

Registered charity number
1110841

Registered company number
05442501

The Zacchaeus 2000 Trust
(A company limited by guarantee)

Report and Accounts

31 December 2013

Z2K

www.z2k.org

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COMPANIES HOUSE

**The Zacchaeus 2000 Trust
Statement of Principles
for the year ended 31 December 2013**

The trustees have agreed the following statement of principles which underpins all the charity's work:

We will combat poverty, ill health and educational under-achievement.

We will promote the improvement of living and working conditions on the basis of economic and social justice in pursuit of a society that is fully inclusive of people of every race, colour and creed through the provision of evidence based policy alternatives to government.

We will pursue policies that are rooted in the experiences of the disadvantaged and excluded people of the United Kingdom, and the work of NGOs among them. They will be designed to reform the structures that create those conditions.

We oppose discrimination and inequality, both between men and women and between generations.

We are aware of the pressures placed upon the national economy and society by the globalised free market, and will promote an economy in the United Kingdom aiming to generate the conditions of full employment in which all can share the burdens and opportunities of a democratic nation.

We will operate without allegiance to any political party while promoting, vigorously, policies that are consistent with the Statement of Principles to all political parties and the government of the day.

The Zacchaeus 2000 Trust
Legal and Administrative Information
for the year ended 31 December 2013

Reference and administrative information

| | | | |
|------------------------------|--|----------------------------|--|
| Charity name: | The Zacchaeus 2000 Trust | | |
| Charity registration number: | 1110841 | | |
| Company registration number: | 05442501 | | |
| Correspondence address: | First Floor Rear 34 Grosvenor Gardens London SW1W 0DH | Registered office address: | First Floor Rear 34 Grosvenor Gardens London SW1W 0DH |

Founding Patron

The Rt. Revd. Robert Runcie (1996 - 2000)

Patrons

| | |
|---|----------------------------|
| Sir Henry Brooke Q.C. | Appointed 4 February 2014 |
| Lady Antonia Fraser OBE | Appointed 10 February 2014 |
| Lady Victoria Getty | |
| H.E.Cardinal Cormac Murphy-O'Connor | Resigned 4 February 2014 |
| Jeremy Paxman | |
| The Duke of Richmond and Gordon | |
| Sandi Toksvig | |
| The Most Rev. and Rt Hon Justin Welby | Appointed 8 November 2013 |
| The Most Rev. and Rt. Hon. Rowan Williams | Resigned 31 December 2012 |

Trustees and Directors

Jan M A Luba QC
 Baljit Badesha
 Lizzie Cadbury
 Hannah Elizabeth Fearn
 Natalie Leanna Simone Foster
 Siobhan M Garibaldi
 Anthony N Goodfellow
 Frank J McDowell
 James J Morris
 The Revd. Paul R Nicolson
 Maev Sullivan

Chair
 Appointed 23 October 2013
 Appointed 23 July 2013
 Appointed 3 February 2014
 Appointed 3 February 2014
 Resigned 26 July 2013
 Resigned 30 September 2013

Company Secretary

Maev Sullivan Appointed 13 July 2013

CEO

Joanna Kennedy

Administrator

Lilian Lee

Independent Examiner

Aarti Bajrangee ACA FCCA
 8th Floor
 89 Embankment
 London
 SE1 7UD

Bankers

Barclays Bank plc
 Oxford Circus Branch
 15 Great Portland Street
 London
 W1A 4TR

Virgin Money
 Jubilee House
 Gosforth
 Newcastle upon Tyne
 NE3 4PL

United Trust Bank
 80 Haymarket
 London
 SW1Y 4TE

**The Zacchaeus 2000 Trust
Trustees' Report
For the year ended 31 December 2013**

We are pleased to present our report together with the independently examined financial statements of the charity for the year ended 31 December 2013.

Legal and administrative information set out on page 2 forms part of this report. The financial statements comply with current statutory requirements, including the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005).

Structure, Governance and Management

Governing document

The organisation is a charitable company, established on 4 May 2005 and registered as a charity on 11 August 2005. The charity was established under a Memorandum, and Articles of Association, which established the objects and powers of the charity, and under which it is governed.

The charitable company acquired the assets, liabilities and activities of an incorporated charitable trust by the same name on 1 January 2006. The original trust, which had similar objects, was established on 10 February 1997.

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

Management and governance arrangements

The directors of the charitable company are its trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The Articles of Association provide for a minimum of three trustees and no maximum. The charity currently has a complement of eight trustees. Requirements for new trustees are identified and appointed by the remaining trustees. The Chair of the Board of Trustees is responsible for the induction of new trustees, which involves awareness of a trustee's responsibilities, the governing document, and the work of the charity.

Related parties

Z2K works with other charitable and not for profit organisations in the furtherance of its objectives. Amongst these are the following:

The St Vincent de Paul Society (SVP). The Trust refers clients to SVP for practical assistance. Siobhan Garibaldi represents SVP on the Board of Trustees.

It also works with Nucleus Legal Advice Centre on the basis of mutual referrals. Nucleus is represented on the Board by Baljit Badeesha.

The charity makes use of volunteers, who assist in the provision of training courses, in undertaking research, and in assisting on cases. They are represented on the Board by Maev Sullivan and Tony Goodfellow.

**The Zacchaeus 2000 Trust
Trustees' Report
For the year ended 31 December 2013**

Objectives and Activities

The principal objects of the charity are:

- the prevention and relief of poverty in the United Kingdom in a manner consistent with Christian ethics;
- providing assistance and services to individuals in need; providing advice, education, training and assistance on any issues relating to the relief of poverty to volunteers, other charities or organisations; undertaking, supporting and promulgating research into factors that contribute towards poverty and ways to mitigate them;

The main objectives for this year were:

- To increase the number of vulnerable people/families in London in debt and in need of advice that we were able to help particularly by recruiting and training more volunteers;
- To increase the number of clients with appeals against decisions by the Department of Work and Pensions (DWP) whom we were able to represent;
- To provide support and training to other voluntary sector organisations to help them to support their own clients who face issues with debt and/or legal claims and to support their campaigning objectives when they support or complement our own;
- To continue to run the service called NextDoor which offers advice and support to those affected by housing benefit caps;
- To lobby effectively to persuade the government to act in the interest of the health and well being of the poorest citizens in the UK and their children.

Procedures and policy for grant making

Our policy is to give a few small grants to families and individuals experiencing exceptional poverty, beyond the scope of state benefits, from our Relief of Poverty Fund, for which we raise money. Grants are given at the discretion of the Chief Executive and the trustees are kept informed. In 2013, Z2K raised the sum of £1,500 from London Catalyst, which was restricted to this fund and is being dispersed in accordance with that organisation's guidelines.

Activities, Achievements and Performance

2013 was another year of growth in our three areas of work: serving those on low incomes in debt through our casework service, training and supporting other organisations in the voluntary sector and lobbying and campaigning on poverty related issues.

We are mindful of the public benefit tests for charities, and have complied with the duty in section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission.

**The Zacchaeus 2000 Trust
Trustees' Report
For the year ended 31 December 2013**

Casework service

Our service to debtors involves intensive support including offering help in Courts and Tribunals as non-legal supporters known as McKenzie Friends. In 2013 we increased the numbers we helped to 1504 new clients (year ended 31 December 2012: 645 new clients), in addition to an existing caseload at the beginning of the year. We were able to increase the volume of cases due to successful fundraising and recruitment of more staff and volunteers.

The most pressing issue now facing our casework service is assistance with appeals to the Social Security Tribunals regarding decisions of the DWP. These include, in particular, appeals against Work Capability Assessments, in which many who are suffering from disabling illnesses are found fit for work. These appeals are time consuming as they involve preparing detailed submissions followed by representation, but we had a 78% success rate and the need for this help is ever increasing.

We also developed an additional element to our NextDoor advice service. Jointly with Westminster CAB and Westminster Homestart, we applied successfully to the Big Lottery for funds to extend our programme of support for those whose housing costs have been affected by welfare reform, to include the provision of practical support for relocation. This lottery-funded work is confined to residents of Westminster, but the general programme is available more widely. We called the additional aspects of the programme NextDoor Plus and it started in May 2013. It was our first experience of contractual collaborative working and has provided useful experience.

Our NextDoor project supports those in a private rented sector access scheme, who are threatened with homelessness and are not entitled to help with housing from their local authority. We have a fund which supports the giving of deposit guarantees, and we have developed relationships with landlords in the hope of persuading them to accept housing benefit claimants. By end 2013 we had placed 48 clients with these landlords.

Training and Support

We set up and ran a conference jointly with Save the Children's '4 in 10' programme on the impact of cumulative welfare reform. We brought together representatives of local authorities, advice agencies and other charities to discuss strategies to deal with the specific impact of welfare reform in London and on children. Our specific contribution provided a complete summary of all aspects of welfare reform.

We also provided training on welfare reform to 12 individual organisations.

Campaigning and lobbying

2013 working against the damaging impacts of welfare reform

In June 2013 we appointed Marc Francis, a leading specialist in campaigning, as Campaigns Director. During his first months he led a review of our campaign strategy, recommending a streamlined approach to focus on only six specific areas of welfare reform, which have a damaging impact on our clients. For the rest of the year we devoted the majority of our resources to one of these areas: persuading local authorities to mitigate the impact of the removal of council tax benefit on their most vulnerable citizens. We developed a relationship with the union Unite and worked with them on a grassroots campaign, one highlight of which was a combined casework / campaigning effort to provide support in court to individuals in Southwark who had been summonsed for non-payment of council tax, together with a demonstration outside the court. This event garnered considerable local press and persuaded Southwark Council to temper the harshness of its policies.

We also continued to campaign on the regulation of bailiffs which lead to the introduction by the Ministry of Justice of some improved Rules and Guidance.

**The Zacchaeus 2000 Trust
Trustees' Report
For the year ended 31 December 2013**

Financial Review

The charity received grants and donations totalling £363,381 (2012: £337,024) in the year including £1,600 (2012: £4,070) specifically for the relief of poverty fund. Income from fundraising was £12,381 (2012: £25,525), and investment and other income amounted to £8,892 (2012: £1,272), giving total incoming resources of £384,654 (2012: £363,821).

Expenditure for the year totalled £381,223 (2012: £342,031), giving net incoming resources for the year of £3,431 (2012: £21,790). Expenditure included £3,499 (2012: £2,612) on direct relief of poverty grants, and amounts spent on charitable activities of £369,798 (2012: £319,907).

Total funds carried forward at 31 December 2013 amounted to £126,861 of which £113,052 were unrestricted funds.

Resources expended have increased slightly over the previous year, reflecting the continuing growth and development in the Trust's work. The Trustees expect that this general trend will continue into the next financial year.

Principal funding sources

The charity is dependent upon donations from individual donors and institutions. A full list of grants and donations received is set out in Note 2 to the accounts.

Investment policy

The charity's Memorandum of Association does not confer any specific rights or restrictions on us as trustees in respect of investing its funds. The funds received by the charity during the year under review were not sufficient to justify separate investment, other than to be placed on deposit with the charity's bankers.

Reserves policy

The trustees aim to maintain an amount on general fund equivalent to three months' running expenses, although this is dependent on the level of donations received. At 31 December 2013, the charity held approximately 3.6 months' worth (2012: 2.7 months) of annual expenditure in unrestricted free reserves.

Future Plans

In the course of 2014 we will be doing more work to help prevent our clients getting into debt, which involves ensuring they receive the benefits to which they are entitled and that they do not fall into rent arrears.

We will continue to devote more resources to supporting those who are refused Employment and Support Allowance because they have failed the Work Capability Assessment, by continuing to provide support and representation for appeal hearings through the Tribunal system. Cuts to legal aid, and to the advice sector generally, mean there is less help available elsewhere for this kind of work. We are now working with two law firms who supply volunteers to provide representation at these tribunals

We will continue to work with Westminster CAB and Westminster Home Start on the NextDoorPlus project assisting households, which have to move as a result of caps, to find sustainable tenancies and schools etc., in their new localities. The funding for this work ends in November 2014 so we will need to review whether the need continues and, if so, whether we can raise additional funds to support it.

We will move the focus of the private rented sector access scheme to concentrate more on the two neediest groups we encounter: the under 35's and newly accepted refugees who have been victims of torture and/or trafficking.

**The Zacchaeus 2000 Trust
Trustees' Report
For the year ended 31 December 2013**

We will be working with the Migrants Resource Centre and Westminster CAB on a project funded by the Lottery and managed by the Advice Transition Fund. This will aim to improve the provision of advice services in Westminster, and will be called Reform Advice Westminster (RAW). Our main contribution to this project will be to make complaints about poor local and central government processes on behalf of our clients, and those of other agencies in Westminster, with a view to putting pressure on and collecting data from them, with the hope of achieving system change.

Our campaigning will continue to try to mitigate the impact of welfare reform on the housing needs of the poorest.

In particular we will continue to try to persuade local authorities not to pass on the cuts to funding of council tax support onto the poorest citizens.

We will also continue to work with the Ministry of Justice on enforcement law reform.

Statement of Trustees' Responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departure disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue on that basis.


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

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small company's regime.

Trustees Report on pages 3 to 7 has been approved by the trustees and signed on their behalf by:



Jan M A Luba QC
Chairman



22 September 2014
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The Zacchaeus 2000 Trust
Independent Examiner's report
for the year ended 31 December 2013

Independent examiner's report to the trustees of The Zacchaeus 2000 Trust

I report on the accounts of the Company for the year ended 31 December 2013, which are set out on pages 9 to 18.

Respective responsibilities of trustees and examiner

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

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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



Aarti Bajrangee ACA FCCA
8th Floor
89 Albert Embankment
London
SE1 7UD

26 September 2014

The Zacchaeus 2000 Trust
Statement of Financial Activities
for the year ended 31 December 2013

| | | 2013 | | 2012 | |
|---|--------------|---------------------------------|-------------------------------|--------------------------|--------------------------|
| | Notes | Unrestricted funds £ | Restricted funds £ | Total funds £ | Total funds £ |
| Incoming resources | | | | | |
| Incoming resources from generated funds: | | | | | |
| <i>Voluntary income:</i> | | | | | |
| Grants and donations | 2 | 76,419 | 286,962 | 363,381 | 337,024 |
| <i>Activities for generating funds:</i> | | | | | |
| Fundraising events | | 12,381 | - | 12,381 | 25,525 |
| Investment income | | 3,262 | - | 3,262 | 372 |
| Other income | | 1,150 | 4,480 | 5,630 | 900 |
| Total incoming resources | | 93,212 | 291,442 | 384,654 | 363,821 |
| Resources expended | | | | | |
| Charitable activities | 3 | 44,449 | 325,349 | 369,798 | 319,907 |
| Cost of generating funds | 3 | 6,719 | - | 6,719 | 15,897 |
| Governance costs | 3 | 4,706 | - | 4,706 | 6,227 |
| Total resources expended | | 55,874 | 325,349 | 381,223 | 342,031 |
| Net income/(expenditure) for the year | 4 | 37,338 | (33,907) | 3,431 | 21,790 |
| Transfer between funds | | | - | - | - |
| Net movement in funds | | 37,338 | (33,907) | 3,431 | 21,790 |
| Fund balances at 1 January 2013 | | 75,714 | 47,716 | 123,430 | 101,640 |
| Fund balances at 31 December 2013 | 13 | 113,052 | 13,809 | 126,861 | 123,430 |

The statement of financial activities includes all gains or losses for the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 12 to 18 form part of these financial statements

The Zacchaeus 2000 Trust
Income and Expenditure Account
for the year ended 31 December 2013

| | Notes | 2013 £ | 2012 £ |
|--------------------------------|-------|----------------|----------------|
| Income | | | |
| Grants and donations | 2 | 363,381 | 335,824 |
| Fundraising events | | 12,381 | 25,525 |
| Investment income | | 3,262 | 372 |
| Other income | | 5,630 | 900 |
| Total income | | <u>384,654</u> | <u>362,621</u> |
| Expenditure | | | |
| Charitable activities | 3 | 369,798 | 319,907 |
| Cost of generating funds | 3 | 6,719 | 15,897 |
| Governance costs | 3 | 4,706 | 6,227 |
| Total expenditure | | <u>381,223</u> | <u>342,031</u> |
| Net income for the year | 4 | <u>3,431</u> | <u>20,590</u> |

The notes on pages 12 to 18 form part of these financial statements

The Zacchaeus 2000 Trust
Registered Number:
Balance Sheet
as at 31 December 2013

05442501


| | Notes | 2013 £ | 2012 £ |
|---|-------|----------------|----------------|
| Fixed assets | | | |
| Tangible assets | 8 | 13,167 | 21,678 |
| Current assets | | | |
| Debtors | 9 | 19,267 | 13,460 |
| Cash at bank and in hand | | 279,439 | 301,479 |
| | | <u>298,706</u> | <u>314,939</u> |
| Creditors: amounts falling due within one year | 10 | <u>185,012</u> | <u>213,187</u> |
| Net current assets | | 113,694 | 101,752 |
| Net assets | 12 | <u>126,861</u> | <u>123,430</u> |
| Funds | 13 | | |
| Designated funds | | - | 21,678 |
| General funds | | 113,052 | 54,036 |
| Unrestricted funds | | <u>113,052</u> | <u>75,714</u> |
| Restricted funds | | 13,809 | 47,716 |
| Total funds | | <u>126,861</u> | <u>123,430</u> |

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 22 September 2014


Maev Sullivan
Trustee

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Lizzie Cadbury
Trustee

The notes on pages 12 to 18 form part of these financial statements

The Zacchaeus 2000 Trust
Notes to the Accounts
for the year ended 31 December 2013

1 Accounting policies

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

Basis of accounting

The financial statements have been prepared under the historical cost convention. The financial statements comply with the requirements of applicable accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005), and the Charities (Accounts and Reports) Regulations 2008 and the Charities Act 2011.

Fund accounting

Restricted donations are available for the charity's use only in accordance with the terms under which, and for the purposes which, the funds were donated to the charity.

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

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

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:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable.

Investment income is included when receivable.

Resources expended

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

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 the 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. estimated usage, as set out in Note 3.

Fixed assets

Fixed assets are stated at cost less accumulated depreciation. Assets with a cost in excess of £50 are capitalised. Depreciation is calculated so as to write down to estimated residual value the cost of all other tangible fixed assets over their estimated useful lives as follows:

| | |
|------------------------------------|----------------------------|
| IT equipment and database software | 33.33% per annum on cost |
| Furniture and Fittings | Over the life of the lease |

The Zacchaeus 2000 Trust
Notes to the Accounts
for the year ended 31 December 2013

2 Grants and donations receivable

| | 2013 | | | | 2012 |
|--|----------------------------|------------------------|--------------------------|---------------------|---------------------|
| | Deferred from 2012 £ | Funds received £ | Deferred to 2014 £ | Total funds £ | Total funds £ |
| Restricted grants and donations | | | | | |
| Grants: | | | | | |
| Oak Foundation | 59,094 | 65,141 | (43,427) | 80,808 | 78,448 |
| Trust for London | - | 59,000 | - | 59,000 | 64,500 |
| Porticus UK | 37,500 | 50,000 | (37,500) | 50,000 | 50,000 |
| Westminster CAB (Big Lottery Fund) | - | 35,140 | - | 35,140 | - |
| Tudor Trust (VolProgram) | 20,000 | - | - | 20,000 | 32,000 |
| Migrant Resource Centre (Big Lottery Fund) | - | 8,774 | - | 8,774 | - |
| The Westminster Foundation | 1,652 | 7,266 | (1,028) | 7,890 | 4,856 |
| The John Ellerman Foundation | 7,500 | - | - | 7,500 | 30,000 |
| The Drapers Charitable Fund - NextDoor | - | 5,000 | - | 5,000 | - |
| London Legal Support Trust Funds | - | 5,000 | - | 5,000 | - |
| Porticus UK - small grant | - | 2,000 | - | 2,000 | - |
| The Westminster Foundation | - | 25,000 | (25,000) | - | - |
| The Goldsmiths' Company - Nextdoor | - | 2,000 | - | 2,000 | - |
| London Catalyst | - | 1,500 | - | 1,500 | - |
| Society for the Relief of Distress | - | 100 | - | 100 | - |
| Garden Court Chambers | - | - | - | - | 1,200 |
| Law Society | - | - | - | - | 7,500 |
| Capital Community Foundation | - | - | - | - | 4,500 |
| Anonymous donation | - | - | - | - | 5,000 |
| Others | - | - | - | - | 5,544 |
| | 125,746 | 265,921 | (106,955) | 284,712 | 283,548 |
| Donations: | | | | | |
| Hogan Lovells | - | 2,000 | - | 2,000 | - |
| City of Westminster Charitable Trust | - | 250 | - | 250 | - |
| | - | 2,250 | - | 2,250 | - |
| | 125,746 | 268,171 | (106,955) | 286,962 | 283,548 |
| Unrestricted grants and donations | | | | | |
| Grants: | | | | | |
| J Paul Getty Jr Charitable Trust | - | 25,000 | - | 25,000 | 25,000 |
| The Cornwell Charitable Trust | - | 5,000 | - | 5,000 | - |
| Rob Barr London Community | - | 5,000 | - | 5,000 | - |
| Westminster Amalgamated | - | 5,000 | - | 5,000 | - |
| The Fizer Lacy Trust | - | 2,000 | - | 2,000 | - |
| Marsh Christian Trust | - | 450 | - | 450 | 450 |
| The Woodroffe Benton Foundation | - | 250 | - | 250 | - |
| The SM Charitable Trust | - | - | - | - | 200 |
| London Legal Support Trust Funds | - | - | - | - | 11,098 |
| | - | 42,700 | - | 42,700 | 36,748 |
| Donations: | | | | | |
| Wedlake Bell | - | 10,000 | - | 10,000 | - |
| Rent waived | - | 9,560 | - | 9,560 | - |
| Anonymous donation | - | 5,000 | - | 5,000 | - |
| H Brooke | - | 1,000 | - | 1,000 | - |
| Newbury Trust Donation | - | - | - | - | 10,000 |
| Others | - | 8,159 | - | 8,159 | 6,728 |
| | - | 33,719 | - | 33,719 | 16,728 |
| | - | 76,419 | - | 76,419 | 53,476 |
| Total | 125,746 | 344,590 | (106,955) | 363,381 | 337,024 |

The Zacchaeus 2000 Trust
Notes to the Accounts
for the year ended 31 December 2013

3 Resources expended

| | Basis of allocation | Relief of poverty grants | Campaigns | Other charitable activities * | Fundraising | Governance | 2013 Total | 2012 Total |
|---|---------------------|--------------------------|---------------|-------------------------------|--------------|--------------|----------------|----------------|
| | £ | £ | £ | £ | £ | £ | £ | £ |
| Costs directly allocated to activities | | | | | | | | |
| Donations and grants | Direct | 3,499 | - | - | - | - | 3,499 | 2,612 |
| Training | Direct | - | 488 | 1,400 | - | - | 1,888 | 2,647 |
| Lawyer salary & NIC | Direct | - | - | 13,938 | - | - | 13,938 | 38,411 |
| Campaigns & Policy director salary & NIC | Direct | - | 12,823 | - | - | - | 12,823 | - |
| Campaigns assistant salary & NIC | Direct | - | 25,120 | - | - | - | 25,120 | - |
| Volunteer co-ordinator salary & NIC | Direct | - | - | 32,473 | - | - | 32,473 | 28,719 |
| Researcher salary & NIC | Direct | - | - | - | - | - | - | 16,828 |
| Project salaries & NIC | Direct | - | - | 95,703 | - | - | 95,703 | 61,010 |
| Caseworker | Direct | - | - | 21,211 | - | - | 21,211 | 2,747 |
| Project volunteer costs | Direct | - | - | 4,044 | - | - | 4,044 | 997 |
| Project evaluation | Direct | - | - | 840 | - | - | 840 | 6,625 |
| Other consultancy fees | Direct | - | - | 8,154 | - | 543 | 8,697 | 3,150 |
| Costs of generating funds | | | | | | | | |
| Advertising | Direct | - | - | - | - | - | - | 1,379 |
| Event costs | Direct | - | - | - | - | - | - | 6,777 |
| Fundraising subscription | Direct | - | - | - | - | - | - | - |
| Support costs allocated to activities | | | | | | | | |
| Administrator salary & NIC | Usage | 1,654 | 1,654 | 26,470 | 1,654 | 1,654 | 33,086 | 31,448 |
| Chairman salary & NIC | Usage | - | 450 | 500 | 50 | - | 1,000 | 6,000 |
| CEO salary & NIC | Usage | - | 4,684 | 35,127 | 4,683 | 2,342 | 46,836 | 50,192 |
| Other staff costs | Usage | - | 332 | 2,492 | 332 | 167 | 3,323 | 8,203 |
| Recruitment | Usage | 212 | 424 | 1,484 | - | - | 2,120 | 450 |
| Office costs | Usage | 2,989 | 5,977 | 20,919 | - | - | 29,885 | 26,926 |
| Archiving costs | Usage | 245 | 490 | 1,714 | - | - | 2,449 | - |
| Travelling, subsistence and accommodation | Usage | 58 | 116 | 408 | - | - | 582 | 1,745 |
| Communications and IT | Usage | 850 | 1,699 | 5,947 | - | - | 8,496 | 11,949 |
| Postage, printing and stationery | Usage | 738 | 1,475 | 5,162 | - | - | 7,375 | 11,141 |
| Books etc | Usage | 41 | 82 | 288 | - | - | 411 | 1,302 |
| Subscriptions | Usage | 182 | 364 | 1,275 | - | - | 1,821 | 1,339 |
| Repairs, renewals and equipment hire | Usage | 33 | 66 | 230 | - | - | 329 | 371 |
| Insurance | Usage | 282 | 565 | 1,977 | - | - | 2,824 | 2,496 |
| Accountancy and bookkeeping fees | Usage | 805 | 1,610 | 5,637 | - | - | 8,052 | 5,210 |
| Legal fees | Usage | - | - | - | - | - | - | 983 |
| Depreciation | Usage | 1,039 | 2,078 | 7,271 | - | - | 10,388 | 8,690 |
| Chairman's leaving event | Usage | 165 | 331 | 1,158 | - | - | 1,654 | - |
| Other expenses | Usage | 36 | 72 | 248 | - | - | 356 | 1,684 |
| Total resources expended | | 12,828 | 60,900 | 296,070 | 6,719 | 4,706 | 381,223 | 342,031 |

Charitable activities summary:

| | |
|-----------------------------|----------------|
| Relief of poverty grants | 12,828 |
| Campaigns | 60,900 |
| Other charitable activities | 296,070 |
| | <u>369,798</u> |

Being:

| | |
|--------------|----------------|
| Unrestricted | 55,874 |
| Restricted | 325,349 |
| | <u>381,223</u> |

* includes training of McKenzie Friends

Support costs are principally allocated on a usage basis as follows:

| | |
|-----------------------------|-----|
| Relief of poverty grants | 10% |
| Campaigns | 20% |
| Other charitable activities | 70% |

The Zacchaeus 2000 Trust
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4 Net incoming/(outgoing) resources for the year

| | 2013 £ | 2012 £ |
|--------------------------------|-----------|-----------|
| This is stated after charging: | | |
| Depreciation | 10,388 | 8,690 |

5 Staff costs and numbers

| | 2013 £ | 2012 £ |
|--------------------------|----------------|----------------|
| Salaries | 264,979 | 222,434 |
| National Insurance costs | 19,948 | 21,124 |
| | <u>284,927</u> | <u>243,558</u> |

No employee received more than £60,000. The charity does not make contributions to a staff pension scheme.

The average number of employees during the year was as follows:

| | No. | No. |
|--------------------------|-----------|----------|
| Chairman | 0.5 | 1 |
| CEO | 1 | 1 |
| Lawyer/senior caseworker | 1 | 1 |
| Volunteer co-ordinator | 1 | 1 |
| Administrator | 1 | 1 |
| Researcher | 1 | 1 |
| Project manager | 1 | 1 |
| Campaign Director | 1 | - |
| Next Door Caseworkers | 2 | - |
| Tenancy Support Officer | 1 | - |
| Complaints Officer | 0.5 | - |
| | <u>11</u> | <u>7</u> |

6 Trustee remuneration and expenses

Revd P R Nicolson received remuneration during the year for non-Trustee services provided of £1,000 (2012: £6,000). Permission was specifically sought, and obtained, from the Charity Commission prior to commencement of salary payments to the Revd Nicolson.

No trustees (2012: one trustee) received re-imbursement of expenses during the year as follows:

| | 2013 £ | 2012 £ |
|----------------------|-----------|------------|
| Telephone costs | - | 277 |
| Stationery and Books | - | 283 |
| | <u>-</u> | <u>560</u> |

Revd P R Nicolson held a float of £nil (2012:£250) against expenses. No trustee or other person related to the charity had any other personal interest in any contract or transaction entered into by the charity during the year or the preceding year.

The Zacchaeus 2000 Trust
Notes to the Accounts
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7 Taxation

As a registered charity, The Zacchaeus 2000 Trust is exempt from tax on income and gains falling within Part 11 of the Corporation Tax Act 2010 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

The charity is registered for Gift Aid with HM Revenue & Customs under reference number XR23080.

8 Tangible fixed assets

| | IT equipment £ | Furniture & fittings £ | Total £ |
|-----------------------|----------------------|------------------------------|------------|
| Cost | | | |
| At 1 January 2013 | 38,385 | 5,136 | 43,521 |
| Additions | 1,611 | 266 | 1,877 |
| At 31 December 2013 | 39,996 | 5,402 | 45,398 |
| Depreciation | | | |
| At 1 January 2013 | 20,131 | 1,712 | 21,843 |
| Charge for the year | 8,646 | 1,742 | 10,388 |
| At 31 December 2013 | 28,777 | 3,454 | 32,231 |
| Net book value | | | |
| At 31 December 2013 | 11,219 | 1,948 | 13,167 |
| At 31 December 2012 | 18,254 | 3,424 | 21,678 |

There were no capital commitments at 31 December 2013.
IT equipment is used to support charitable activities.

9 Debtors

| | 2013 £ | 2012 £ |
|--------------------------------|---------------|---------------|
| Accounts receivable | - | 7 |
| Grants receivable | 6,369 | 8,125 |
| Gift Aid tax recoverable | - | 656 |
| Prepayments and accrued income | 6,567 | 918 |
| Other debtors | 6,331 | 3,754 |
| | <u>19,267</u> | <u>13,460</u> |

10 Creditors: amounts falling due within one year

| | 2013 £ | 2012 £ |
|------------------------------------|----------------|----------------|
| Accounts payable | 1,659 | 14,171 |
| Social security and other taxation | 5,947 | 5,442 |
| Other creditors | 58,573 | 63,899 |
| Accruals and deferred income | 118,833 | 129,675 |
| | <u>185,012</u> | <u>213,187</u> |

The Zacchaeus 2000 Trust
Notes to the Accounts
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| 11 Deferred income | 2013 £ | 2012 £ |
|-----------------------------|-------------------|-------------------|
| Opening deferral | 125,746 | 141,802 |
| Grants received in the year | 268,171 | 267,492 |
| Released to income | (286,962) | (283,548) |
| Closing deferral | <u>106,955</u> | <u>125,746</u> |

12 Analysis of net assets between funds

| | Designated funds £ | General funds £ | Un- restricted funds £ | Restricted funds £ | Total funds £ |
|-----------------------|-----------------------------------|--------------------------------|---|-----------------------------------|------------------------------|
| Tangible fixed assets | - | 13,167 | 13,167 | - | 13,167 |
| Current assets | - | 125,556 | 125,556 | 173,150 | 298,706 |
| Current liabilities | - | (25,671) | (25,671) | (159,341) | (185,012) |
| | <u>-</u> | <u>113,052</u> | <u>113,052</u> | <u>13,809</u> | <u>126,861</u> |

13 Movement in funds

| | At 1 Jan 13 £ | Incoming resources £ | Outgoing resources £ | Transfers £ | At 31 Dec 13 £ |
|----------------------------------|------------------------------|-------------------------------------|-------------------------------------|------------------------|-------------------------------|
| Unrestricted funds: | | | | | |
| Designated fund: | | | | | |
| Fixed asset fund | 21,678 | - | - | (21,678) | - |
| General funds | 54,036 | 93,212 | (55,874) | 21,678 | 113,052 |
| Total unrestricted funds | <u>75,714</u> | <u>93,212</u> | <u>(55,874)</u> | <u>-</u> | <u>113,052</u> |
| Restricted funds: | | | | | |
| Relief of Poverty fund | 3,016 | 1,600 | (3,499) | | 1,117 |
| CEO funding - Porticus UK | - | 50,000 | (50,000) | | - |
| Lawyer/senior caseworker funding | 10,000 | - | (10,000) | | - |
| Volunteer program - Tudor Trust | 7,500 | 20,000 | (27,500) | | - |
| Campaign Co-ordinator funding | - | 20,500 | (20,500) | | - |
| Senior Caseworker Funding | - | 38,500 | (38,500) | | - |
| Next Door project | 26,000 | 87,808 | (113,808) | | - |
| Next Door Plus project | - | 35,140 | (24,215) | | 10,925 |
| RAW project funding | - | 8,774 | (7,007) | | 1,767 |
| Administrator and office funding | - | 9,500 | (9,500) | | - |
| Caseworker funding | - | 11,730 | (11,730) | | - |
| Premises funding | - | 7,890 | (7,890) | | - |
| Fixed assets | 1,200 | - | (1,200) | | - |
| Total restricted funds | <u>47,716</u> | <u>291,442</u> | <u>(325,349)</u> | <u>-</u> | <u>13,809</u> |
| Total funds | <u>123,430</u> | <u>384,654</u> | <u>(381,223)</u> | <u>-</u> | <u>126,861</u> |

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13 Movement in funds (continued)

Designated funds

During the year ended 31 December 2013, the trustees voted to transfer the remaining balance within the fixed asset fund to unrestricted funds, because no further spending on large fixed asset items is expected in the short to medium term.

Restricted funds

The Relief of Poverty fund comprises donations received from individuals and organisations. The funds are used to defray the debts of the poorest and most vulnerable members of society. Direct donations to individuals are also occasionally made to relieve poverty.

The CEO, lawyer/senior caseworker, volunteer co-ordinator, volunteer program, administrator and office and premises funds were raised to fund those specific costs. Grants were received from Porticus, Trust for London, Tudor Trust, The John Ellerman Foundation and The Westminster Foundation respectively.

Grants were received from Oak Foundation and Big Lottery to fund the NextDoor and NextDoorPlus projects and from Trust for London to fund the Campaign Coordinator's post. A further grant from Big Lottery help fund the Complaints officer post which is part of the PAW project.

14 Leasing commitments

At the year end the company had annual commitments under non-cancellable operating leases as set out below:

| | 2013 £ | 2012 £ |
|--------------------------------|---------------|---------------|
| Operating leases which expire: | | |
| within one year | - | 6,945 |
| within two to five years | 25,799 | 18,812 |
| | <u>25,799</u> | <u>25,757</u> |