and net incoming resources on ordinary activities before taxation is attributable to the principal activity of the company.

|   | 2000<br>£         | 1999<br>£         |
|---|-------------------|-------------------|
| Incoming resources on ordinary activities<br>before taxation is arrived at after charging:- |                   |                   |
| Profit on Sale of Fixed Assets  | ( 850)            | -                 |
| Audit Fees  | 4,030             | 3,150             |
| Depreciation of Tangible Assets   | 21,693            | 17,005            |
| Operating Leases  | 30,167            | 24,045            |
|   | <u>          </u> | <u>          </u> |

**2. TRUSTEES AND EMPLOYEES**

|  | 2000<br>NUMBER    | 1999<br>NUMBER    |
|--|-------------------|-------------------|
| The average number employed<br>by the company was:-        |                   |                   |
| Central Services   | 36                | 33                |
|  | <u>          </u> | <u>          </u> |
| The costs incurred in respect of<br>these employees were:- | £                 | £                 |
| Wages and Salaries   | 574,240           | 535,371           |
| Social Security Costs                                      | 52,219            | 49,867            |
| Pension Costs  | 11,437            | 10,908            |
|  | <u>          </u> | <u>          </u> |
|  | 637,896           | 596,146           |
|  | <u>          </u> | <u>          </u> |

The trustees did not receive any emoluments.

No employee was paid over £40,000.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

|                          |                 |                 |
|--------------------------|-----------------|-----------------|
| 3. INTEREST RECEIVABLE   | 2000            | 1999            |
|                          | £               | £               |
| Bank Interest Receivable | 6,877           | 3,015           |
|                          | <u>        </u> | <u>        </u> |

|                     |                 |                 |
|---------------------|-----------------|-----------------|
| 4. INTEREST PAYABLE | 2000            | 1999            |
|                     | £               | £               |
| Bank Interest       | -               | 35              |
|                     | <u>        </u> | <u>        </u> |

**5. ANALYSIS OF TOTAL RESOURCES EXPENDED**

|   | STAFF<br>COSTS<br>£ | OTHER<br>COSTS<br>£ | DEPRECIATION<br>£ | TOTAL<br>2000<br>£ | TOTAL<br>1999<br>£ |
|---|---------------------|---------------------|-------------------|--------------------|--------------------|
| <b>Direct Charitable Expenditure:</b>           |                     |                     |                   |                    |                    |
| Housing Services                                | 409,326             | 123,129             | 12,864            | 545,319            | 482,585            |
| Support Costs                                   | 66,956              | 20,141              | 2,104             | 89,201             | 86,701             |
| Training Services                               | 53,841              | 16,196              | 1,692             | 71,729             | 77,577             |
| <b>Other Expenditure:</b>                       |                     |                     |                   |                    |                    |
| Fundraising                                     | 43,487              | 13,081              | 1,367             | 57,935             | 73,553             |
| Management and<br>Administration of the Charity | 116,655             | 35,090              | 3,666             | 155,411            | 129,236            |
|   | <u>690,265</u>      | <u>207,637</u>      | <u>21,693</u>     | <u>919,595</u>     | <u>849,652</u>     |



**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000****6. TANGIBLE ASSETS**

|                        | BUILDING<br>IMPROVEMENTS<br>£ | MOTOR<br>VEHICLES<br>£ | COMPUTER<br>EQUIPMENT<br>£ | FIXTURES &<br>FITTINGS<br>£ | TOTAL<br>£     |
|------------------------|-------------------------------|------------------------|----------------------------|-----------------------------|----------------|
| <b>COST</b>            |                               |                        |                            |                             |                |
| At 1st October 1999    | 28,542                        | 17,300                 | 39,125                     | 40,413                      | 125,380        |
| Additions              | -                             | -                      | 28,813                     | 3,715                       | 32,528         |
| Disposals              | -                             | ( 8,650)               | -                          | -                           | ( 8,650)       |
| At 30th September 2000 | <u>28,542</u>                 | <u>8,650</u>           | <u>67,938</u>              | <u>44,128</u>               | <u>149,258</u> |
| <b>DEPRECIATION</b>    |                               |                        |                            |                             |                |
| At 1st October 1999    | 14,194                        | 14,661                 | 26,635                     | 34,180                      | 89,670         |
| Charge for year        | 3,587                         | 330                    | 16,284                     | 1,492                       | 21,693         |
| Disposals              | -                             | ( 7,330)               | -                          | -                           | ( 7,330)       |
| At 30th September 2000 | <u>17,781</u>                 | <u>7,661</u>           | <u>42,919</u>              | <u>35,672</u>               | <u>104,033</u> |
| <b>NET BOOK VALUE</b>  |                               |                        |                            |                             |                |
| At 30th September 2000 | <u>10,761</u>                 | <u>989</u>             | <u>25,019</u>              | <u>8,456</u>                | <u>45,225</u>  |
| At 30th September 1999 | <u>14,348</u>                 | <u>2,639</u>           | <u>12,490</u>              | <u>6,233</u>                | <u>35,710</u>  |

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000****6. TANGIBLE ASSETS (CONT'D)**

The net book value for all tangible assets at the 30th September 2000 represents the following:-

|   | <b>BUILDING<br/>IMPROVE-<br/>MENTS</b> | <b>MOTOR<br/>VEHICLES</b> | <b>COMPUTER<br/>EQUIPMENT</b> | <b>FIXTURES &amp;<br/>FITTINGS</b> | <b>TOTAL</b>  |
|---|--|---------------------------|-------------------------------|------------------------------------|---------------|
|   | £                                      | £                         | £                             | £                                  | £             |
| <b>Direct Charitable Expenditure:</b>           |  |                           |                               |                                    |               |
| Housing Services                                | 6,209                                  | 571                       | 14,436                        | 4,879                              | 26,095        |
| Support Costs                                   | 1,367                                  | 125                       | 3,177                         | 1,074                              | 5,743         |
| Training Services                               | 914                                    | 84                        | 2,127                         | 719                                | 3,844         |
| <b>Other Expenditure:</b>                       |  |                           |                               |                                    |               |
| Fundraising                                     | 603                                    | 55                        | 1,401                         | 474                                | 2,533         |
| Management and<br>Administration of the Charity | 1,668                                  | 154                       | 3,878                         | 1,310                              | 7,010         |
|   | <u>10,761</u>                          | <u>989</u>                | <u>25,019</u>                 | <u>8,456</u>                       | <u>45,225</u> |

**7. STOCKS**

|                  | <b>2000</b>  | <b>1999</b>  |
|------------------|--------------|--------------|
|                  | £            | £            |
| Goods for Resale | <u>3,586</u> | <u>3,838</u> |

**8. DEBTORS**

|                               | <b>2000</b>    | <b>1999</b>   |
|-------------------------------|----------------|---------------|
|                               | £              | £             |
| Trade Debtors                 | 27,917         | 3,329         |
| Tax Refund Due                | 4,102          | 3,995         |
| Grants Receivable             | 71,435         | 31,654        |
| Other Debtors and Prepayments | 37,184         | 21,168        |
| Legal Fees Recoverable        | <u>-</u>       | <u>26,819</u> |
|                               | <u>140,638</u> | <u>86,965</u> |

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

| <b>9. CREDITORS: DUE WITHIN ONE YEAR</b> | <b>2000</b>    | <b>1999</b>   |
|--|----------------|---------------|
|  | <b>£</b>       | <b>£</b>      |
| Trade Creditors                          | 20,353         | 7,410         |
| Tax and Social Security                  | 23,365         | 16,569        |
| Accruals                                 | 26,260         | 12,744        |
| Grants received in advance (see note 17) | 76,560         | 5,415         |
| Other Creditors                          | 4,375          | 2,505         |
| Shelter UK Loan                          | <u>8,000</u>   | <u>16,000</u> |
|  | <u>158,913</u> | <u>60,643</u> |

| <b>10. CREDITORS: DUE AFTER ONE YEAR</b> | <b>2000</b> | <b>1999</b>  |
|--|-------------|--------------|
|  | <b>£</b>    | <b>£</b>     |
| HACT Loan                                | <u>-</u>    | <u>2,000</u> |

**11. CHANGES IN RESOURCES AVAILABLE FOR CHARITABLE USE**

|  | <b>UNRESTRICTED FUNDS</b> |                      | <b>RESTRICTED FUNDS</b> | <b>TOTAL FUNDS</b> |
|--|---------------------------|----------------------|-------------------------|--------------------|
|  | <b>DESIGNATED FUNDS</b>   | <b>GENERAL FUNDS</b> | <b>FUNDS</b>            | <b>FUNDS</b>       |
|  | <b>£</b>                  | <b>£</b>             | <b>£</b>                | <b>£</b>           |
| Net movement of funds for the period                         | 12,370                    | 66,033               | 5,850                   | 84,253             |
| Net (increase)/decrease in tangible fixed assets:-           |                           |                      |                         |                    |
| - for direct charitable purposes                             | -                         | 9,436                | (2,444)                 | 6,992              |
| - for other purposes   | -                         | 2,524                | -                       | 2,524              |
| <b>NET MOVEMENT IN FUNDS AVAILABLE FOR FUTURE ACTIVITIES</b> | <u>12,370</u>             | <u>77,993</u>        | <u>3,406</u>            | <u>93,769</u>      |

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU**
**NOTES TO THE FINANCIAL STATEMENTS**
**FOR THE YEAR ENDED 30TH SEPTEMBER 2000**
**12. ANALYSIS OF FUNDS**

|  | <b>UNRESTRICTED FUNDS</b> |                         | <b>RESTRICTED FUNDS</b> | <b>TOTAL FUNDS</b> |
|--|---------------------------|-------------------------|-------------------------|--------------------|
|  | <b>GENERAL FUNDS</b>      | <b>DESIGNATED FUNDS</b> |                         |                    |
|  | £                         | £                       | £                       | £                  |
| Fund Balances at 30th September 2000 are represented by: |                           |                         |                         |                    |
| Tangible Fixed Assets                                    | 34,086                    | -                       | 11,139                  | 45,225             |
| Current Assets   | 83,444                    | 235,322                 | 81,506                  | 400,272            |
| Current Liabilities                                      | ( 92,575)                 | -                       | (64,339)                | (156,914)          |
| Long Term Liabilities                                    | -                         | -                       | -                       | -                  |
|  | <hr/>                     | <hr/>                   | <hr/>                   | <hr/>              |
|  | 24,955                    | 235,322                 | 28,306                  | 288,583            |
|  | <hr/>                     | <hr/>                   | <hr/>                   | <hr/>              |

**13. FUNDS**

|                                | <b>UNRESTRICTED FUNDS</b> |                         | <b>RESTRICTED FUNDS</b> | <b>TOTAL FUNDS</b> |
|--------------------------------|---------------------------|-------------------------|-------------------------|--------------------|
|                                | <b>GENERAL FUNDS</b>      | <b>DESIGNATED FUNDS</b> |                         |                    |
|                                | £                         | £                       | £                       | £                  |
| Balance at 1st October 1999    | 34,407                    | 147,467                 | 22,455                  | 204,329            |
| Net Movement of Funds          | (9,452)                   | 87,855                  | 5,851                   | 84,253             |
|                                | <hr/>                     | <hr/>                   | <hr/>                   | <hr/>              |
| Balance at 30th September 2000 | 24,955                    | 235,322                 | 28,306                  | 288,582            |
|                                | <hr/>                     | <hr/>                   | <hr/>                   | <hr/>              |

The designated funds are given by:

|                       | <b>Running Costs Reserve</b> | <b>Campaigns &amp; Fund-Raising</b> | <b>Operating Contingency</b> | <b>Total</b> |
|-----------------------|------------------------------|-------------------------------------|------------------------------|--------------|
|                       | £                            | £                                   | £                            | £            |
| Balance at 1.10.99    | 100,000                      | 29,302                              | 4,565                        | 147,467      |
| Net Movement of Funds | 50,000                       | 31,455                              | 20,000                       | 87,855       |
|                       | <hr/>                        | <hr/>                               | <hr/>                        | <hr/>        |
| Balance at 30.9.00    | 150,000                      | 60,757                              | 24,565                       | 235,322      |
|                       | <hr/>                        | <hr/>                               | <hr/>                        | <hr/>        |

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000****13. FUNDS (CONT'D)**

Designated funds totalling £125,430 have been set up to cover campaigns (£4,296), IT training and organisation database (£4,565), rough sleeper issues (£1,434), fundraising development (£15,135), a general contingency (£100,000) equivalent to the organisation's running costs for six weeks and the employment of a Communications Development Manager (£34,407).

**14. RECONCILIATION OF MOVEMENTS  
IN GUARANTORS FUNDS**

|                                  | <b>2000</b>    | <b>1999</b>    |
|----------------------------------|----------------|----------------|
|                                  | <b>£</b>       | <b>£</b>       |
| Surplus for the financial period | 84,254         | 75,055         |
| Opening guarantors' funds        | <u>204,329</u> | <u>129,274</u> |
| Closing guarantors' funds        | <u>288,583</u> | <u>204,329</u> |

**15. FINANCIAL COMMITMENTS**

Financial commitments under non-cancellable operating leases will result in the following annual payments

|                             | <b>2000</b>   | <b>1999</b>   |
|-----------------------------|---------------|---------------|
|                             | <b>£</b>      | <b>£</b>      |
| Expiring within 2 – 5 years | <u>22,200</u> | <u>21,000</u> |

**16. PENSION SCHEME CONTRIBUTIONS**

Pension scheme contributions made by the company during the period amounted to £11,437 1999 (£10,908), under a defined contribution scheme, the assets of which are held separately from the company.

**17. CAPITAL COMMITMENT**

At the end of the year the company was committed to spending £1,200 on the completion of an internet web site.

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

| 18. | GRANTS RECEIVED IN ADVANCE                   | 2000<br>£      | 1999<br>£      |
|-----|--|----------------|----------------|
|     | Legal Services Commission                    | 64,339         | -              |
|     | Caerphilly County Borough Council            | -              | 1,251          |
|     | Comic Relief                                 | <u>12,221</u>  | <u>4,164</u>   |
|     |  | <u>76,560</u>  | <u>5,415</u>   |
| 19. | GRANT INCOME                                 | 2000<br>£      | 1999<br>£      |
|     | Bridgend County Borough Council              | 26,858         | 16,637         |
|     | Cadwyn Housing Association                   | 9,100          | 5,000          |
|     | Caerphilly County Borough Council            | 18,851         | 25,200         |
|     | City & County of Swansea                     | 11,656         | 13,002         |
|     | Comic Relief                                 | 24,998         | 20,836         |
|     | Denbighshire County Council                  | 24,840         | 22,415         |
|     | European ASSIST                              | 2,374          | 4,315          |
|     | Flintshire County Council                    | 34,013         | 33,620         |
|     | Gwalia Housing Society                       | 9,425          | -              |
|     | Hafod Housing Association                    | 23,549         | 6,669          |
|     | Legal Services Commission                    | 191,444        | -              |
|     | Merthyr Tydfil Housing Association           | -              | 3,300          |
|     | National Lottery Charities Board (Wales)     | -              | 71,891         |
|     | North Wales Probation Service                | 11,750         | 11,297         |
|     | Shelter UK                                   | 228,672        | 227,669        |
|     | Voluntary Grants - Housing Associations      | 17,930         | 2,625          |
|     | Voluntary Grants - Local Authorities         | 5,608          | 7,196          |
|     | National Assembly for Wales S16 Housing Act  | 37,052         | 31,237         |
|     | National Assembly for Wales S180 Housing Act | 103,066        | 100,552        |
|     | National Assembly for Wales S16 Slippage     | 18,551         | 16,900         |
|     | West Glamorgan Probation Service             | 9,784          | 9,417          |
|     | Wrexham County Borough Council               | <u>38,478</u>  | <u>39,715</u>  |
|     |  | <u>847,999</u> | <u>669,493</u> |

**WELSH HOUSING AID LIMITED OPERATING AS: SHELTER CYMRU****NOTES TO THE FINANCIAL STATEMENTS****FOR THE YEAR ENDED 30TH SEPTEMBER 2000**

| 20. DONATIONS       | 2000<br>£      | 1999<br>£      |
|---------------------|----------------|----------------|
| Corporate Donations | 10,846         | 32,036         |
| Legacies            | 6,765          | -              |
| Covenants           | 13,154         | 11,225         |
| Trusts              | 50,600         | 26,164         |
| Sundry Donations    | <u>71,538</u>  | <u>80,256</u>  |
|                     | <u>152,903</u> | <u>149,681</u> |