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**West London Churches Homeless Concern  
Annual Report 2011-2012**

**WEST LONDON CHURCHES HOMELESS CONCERN**

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31<sup>ST</sup> MARCH 2012

GEORGE HAY & COMPANY

Chartered Accountants  
Statutory Auditors

FRIDAY



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18/01/2013  
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**West London Churches Homeless Concern  
Annual Report 2011-2012**

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## **West London Churches Homeless Concern Annual Report 2011-2012**

West London Churches Homeless Concern (WLCHC) relieves poverty among homeless people in West London by providing accommodation, advice and support

"It's not just the benefit to me It benefits society as a whole It stops people falling through the cracks It's a place of hope " –Homeless guest, as told to the Herald Scotland in article featuring WLCHC

### **Ethos**

The ethos of WLCHC has always been that we are open to all Our charity is one of the few that maintains an open door policy, welcoming all who come rather than only those who have been referred to us We welcome people as guests, rather than as 'clients or service users' We offer respect and the idea that all people have dignity and value

Even though we are a Christian foundation, we do not proselytize, and people of all faiths or none are welcome

Our open-access policy allows us time and space to develop relationships and trust We have found this to be a crucial element that has helped our guests re-integrate back into society

### **Aims & Objectives**

- 1 To offer night shelter accommodation and food throughout the winter for homeless people in West London
- 2 To provide practical support laundry, showers and clothing
- 3 To support shelter guests into more stable accommodation and futures

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Chairman's Message**

Reports for 2011-12 show that the number of people sleeping rough on London's streets rose dramatically as economic conditions worsened. New rough sleepers account for much of the increase.

It would be distressing enough just to think statistics, but each and every one of the people we come into contact with is an individual, who carries his or her own story. Each has particular needs, each has particular hopes.

At WLCHC we work closely with a variety of agencies and groups - local authorities, churches, homelessness charities and others - that each have a valuable role to play in trying to overcome this scandal of homelessness in our city. However, at WLCHC we believe we offer something unique and - judging from feedback from our guests and volunteers as well as our staff and trustees - something that is also greatly treasured.

Our mission is to help homeless people at the point of need, through our daytime drop-in centre and through our night shelters. In both of these we offer services to those who often struggle for access elsewhere. We open our doors to those with no recourse to public funds, without ID, or without a local connection; we shelter those who have been accepted into housing schemes but need somewhere to go while they linger on waiting lists.

We accept the "hidden homeless" who are not officially logged by local authority outreach teams because they sleep in hidden places, ride night buses, or stay at all night establishments like fast food restaurants and petrol stations. This year, too, we sheltered a 70-year-old female guest who was told by Social Services that her needs were not high enough and told by her Outreach worker that she is too old to access a hostel place.

WLCHC provides services for all who seek them, to the limit of our available space.

The escalating needs of London's homeless prompted us to extend our capacity. In January 2012 we opened a second circuit of night shelters in Hammersmith and Fulham. The total number of churches involved in directly providing shelter increased to 17, and we were able to shelter up to 100 individuals a night when temperatures fell below freezing.

We extend huge thanks to those churches that have joined in this crucial work. It fills a very real need, and we found that by the second week after opening, these new shelters too were all full.

We can't open a night shelter without staff, volunteers, efficient logistics and funding. Our dedicated and caring volunteers often talk about "giving something back" or "using a bit of my spare time creatively". Our staff are skilled and experienced, well-trained and highly motivated to make a difference.

Together we can overcome the horror of homelessness and create a community where needs are met and people cherished, simply because we are brothers and sisters in the one human family.

- Rev Dr Brian Leathard

"We believe we offer something unique and something that is also greatly treasured."

# **West London Churches Homeless Concern**

## **Annual Report 2011-2012**

### **Our Services**

#### **Statement of Public Benefit**

The trustees consider that the activities of WLCHC (described in the following sections entitled "night shelter", "drop-in centre" and "casework") provide benefit to homeless and precariously housed people of West London

By providing a safety net and a hand up out of homelessness, we help make the boroughs within which we operate a safer, more humane place for everyone

The board of trustees regularly monitors and reviews the Charity's success in meeting its objectives. The trustees confirm that the activities of WLCHC described in this report are undertaken in pursuit of its aims

The men and women who come to us have a wide variety of problems, ranging from practical to deeper, personal issues

The most obvious and acute need is for shelter, especially at night, and especially during the cold winter months. We address this by running a network of night shelters in churches that open their doors from November to March

Other practical issues we address are the need for clothing and showers, which we provide at a drop-in centre based at our headquarters at Chelsea Methodist Church

Our casework service offers advice and help with securing and keeping employment and accommodation

Our volunteers and staff also address emotional needs for friendship, companionship and dignity

Our data show that our homeless guests have the best chance of finding a solution to their homelessness when they use our night shelters in combination with our drop-in and casework services

These three components of our work are detailed in the pages that follow

<b>Guest Needs</b>	<b>What WLCHC provides</b>
Shelter	Night Shelter, Daytime Drop-in Centre
Health	Food and drink, help to access mental health care, rehabilitation, medical care, dental care
Security	Safe place to sleep, help to access benefits, employment, training
Practical	Showers, laundry, clothing, advocacy, translation
Emotional	Counselling, support, companionship, respect

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Night Shelters**

For the past 14 years, WLCHC has provided emergency winter accommodation from November to March in West London. The shelter rotates to a different church venue every night of the week.

Volunteer teams cook and serve dinner to our homeless guests and then join them at the tables to eat and talk. After dinner, tables are cleared away, and guests lay down mats and sleeping bags for the night. Our volunteer teams go home, and paid overnight staff take over to ensure everything runs smoothly.

The next morning, the homeless men and women head back out to the streets after eating a cooked breakfast. Some of them will walk to our drop-in centre and then on to the next shelter venue for their next night's sleep.

This year was a milestone for WLCHC, with six new churches joining us and one extending its participation from 11 weeks to 21 weeks. This meant we were able to open two churches per night from January to the end of the season.

With more churches joining us, we were able to shelter more people: up to 100 people slept in our shelters on nights when temperatures dipped below freezing.

For 15 consecutive nights in February, the temperature did just this. In accordance with our cold-weather policy, we made space for as many people as we could safely accommodate.

In total, WLCHC was able to offer over eight thousand bed spaces and close to twelve thousand cooked dinners over the coldest months of the year.

### ***How do we know our night shelters are needed?***

Our night shelters have been consistently oversubscribed year on year. After having to turn away record numbers in 2010-2011, we hoped opening additional church shelters would enable us to accept everyone who came to us.

But even with the extra 35 bed-spaces a night during the last three months of the season, we were immediately full to capacity in both circuits once word spread.

We see the need is still great. We fielded 450 phone calls last season from people we could not accommodate, and we had to turn people away at the door almost 1,400 times.

"260 individuals stayed in our shelters"

"30 nights = the average length of stay"

"14% of guests were female"

On one of the coldest nights, we had over 100 people — including 2 pregnant women — sleeping in our shelters.

# West London Churches Homeless Concern

## Annual Report 2011-2012

### Night Shelter, continued

	Bed spaces provided.				No of times someone unable to access shelter because already full.			Number of dinners served	
	Total	Male	Female						
Nov	852	788	64		November	286	November	1,267	
Dec	1,097	1,003	94		December	217	December	1,653	
Jan*	1,803	1,598	205		January*	178	January*	2,632	
Feb	2,397	2,108	285		February	241	February	3,249	
Mar	2,219	2,028	217		March	139	March	3,032	
Total	8,368	7,525	865						
*2 <sup>nd</sup> shelter circuit opened Jan 9					Total	1,378	Total	11,833	

Churches that hosted our shelters in 2011-12	
Askew Road, W12	St Dionis Parsons Green, SW6
Barnes Methodist, SW13	St John's World's End, SW10
Chelsea Methodist, SW3	St Luke's and Christ Church Chelsea, SW3
Holy Trnity Brook Green, W6	St Luke's Redcliffe Gardens, SW10
Rivercourt Methodist, W6	St Mary's Putney, SW15
St Alban's Fulham, W6	St Paul's Hammersmith, W6
St Barnabas Kensington, W14	St Paul's Onslow Square, SW7
St Columba's Church of Scotland, SW1	St Simons Rockley Road, W14

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Drop-in Centre**

In partnership with Chelsea Methodist Church, we offer shower, laundry and clothing facilities three days a week from 9am to 4pm at the church's Narthex drop-in

Like WLCHC's casework service, the drop-in is open-access and not restricted to guests of WLCHC's night shelters

The number of individuals using the drop-in at Chelsea Methodist Church rose from around 60 to over 100 people at peak times. This was probably partly due to the expansion of our shelter network in January 2012, but was also a sign of the growing crisis of homelessness in London

We know from the feedback we receive from guest surveys that the guests value our showers, laundry and clothing facilities. When our facilities are closed, showers are hard to find elsewhere

Looking and feeling clean can be a vital part of restoring dignity in those who have lost hope. Having somewhere warm and dry to spend the day instead of hitting the pavement is crucial to health and self-respect

"It's somewhere where people know who I am. It shows me that I'm a better person than I think I am sometimes" - Richard, former WLCHC guest



## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Casework**

The casework service is available to anyone in need of advice or support. It operates largely from the drop-in centre at Chelsea Methodist Church, with caseworkers also visiting the night shelters. It is not restricted to guests using our night shelters, but the shelters provide a means of outreach and a location for casework meetings.

Many of our guests do not have strong English skills and need help with translation, form-filling and advocacy. Many have come from unstable backgrounds and have led chaotic lives. They need support to find and stay in stable accommodation. Without help, many would simply not have the physical or mental resources to pursue solutions to their homelessness.

In 2011, we hired an additional caseworker over the winter months to help Neil Parkinson, our permanent caseworker. Casework is a vital part of our work, and we wanted to build on the success we have had in this area.

The statistics speak for themselves, but casework is time-consuming and demanding work. Even with two caseworkers, we were hard pressed to keep up with the level of demand.

The service is popular, and it works. Our caseworkers helped find a safe haven for a pregnant woman fleeing domestic violence. We helped another homeless guest diagnose and find treatment for tuberculosis. Both are now safe and off the street.

<b>Outcomes</b>	
59	Into accommodation (at least 20 others acquired accommodation via other agencies or own efforts)
50	successful benefit claims
11	IDs acquired
10	supported to find work
5	assisted to return to country of origin

### ***What does the casework service do?***

The casework service offers practical advice and support to help users find accommodation, employment, alcohol and drug detox projects, specialist support and/or mental health services.

The casework service also helps homeless men and women set up benefit claims, obtain identification or national insurance numbers. When appropriate, the caseworkers will also help reconnect homeless users with family or with home countries or areas of origin.

Where an individual whom we have supported into stable accommodation needs (and asks for) more assistance to sustain a more settled life, we provide tenancy support for as long as is needed to achieve a long-term positive outcome.

232 guests seen for advice/assistance

38 (16%) of guests seeking advice were female

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Casework Report**

With the expansion of the night shelters and the rise in homelessness in London, we knew more guests would seek our services this year than ever before. We also faced additional opportunities and challenges due to changes in the welfare and benefits regime.

In preparation, we employed a second full-time caseworker, Naomi, for the winter, and Mana, a member of our overnight staff with social work expertise provided further back-up.

These additional staff enabled us to make casework sessions available four, rather than only three, days a week, to engage proactively rather than reactively with guests, and to spend more time with those most in need and/or with the most complex situations.

From a logistical point of view, providing casework to guests of the new circuit wasn't straightforward. We use the Narthex drop-in centre at Chelsea Methodist Church for casework sessions, but as it was already at full capacity with one circuit of shelters, we could not direct guests of the second circuit to this location. Instead, we spent more time at the shelters in the evenings and used the Narthex drop-in on an appointment-only basis, outside drop-in hours, and where appropriate we actively directed guests to other local services. This approach was largely successful but it was abundantly clear that a second drop-in centre would be essential if a second shelter circuit were to be repeated.

### ***Changes affect Eastern Europeans***

The shifting context of our work brought new hope for some of our guests, but further frustration for others. Almost half of the guests who access our casework service are A8 nationals, and since benefit restrictions for A8s have now lapsed, many guests who previously had virtually no possible routes off the street now had opportunities. Inevitably this brought a spike in the amount of work done around benefits. However, Romanians and Bulgarians remain barred from benefits and our work with them remains focussed on supporting them to find work or reconnection to their home country.

### ***The private rental sector more difficult to access***

A more concerning change in the landscape has been the "clogging up" of routes to support homeless people into private rented accommodation. As social housing stock dwindles and hostels close in the wake of austerity measures, homeless people are pushed more and more towards the private sector. This has always been our main avenue for helping those able to live independently to get off the streets, as our open-access policy means most of the people who come to us have already exhausted all other options, but now the pressure for the limited supply of PRS accommodation is greater than ever before.

The few charities that help the homeless to access landlords who accept Housing Benefit (and are not turned off by lack of a deposit) are finding demand far outstripping supply. New caps to housing benefits have made it a less attractive prospect for landlords considering new tenants, and as a result of the caps and age-related changes to benefit levels we have also started to see settled tenants lose their homes.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Casework Report, continued**

Even where accommodation is accessible via private rental schemes, the wait between acceptance and accommodation is now more frequently measured in months than weeks, some guests who were quickly referred to such schemes at the start of the shelter season were still waiting for a firm offer by the end of it

Access to hostels is increasingly limited to those approved by local authorities. Maintaining good relationships with government-funded services is key to helping move people into the system, and we continue to have regular contact with Kensington & Chelsea's Social Inclusion Team. As our second shelter circuit becomes established in Hammersmith & Fulham, and as statistics show we are seeing more and more guests who have been rough sleeping in Westminster, we want to strengthen our relationships with those boroughs too.

### ***New scheme gets mixed reviews***

We are often asked about the impact of No Second Night Out, a government initiative seeking to get the newly homeless back off the street fast by referring them into a central hub that assesses their needs and makes a "single service offer" – usually accommodation or reconnection. We have seen positive results with people with a local connection in London securing accommodation. However, if someone is deemed to have a local connection elsewhere – be it Leicester or Latvia – and refuses reconnection to that area, they can no longer use the NSNO hub and are also unable to access a number of other linked services, such as day centres.

Unfortunately, we have seen guests who refuse reconnection end up back on the streets, with most mainstream services then unable to work with them.

Frustratingly, although many of our shelter guests are newly homeless, we cannot refer them to NSNO as they must first be verified as rough sleepers – i.e. actually sleeping on the street. Most newly homeless people will do anything to avoid a night on the street. Faced with the choice between sleeping rough or a night in the warmth and safety of a church hall, they understandably prefer the latter. These newly homeless people therefore could not access NSNO until the shelters closed and they were forced to take to the streets, where they could be verified as rough sleepers by the Outreach Teams – a sad outcome for them and for us.

### ***Success with complex situations***

Other homeless guests have extremely complex situations, and inevitably much casework time can be focussed on a minority of guests whose situations do not lend themselves to quick fixes. Shockingly, two pregnant women used our shelters for significant lengths of time. For one, we found accommodation when local authorities had refused to help. The other we linked to reconnection services. We also saw a hugely increased need to support casework guests for substance use and mental health issues compared to previous years.

We believe the success we achieved in difficult and challenging situations vindicated the more proactive approach our expanded casework service was able to take this year. For many guests, the end of our shelters brings the uncertainty and danger of a return to the streets, and even getting into settled accommodation is not always an end to their problems.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Casework Report, continued**

We try, by providing a casework service with the knowledge, compassion and commitment to support our guests as fully as possible, to ensure that all who come to us can have not only their basic needs for food and shelter met, but also be given an opportunity to rebuild and move on with their lives

“Shockingly, we had two pregnant women in our shelters this year ”

“The hope is that we leave those that come to us in crisis in a stable, supported situation off the streets,” says caseworker Neil Parkinson

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Our Guests**

People who find themselves sleeping rough are often the most vulnerable, marginalised and socially-excluded members in our society. They might struggle with a range of challenges, including addictions and mental or physical health problems. Often the breakdown of a relationship — perhaps the death of a parent or separation from a partner — will compound the problem.

But with both joblessness and cuts to social housing on the rise, more and more people are finding themselves in precarious positions.

Huge inequalities exist within the boroughs where we have shelters. Kensington & Chelsea contains the fifth highest number of rough sleepers in the country, despite enjoying the highest incomes and property values in the UK. Some wards rank amongst the nation's most deprived.

But within the shelters, guests and volunteers can be hard to tell apart. "After a meal and a chat, your world is a little less small," says a shelter volunteer.

The following stories give some background on four of our homeless guests. Some situations of homeless guests lend themselves to more straightforward solutions, while others (like Larry and David\*) need on-going, committed support.

\*Names have been changed and representative photos used to protect anonymity.

Alicia became homeless when she left her abusive boyfriend. She was pregnant and had nowhere to go. She put her puppy in a kennel and asked the local authority for help. After being told they couldn't, she showed up at the homeless shelter six months pregnant.

After her first night, one of our case workers arranged to meet with Alicia to discuss options. We contacted the Local Authority, who told us that Alicia had been unwilling to provide the information required in order for them to consider helping her.

We liaised between Alicia and the Housing Officer and provided some of the extra information they wanted. After this, they thought they might be able to place her in temporary accommodation, but later said they still required more information about the situation she had left.

Alicia was not willing to provide more information because she had been a victim of domestic violence and feared for her safety. She didn't want any link between her and her boyfriend who she feared would come after her.

Volunteers found pregnancy jeans and vitamins for Alicia while our case-workers looked for options. After three weeks in our shelters, we managed to arrange a place for Alicia in a refuge outside of London and put her on a train to get there.

Three months later, we received a call from Alicia thanking us and informing us that she and her new baby were doing well.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Our Guests, continued**

Sam, in his twenties and Polish, speaks English well and had worked in UK but had lost his documents. Unable to get further employment, he turned up at the shelters in December 2011.

We helped him to make calls and fill in forms to request confirmation of his National Insurance Number. Once this was received, we helped him to make a claim for Job Seekers' Allowance, which was granted.

Meanwhile he had applied for his passport to be replaced and we helped him towards the cost of this. We also helped him to apply for a tax refund, which he was granted, as he had only worked for short periods in the previous year.

Once his benefits and ID were in place we were able to refer him to a rent deposit scheme, which found him a place in a shared house in rented accommodation.

Both before and after being accommodated, Sam was doing voluntary work and taking courses with a view to finding a job.

We can find straightforward solutions for some guests, but many (like Larry and David\*) need on-going, committed support.

Larry, a British man in his fifties, first came to the drop-in centre in September. He had been living in Fulham but became homeless after his relationship broke down. Larry had contacted the local outreach team, but since police regularly moved him on, he was having trouble finding a regular sleeping site to tell the outreach team where they could find him. We then only saw him occasionally until he joined the night shelter in February.

We then had regular contact and talked to Larry about rent deposit schemes and other housing options. However, by then he had lost his ID (a common problem for those without a fixed address). As he was born locally, we were able to go with him to Fulham Town Hall and pay for a new birth certificate.

We continued to encourage Larry to access rent deposit schemes, but -- at the point when the shelters closed -- he had not made any progress. As the shelters were closing, we were only then able to make a referral to the No Second Night Out scheme, and he was picked up from the street and taken to the assessment hub. From there, he was referred into temporary accommodation.

However, Larry told us when we saw him three months later that he had been asked to leave the accommodation in North London because he missed an appointment. He was moving back to Hammersmith & Fulham, and we again encouraged him to link in with the local outreach team. We offered to make a referral once he had established a regular sleep-site.

His situation remains unresolved.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Our Guests, continued**

David, a British man in his twenties, started sleeping at our shelters in February. He had come from outside London where he had become homeless after his landlord changed the locks. David said he couldn't go back.

He had already been interviewed by a rent deposit scheme, so we followed this up for him. We confirmed they were waiting for a suitable place to become available.

After a few weeks in the shelter, David appeared to be neglecting his appearance and staff reported he was talking to himself and constantly scribbling notes. He also seemed to have trouble processing information given to him about another rent deposit scheme and went to the wrong part of London to try to register with them.

The Casework Service made an effort to spend time with David whenever we were in the shelter, asking staff to observe him for any further signs of deterioration. We also contacted other services he had been in touch with. They confirmed David was known to have a diagnosis of schizophrenia.

After continued relationship building, David told us that he experienced auditory hallucinations, paranoia and suicidal thoughts. He also let us know he was not taking his medication. He continued to ask for help with housing, and we discussed hostel referrals.

We made an appointment to accompany him to a local psychiatric drop-in to have a mental health assessment. However, David expressed reservations about this and did not turn up. He also did not attend an appointment made to look into hostels.

Shortly after, David disappeared from the shelters. However, he stayed in contact with us by phone and continued to seek our advice. Unfortunately, David's medical condition means he needs extra support, which in turn makes it even harder for him to find a hostel place. His situation also remains unresolved.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Plans for the Future**

The number of local people without a permanent address continues to climb. When we appealed to local churches and supporters to help us double the amount of beds we could offer from January to the end of the season in March 2012, many answered the call.

Now, plans are in place to continue to open two shelters every night for the whole of next year's season, from November 2012 to March 2013.

But people without a home need more than just a warm place to sleep. They need help to find solutions to their situation, and they need showers and laundry facilities. This year, we are fundraising to also extend our casework and drop-in day services.

Fundraising is a greater challenge than ever. However, our experienced staff infrastructure, coupled with our network of generous venue churches and dedicated volunteers, will enable us to double our capacity for less than a 40% increase in costs and achieve a cost per bed space of only £19.

"More and more people will need a safe haven like ours if the job market and the lack of social housing remain the way they are" - Senior Project Manager Steven Platts

Government statistics show that rough sleeping has risen in England by 23% in the last year. Across London, homelessness is up by 27.4%.

<b>Goal for 2012-13*</b>		
<b>2 night shelters</b>	<b>2 drop-in centres</b>	<b>3 or 4 caseworkers</b>
To provide at least 70 places per night (100 in extreme cold weather) across two safe and welcoming night shelter circuits for the whole winter season (November to March), while trying to help individuals whom we cannot accommodate with advice and redirection.	To provide practical, relevant and effective day services for shelter guests and other homeless people year-round, with sufficient winter reinforcement to meet the volume of need generated by two night shelter circuits.	To support shelter guests and other homeless people towards successful outcomes in the areas of accommodation, training, work, access to benefits and reconnection to home areas or countries.

### **We Need**

venue churches  
dedicated volunteer teams  
second day centre ready to open  
committed staff and trustee team  
£390,000 raised\*

\*for which we turn, as ever, to the on-going support of our many generous existing donors AND, we hope, to new funders willing to help us meet the crisis in homelessness facing London this winter.



## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Financial Review**

The Charity's strategy in the year 2011-2012 was to increase its services for homeless people in West London, by running a second circuit of night shelters to double our capacity. We had built up sufficient reserves during 2010-2011 to do this prudently, and our aim was achieved. As a result of the set-up and running costs of the second circuit, the Charity had greater expenditure than revenue raised during the year, with the extra spend paid out of reserves as anticipated at the start of the year.

Total expenditure for the year ending 31<sup>st</sup> March 2012 was £295,830 (compared to £199,154 for the year end March 2011). Funds raised during the same period were £237,401, 6% lower than to the year end March 2011 (£252,207). As our shelter space and volunteers are provided at no cost to the Charity, the main cost (75%) was in relation to staffing (£223,896).

The trustees' decision to increase our services last winter by spending down part of our reserves (which at the start of the year were higher than required by our reserves policy) led to a reduction in cash at the Charity's bank from £260,489 to £212,696 at the year end. The overall effect has been to bring our reserves position more in line with our long-term reserves policy, although our reserve is now slightly below where we would wish it to be rather than somewhat above.

At 31<sup>st</sup> March 2012 the total reserves carried forward were £202,881 (2010/2011 - £261,310) of which restricted funds amounted to £24,000 for the costs of the Senior Project Manager, £1,000 for the night shelter and £350 for the van. The remaining £177,531 is held as unrestricted reserves.

Donations came through a combination of grants, individual giving, church donations and events. No statutory funding was received by WLCHC. Churches provided 12% of our funds, 65% came from charitable trusts and 23% from individual donations. Details of contributions received and outgoing expenditures are provided in the Financial Statements section of this report.

Many of the donors who helped us this year are listed at the back of this report. We are deeply grateful for their generosity and their contributions, whether in cash or in-kind by way of food donations, the free loan of premises, the participation of their volunteers or their involvement in a fundraising event. Together they have made it possible for WLCHC to continue its work for another year.

### **Reserves Policy**

As part of the annual review of our reserve policy, WLCHC assesses the financial risks surrounding our future ability to provide our services to the homeless of West London.

The Charity aims to hold at all times, in cash or short-term deposits, 65-85% of its annual budgeted operational costs. This reserve is to ensure that the Charity can continue to operate in the face of unforeseen, short-term events that reduce our fundraising capability or increase running costs. Our cost of raising funds is very low as we aim to carry no excess staff cost.

And, although we are consistently astounded by the generosity of our donors, in the current economic climate of uncertainty and government spending cuts, we anticipate that some income sources may reduce, especially with greater competition for financial support.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Reserves Policy, continued**

The trustees consider the reserves policy to be set at a sensible level to deal with the Charity's affairs in an orderly and practical way

Our 2012-2013 budget is set at a level that reflects our plans to expand the shelter circuit and services to meet growing demand, with the intention of gradually restoring our reserve in line with our policy

### **Structure, Governance & Management**

#### **Constitution**

West London Churches Homeless Concern (WLCHC) is a registered charity and company limited by guarantee and is governed by its Memorandum and Articles of Association. The company was incorporated on 17<sup>th</sup> March 2000 and registered as a charity on 6<sup>th</sup> November 2000.

#### **Appointment of new trustees**

New trustees are recruited on a periodic basis and are appointed in accordance with clauses 30-32 of the Articles of Association. Induction and training of new trustees is carried out by the trustees with support from the Senior Project Manager.

#### **Governance, committee structure and decision making**

WLCHC is run by a board of trustees that meets on at least a quarterly basis (approximately eight times a year). A standing committee of five Trustees meets as required to attend to any urgent items.

The work of the board of trustees is supported by a number of sub-committees responsible for overseeing specific areas of activity. All significant strategic, financial and managerial decisions are made at the board level and operational decisions are delegated to the sub-committees. Key staff members and volunteers may attend the trustee and relevant sub-committee meetings.

The trustees determine which operational decisions can be made by the Senior Project Manager and delegate accordingly.

#### **Partnerships**

In pursuit of our charitable objective, we co-operate with several other charities, organizations and agencies.

Our partner churches, listed on page 5, provide much appreciated venue space and volunteer teams.

Our night shelters are part of a loose network of mostly borough-specific night shelter projects. We are members of Housing Justice, a faith-based charity which positions itself as the voice of church action on homelessness and facilitates networking opportunities with the national night shelter movement.

We also work with several charities and statutory bodies engaged with homeless people in West London, such as the Upper Room in Hammersmith and the Kensington & Chelsea Social Inclusion Team.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Risk assessment**

The trustees have recognised that there are risks to which the Charity is exposed. Systems have been established to mitigate known risks, including financial controls, employment procedures, agreements with participating churches and volunteer training.

### **Statement of trustees' responsibilities**

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

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

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and accounting estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping 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.

In so far as the trustees are aware

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

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Statement of trustees' responsibilities, continued**

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 trustees who served during the year and up to the date of this report are set out on page 20.

Approved by the trustees and signed on 7 August 2012 on their behalf by

Rev Bran Leathard (Chair)

A handwritten signature in black ink, appearing to read 'Bran Leathard', is written over the printed name.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Volunteers**

WLCHC would not be able to function without its large and dedicated group of volunteers. Each venue provides its own volunteer team – giving us a total of more than 300 volunteers over the winter shelter period.

The volunteers help set up the shelters, cook and serve food, and eat meals with the homeless guests. It is their involvement and approach that makes the shelters special.

This year, we were lucky to have an interfaith group volunteer to help over the Christmas period, when many of our volunteers are busy with family commitments. Several Chelsea Pensioners also volunteered this year at the shelter at St Columba's Church of Scotland.

"I didn't want to celebrate New Year's Eve in 2004 after the tsunami, so I walked into Flood Street. I started cooking a year later. Giving up my Friday nights was difficult to begin with, but it soon became the only thing I wanted to do. My friends are the guests, volunteers and workers. I'm very lucky."  
- Asitha Ameresekere, Flood Street cook and BAFTA-winning filmmaker

Volunteers from all backgrounds and faiths cook, serve food and share a meal with our homeless guests. "It's great for volunteers to come together from all walks of life," says Rev Will Leaf of St Dionis Church in Parsons Green.

"Here, you can see first-hand what effect your time and help for an organization has on people."  
- Claire, volunteer at Chelsea Methodist Church

"Volunteering was so obviously the right thing to do. But I enjoyed it so much. It is its own reward."  
- Andrew, volunteer at St Mary's in Putney

"Giving back to those less fortunate is very important. And I feel I receive so much more than I give. It is the highlight of my week."  
- Jodi, volunteer at St Paul's & St Augustines

"I want to spend some time doing something for others. I find guests and staff brilliant and inspiring."  
- Cat, volunteer at Chelsea Methodist Church

### **Staff**

Thanks to our teams of capable and committed volunteers, we are able to run our operation with a small but dedicated staff team. Year-round we employ a Senior Project Manager and Caseworker. During the winter months we also employ additional Project Managers and Caseworkers, and a pool of Overnight Project Workers.

"The most rewarding thing about my job? It's knowing we quite literally saved several lives."  
- Senior Project Manager Steven Platts

"Because of all the in-kind support we receive, we can double our capacity for less than 40 per cent increase in costs."  
- Trustee & Treasurer Hugo Llewelyn

"We try to ensure that all who come to us be given an opportunity to rebuild and move on with their lives."  
- Caseworker Neil Parkinson

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Trustees, Senior Management & Advisors**

**Trustees**, who are also directors of the company, give their time voluntarily and without remuneration. They were, for the time under review

Paul Cowley

Jonathan Heawood

Stacy Jansz

Melissa Kerschen

Brian Leathard (Chair of Trustees)

Hugo Llewelyn

Shuna Mason

Judith Roberts

Michael Sawyer

Amanda Sheppard

John Sinik

Pam Tetlow (resigned Oct 2011)

### **Senior Management**

Steven Platts

### **Professional Advisers**

#### **Auditor**

George Hay & Company

Chartered Accountants & Statutory Auditors

83 Cambridge Street

London SW1V 4PS

#### **Banker**

HSBC, 22 Victoria Street

London SW18 0NJ

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Thank You**

We would like to thank all the volunteers, schools, churches, partners, individuals, corporations, trusts and foundations whose contributions made it possible to continue our work during the year. Here we acknowledge just some of our wonderful supporters.

### **TRUSTS AND FOUNDATIONS**

29th May 1961 Charitable Trust

Albert Hunt Trust

Alchemy Foundation, The

Alma Jean Henry

Beatrice Laing Trust

Big Give Foundation

Chelsea Non-ecclesiastical Charities

Christ Church Hall of Remembrance Trust

Cotton Trust

Coutts Charitable Trust

Daisy Trust

Daughters Of the Cross

De Laszlo Foundation

Fitton Trust, The

Gibbs C Trusts

Inner London Magistrates Charity

John Laing Charitable Trust

Kensington & Chelsea Foundation

Leeds Building Soc. Charitable

Foundation

Lionel Wigram MT

Oak Foundation

Park House Charitable Trust

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Thank You, continued**

Pret Foundation

Rank Foundation

Rowan Charitable Trust

Sir Cliff Richard Charitable Trust

Smith, Henry Charity

Souter Charitable Trust

Stella Symons Charitable Trust

StreetSmart

William Allen Young Charitable Trust

Woodward Charitable Trust

Westminster Foundation

### **RELIGIOUS INSTITUTIONS**

All Saints Church Fulham

All Saints Church Tooting

All Souls Church Langham Place

Askew Road Church

Barnes Methodist Church

Central Hall Westminster

Chelsea Methodist Church

Chelsea Old Church

Christ the Saviour Church Ealing

*Chrst Church, Chelsea\**

Daughters of the Cross

East Hill Baptist Church

Fetter Lane Moravian Church

First Church of Chrst (Scientist)



## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Thank You, continued**

German Chrstchurch

Holy Ghost & St Stephen RC Church

Holy Trnity Brook Green

Kensington Unitanans

Mortlake with East Sheen Team Ministry

Our Lady of Dolours Servite Church

Our Lady of Fatima

Our Lady of Perpetual Help (Parish of Our Lady, Tynemouth St)

Our Most Holy Redeemer & St

Thomas More Church

Putney Methodist Church

Rivercourt Methodist Church

Royal Hospital Chelsea

Russian Orthodox Church,

Ennismore Gardens

St Alban's Fulham

*St Barnabas Kensington\**

*St Columba's Church of Scotland\**

*St Dionis Church, Parsons Green\**

St Helen's Church

St John with St Andrew

*St John's Church, World's End\**

*St Luke's Chelsea\**

*St Lukes Church, Redcliffe Gardens\**

St Mary Abbots Church

St Mary's Barnes Team Ministry

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Thank You, continued**

*St Mary's Church Putney\**

St Mary's Church Wimbledon

St Mary Church The Boltons

*St Paul's Church, Onslow Square\**

*St Paul's Hammersmith\**

St Peter's Church Fulham

*St Simons Rockley Road\**

Sisters of Nazareth

Southfields Christian Fellowship

Twickenham Methodist

### **COMPANIES**

Associated Newspapers

Baby Cow Productions

Mountgrange Investment

Sciteb LTD

Scorpio Partnership

### **SCHOOLS**

Cameron House School

Harrodian School

Ravenscourt School

Garden House School

Kensington Prep

Christchurch Primary School

Our Lady of Victories

Glendower Prep

*\* Churches in italics provided venues for nightshelters*

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **We Need Your Help**

WLCHC provides shelter, support and hope to some of West London's most vulnerable men and women. We are open to all, and we do not proselytise. To help keep our doors open, we rely on the generosity of individuals, churches, trusts and foundations. Here are some ways to help.

#### **Volunteer**

Volunteers set up our shelters, cook, serve food and eat with our guests.

#### **Donate**

You can make a one-off or regular donation online or by post.

#### **Fundraise**

Some of our supporters have raised money for us by sponsored runs or by organising events like coffee mornings, cake sales, garage sales, concerts and theatrical production. Others have elected WLCHC as their company's Charity of the Year.

"I would like to thank you for all your help and support that led me out of being homeless. Your work is extremely beneficial to homeless people. You do the right thing in the right way." – letter from former homeless guest.

**West London Churches Homeless Concern  
Annual Report 2011-2012**



**Independent Auditor's Report to the Members of  
West London Churches Homeless Concern**

We have audited the financial statements of West London Churches Homeless Concern for the year ended 31<sup>st</sup> March 2012 which comprise the Statement of Financial Activity, the Balance Sheet, and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the requirements of the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees' Responsibilities set out in the annual report, the trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

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

**Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements.

## **West London Churches Homeless Concern Annual Report 2011-2012**

### **Opinion on financial statements**

In our opinion the financial statements

- give a true and fair view of the state of the charity's affairs as at 31<sup>st</sup> March 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
- have been prepared in accordance with the requirements of the Companies Act 2006

### **Opinion on other requirement of the Companies Act 2006**

In our opinion the information given in the Trustees' Annual Report for the financial year ended 31<sup>st</sup> March 2012 for which the financial statements are prepared is consistent with the financial statements

### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- the charity has not kept adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit or
- the trustees were not entitled to prepare the financial statements and the Trustees' Annual Report in accordance with the small companies' regime



**Andrew P C Fox (Senior Statutory Auditor)  
For and on behalf of George Hay & Company  
Chartered Accountants & Statutory Auditors  
83 Cambridge Street  
Pimlico  
London SW1V 4PS  
8<sup>th</sup> August 2012**

**West London Churches Homeless Concern**  
**Annual Report 2011-2012**

**Company number: 03950659 Charity number: 1083203**

**Statement of Financial Activities**  
**(Including Income and Expenditure Account)**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2012**

	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds 2012 £	Total Funds 2011 £
<b>Incoming Resources</b>					
Incoming Resources from generated funds					
Voluntary Income -					
Donations and Grants	2	48,500	188,901	237,401	240,755
Fund raising events		-	-	-	10,978
Investment Income -					
Bank Interest		-	-	-	474
<b>Total Incoming Resources</b>		<b><u>48,500</u></b>	<b><u>188,901</u></b>	<b><u>237,401</u></b>	<b><u>252,207</u></b>
<b>Resources Expended</b>					
Cost of generating funds					
Cost of generating voluntary					
Income	3	-	10,342	10,342	9,293
Fund raising event	3	-	-	-	698
Charitable Activities	3	52,219	228,624	280,843	184,597
Governance Costs	3	-	4,645	4,645	4,566
<b>Total Resources Expended</b>		<b><u>52,219</u></b>	<b><u>243,611</u></b>	<b><u>295,830</u></b>	<b><u>199,154</u></b>
<b>Net Incoming Resources</b>					
Net income/(expenditure)					
For the year		(3,719)	(54,710)	(58,429)	53,053
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>29,069</u>	<u>232,241</u>	<u>261,310</u>	<u>208,257</u>
<b>Total Funds carried forward</b>		<b><u>25,350</u></b>	<b><u>177,531</u></b>	<b><u>202,881</u></b>	<b><u>261,310</u></b>

**West London Churches Homeless Concern**  
**Annual Report 2011-2012**

**Company number: 03950659 Charity number: 1083203**  
**Balance Sheet**

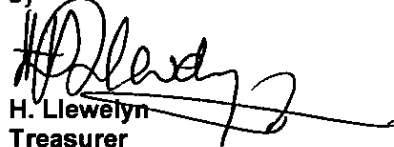
**AS AT 31<sup>ST</sup> MARCH 2012**

	Notes	£	2012 £	£	2011 £
<b>TANGIBLE ASSETS</b>					
Fixed assets	8		4,799		1,610
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		212,696		260,489	
Debtors	9	<u>4,029</u>		<u>21,628</u>	
		216,725		282,117	
<b>CREDITORS. Amounts</b>					
Falling due within one year	10	<u>(18,643)</u>		<u>(22,417)</u>	
<b>NET CURRENT ASSETS</b>			<u>198,082</u>		<u>259,700</u>
<b>NET ASSETS</b>	11		£ <u>202,881</u>		£ <u>261,310</u>
 <b>Unrestricted Funds</b>	12		 177,531		 232,241
<b>Restricted Funds</b>	12		<u>25,350</u>		<u>29,069</u>
<b>TOTAL FUNDS</b>			£ <u>202,881</u>		£ <u>261,310</u>

The notes on pages 30 to 35 form an integral part of these financial statements

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

The accounts were approved by the Board of Trustees on 8 August 2012 and were signed on its behalf by

  
H. Llewelyn  
Treasurer

# **West London Churches Homeless Concern**

## **Annual Report 2011-2012**

### **Notes to the Financial Statements**

#### **1. Accounting Policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

##### **Basis of Accounting**

The financial statements have been prepared on a going concern basis under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2005) issued in March 2005 as revised in May 2008, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the provisions applicable to smaller companies subject to the small companies regime under the Companies Act 2006.

The Charity meets the relevant conditions and the size criteria for treatment as a small company. Consequently, the Charity is exempt under the terms of the Financial Reporting Standard No 1 from publishing a cashflow statement.

##### **Fund Accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

##### **Incoming Resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income when appropriate:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity only where this can be quantified. The value of the nightly shelter venues provided at no charge by churches is not quantified and has not been included in these accounts. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.



# West London Churches Homeless Concern

## Annual Report 2011-2012

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2012 - CONTINUED

#### Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT that cannot be fully recovered, and is reported as part of the expenditure to which it relates.

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. time or estimated usage basis as set out in Note 3.

#### Hire Purchase and Leasing Commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

#### Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. The cost of minor additions or those costing below £250 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at 4 years.

## 2 Donations and Grants

	Unrestricted £	Restricted £	2012 Total £	2011 Total £
Churches	28,685	-	28,685	26,589
Charitable Trusts and Other Charities	105,292	48,500	153,792	162,098
Donations	<u>54,924</u>	<u>-</u>	<u>54,924</u>	<u>52,068</u>
	<b><u>188,901</u></b>	<b><u>48,500</u></b>	<b><u>237,401</u></b>	£ <u>240,755</u>

**West London Churches Homeless Concern**  
**Annual Report 2011-2012**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2012 - CONTINUED**

**3 Resources Expended**

	Basis Of Allocation	Cost of Generating Funds £	Night Shelter £	Key Working £	Laundry £	Govern- ance £	Total £
<b>Costs directly allocated to activities</b>							
Staff costs (note 5)	Direct		145,401	28,613	16,971		<b>190,985</b>
Caseworker's expenses	Direct			1,251			<b>1,251</b>
Fundraising event	Direct	226					<b>226</b>
Recruitment & training	Direct		7,770				<b>7,770</b>
Catering	Direct		28,889				<b>28,889</b>
Cleaning & Laundry	Direct		990		110		<b>1,100</b>
Travel expenses	Direct		198				<b>198</b>
Van expenses	Direct		3,896				<b>3,896</b>
Insurances	Direct		1,102				<b>1,102</b>
Audit	Direct					2,436	<b>2,436</b>
		226	188,246	29,864	17,081	2,436	<b>237,853</b>
<b>Support costs allocated to activities</b>							
Premises	Usage	317	4,949	317	635	127	<b>6,345</b>
Management staff	Time	6,582	23,038	1,646	658	987	<b>32,911</b>
Printing, post & Stationery	Usage	2,244	1,486	381	38	-	<b>4,149</b>
Bookkeeping & admin	Usage	238	4,101	963	149	1,029	<b>6,480</b>
Communications	Usage	232	813	116	-	-	<b>1,161</b>
Computer	Usage	312	1,092	156	-	-	<b>1,560</b>
Repairs & maintenance	Usage	27	430	27	54	-	<b>538</b>
Sundry expenses	Usage	132	2,050	132	263	53	<b>2,630</b>
Bank charges	Usage	32	496	32	64	13	<b>637</b>
Depreciation	Usage	-	1,566	-	-	-	<b>1,566</b>
		<u>10,342</u>	<u>228,267</u>	<u>33,634</u>	<u>18,942</u>	<u>4,645</u>	<u><b>295,830</b></u>

Expenditure on Charitable Activities (Night Shelter, Casework and Laundry) is made from both restricted and unrestricted funds

**4 Net Incoming Resources for the Year**

Stated after charging

	2012 £	2011 £
Depreciation	1,566	1,260
Auditors' Remuneration	2,436	2,400

**West London Churches Homeless Concern**  
**Annual Report 2011-2012**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2012 – CONTINUED**

**5. Staff Costs**

Staff costs were as follows

	2012 £	2011 £
Salaries and wages	208,366	140,825
Social security costs	<u>15,530</u>	<u>12,154</u>
	<b>£ <u>223,896</u></b>	<b>£ <u>152,979</u></b>

During the 22 week period in which the Night Shelter was in operation, the average weekly number of employees was 20 (2011 16)

For the remainder of the year, the average number of employees, calculated on a full time equivalent basis were 6 (2011 4)

**6. Trustee Remuneration and Related Party Transactions**

Neither the Trustees, nor any person connected with them, received remuneration, or expenses, of any kind during the year or the previous year

There were no related party transactions during the year (2011 none)

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year or the previous year

**7. Taxation**

The company is exempt from corporation tax on its charitable activities

**8. Tangible Fixed Assets**

**Tangible Fixed Assets**

	Motor Vehicles £	Office Equipment £	Total £
<b>Cost of equipment</b>			
At 1 <sup>st</sup> April 2011	3,500	3,596	7,096
Additions	<u>4,755</u>	<u>-</u>	<u>4,755</u>
At 31 <sup>st</sup> March 2012	<u>8,255</u>	<u>3,596</u>	<u>11,851</u>
<b>Depreciation</b>			
At 1 <sup>st</sup> April 2011	1,890	3,596	5,486
Charge for the year	<u>1,566</u>	<u>-</u>	<u>1,566</u>
At 31 <sup>st</sup> March 2012	<u>3,456</u>	<u>3,596</u>	<u>7,052</u>
<b>Net Book Value</b>			
31 <sup>st</sup> March 2012	<b>£ <u>4,799</u></b>	<b>£ <u>-</u></b>	<b>£ <u>4,799</u></b>
31 <sup>st</sup> March 2011	<b>£ <u>1,610</u></b>	<b>£ <u>-</u></b>	<b>£ <u>1,610</u></b>

**West London Churches Homeless Concern**  
**Annual Report 2011-2012**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2012 - CONTINUED**

**9. Debtors**

	2012 £	2011 £
Gift Aid - Income tax repayment due to donations	1,999	3,690
Sundry debtors	-	17,181
Prepayments	<u>2,030</u>	<u>757</u>
	<b>£ 4,029</b>	<b>£ 21,628</b>

**10. Creditors: amounts falling due within one year**

	2012 £	2011 £
Taxation and social security	11,201	5,776
Other creditors and accruals	<u>7,442</u>	<u>16,641</u>
	<b>£ 18,643</b>	<b>£ 22,417</b>

**11. Analysis of Net Assets between Funds**

	Restricted Funds £	Unrestricted Funds £	2012 Total Funds £	2011 Total Funds £
Fixed assets	350	4,449	4,799	1,610
Current assets	25,000	191,725	216,725	282,117
Current liabilities	<u>-</u>	<u>(18,643)</u>	<u>(18,643)</u>	<u>(22,417)</u>
	<b>£ 25,350</b>	<b>£ 177,531</b>	<b>£ 202,881</b>	<b>£ 261,310</b>

**12. Movement in Funds**

	1 <sup>st</sup> April 2011 £	Incoming Resources £	Outgoing Resources £	Transfers £	31 <sup>st</sup> March 2012 £
<b>Restricted Funds</b>					
Night Shelter	-	12,500	11,500	-	1,000
Senior project manager	23,267	36,000	35,267	-	24,000
Van	1,610	-	1,260	-	350
Laundry	<u>4,192</u>	<u>-</u>	<u>4,192</u>	<u>-</u>	<u>-</u>
<b>Total restricted funds</b>	<b><u>29,069</u></b>	<b><u>48,500</u></b>	<b><u>52,219</u></b>	<b><u>-</u></b>	<b><u>25,350</u></b>
<b>Unrestricted Funds</b>					
General fund	<u>232,241</u>	<u>188,901</u>	<u>243,611</u>	<u>-</u>	<u>177,531</u>
<b>Total Funds</b>	<b><u>261,310</u></b>	<b><u>237,401</u></b>	<b><u>295,830</u></b>	<b><u>-</u></b>	<b><u>202,881</u></b>

**West London Churches Homeless Concern  
Annual Report 2011-2012**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2012 - CONTINUED**

**Purposes of Restricted Funds**

The Night Shelter Fund is specifically to meet the cost of providing and staffing night shelter accommodation for the homeless, and any expenses incurred in providing such accommodation

The Laundry Fund is specifically to meet the cost of providing laundry facilities for homeless people, and any expenses incurred in providing such facilities

Casework is specifically to meet the costs of providing assistance and referral services to night shelter guests