

# **REHABILITATION SERVICES TRUST FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED**

## **RESTORE**

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**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

Registered Charity number: 274222

Company number: 1324318

**REHABILITATION SERVICES TRUST FOR OXFORDSHIRE  
RE-EMPLOYMENT LIMITED**

**RESTORE**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017**

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**PROFESSIONAL ADVISERS**

Auditors:	Wenn Townsend, Chartered Accountants, Oxford.
Bankers:	Barclays, Templar Square, Oxford National Westminster, High Street, Oxford CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, Kent Virgin Money, Jubilee House, Gosforth, Newcastle upon Tyne
Insurance Brokers:	Norris & Fisher, 34a Hiltingbury Road, Chandlers Ford Towergate Insurance, 81-83 The Broadway, Didcot
Solicitors	Knights, West Way, Oxford Blake Morgan LLP, West Way, Oxford

## REPORT OF THE TRUSTEES

The trustees, all of whom are also directors of the charity for the purposes of the Companies Act, present their annual report and the audited financial statements for the financial year ending 31st March 2017. The Financial Statements of the Charitable Company have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

## OBJECTIVES

Restore is an Oxfordshire-based mental health charity that supports people to take control of their recovery, develop skills and lead meaningful lives. We offer recovery groups, training and employment coaching to make this possible.

For over a decade the values of Restore have been relevant: recovery, collaboration and equality, inclusion, quality, co-operation and partnership. They are as extant today and represent values that can be understood at all levels from the Oxford Mental Health Partnership to our newest members.

Restore is a member of The Oxfordshire Mental Health Partnership (OMHP) which is a partnership that formally brings together six local mental health organisations from the NHS and the charity sector: Connection Floating Support, Elmore Community Services, Oxford Health NHS Foundation Trust, Oxfordshire Mind, Response and Restore. Restore has signed up to working much more closely with our partners and with people who have mental health problems to make it easier for people to get the best possible support when they need it.

### **Mission:**

Provide recovery and coaching support to people with mental health problems whilst working with the whole community to reduce the stigma associated with mental illness

### **Vision:**

Work towards a time when people with mental health problems are fully empowered to live meaningful lives

### **Values**

Five values have been identified:

### ***Recovery***

Enabling people to recover from illness and manage their own mental health and wellbeing

*Support*

Providing the opportunities to help ourselves and each other

*Hope*

Offering a positive future where everyone can fulfil their potential

*Empowerment*

Helping people to believe in themselves and what they can achieve

*Respect*

Accepting without judging as each person is unique

## REVIEW OF THE YEAR

The deficit for the year was £117,434. The total income and endowments increased during the year to £1,662,596 compared with £1,649,576 the previous year. Expenditure also increased to £1,786,589 (2016: £1,666,545).

Our principal funding source during the year was the Oxford Health (OH), the NHS Provider Trust that acts as a conduit for the statutory funding of mental health services in Oxfordshire. The current contract with OH is for at least a five year period from September 2015. We have also had support from a variety of other organisations, individuals and grant providers. The generosity of some remains a very humbling appreciation of our service.

Restore worked with 1,265 people, providing 2,636 individual support sessions and 288 training days. We supported 59 people to get paid work, 76 people to keep their jobs and 239 people to start volunteering or undertake work placements.

Total Income and endowments increased slightly compared to the previous year but unfortunately operating costs have increased significantly largely due to the cost of additional staff employed during the year. This increased level of operating costs was budgeted for but was expected to be covered by additional income, particularly from donations and fundraising activities. Unfortunately, actual income fell short of budget by £160,811.

In view of the disappointing loss for the 2016/17 financial year the trustees undertook a detailed review of Restore's cost base and implemented a number of cost saving measures in order to achieve a balanced budget for the current year. The management accounts for the five months to 31st August 2017 show a small surplus.

The Annual Review will be published separately in October 2017.

## GOVERNANCE

Restore is a company limited by guarantee and its Memorandum and Articles of Association stipulate how it is to be managed. There are no particular restrictions imposed apart from the need to carry out only the charity's stated activities and to properly conduct its affairs as a charity. The charity constitutes a public benefit entity as defined by FRS 102.

Trustees are recruited by a variety of means, including advertising in local and national press. The current Trustees select a slate of approved candidates for election to the Board of Trustees by interview and assessment of candidates against an agreed job description and person specification. Trustees are elected by the membership at the Annual General Meeting.

There is a trustee induction process. This includes the provision and funding of appropriate training (including meeting skills, mental health awareness, and other subjects as appropriate). All trustees are provided with the opportunity to review their skills and access training as needed.

The Trustees meet four times a year to supervise the management of the charity and have four permanent sub-committees (Finance, Quality, Human Resources and External Relations). They all meet quarterly as a minimum to assist the Executive Group. Task groups are also established from time to time as required. The day-to-day management decisions are taken by the Joint Chief Executives (Lesley Dewhurst and Mark Adams) and the Executive Management Team.

## KEY MANAGEMENT PERSONNEL

As at the date of the signing of this Report the Executive Team were:

- Joint Chief Executive Officers – Lesley Dewhurst and Mark Adams
- Operations Director – Simon Newton
- Finance Director – Rosemary Cox
- Director of Volunteering & Training – Jeanne Humber

The Executive Team's remuneration is considered annually by the Trustees.

## PRINCIPAL RISKS AND UNCERTAINTIES

Restore continually accesses risk and develops plans to address them. In the context of Restore there are four main areas of risk:

- Planning and strategic risks
- Health and Safety risk management
- Risks in association to the mental health of people using our services
- A significant shortfall in budgeted income

Each identified risk is given a score for the consequences and the likelihood of the risk which enables Restore to assess the overall risk and appropriately priorities action. These risks are

regularly reviewed by the Chief Executives and the Chair of Trustees and reported to the Board.

## **PUBLIC BENEFIT**

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit in reviewing the activities of the charity. They ensure the activities of Restore meet the requirement for public benefit.

## **FUTURE PLANS**

Trustees hold regular reviews on the strategic position of Restore and make plans so that we can continue to meet our objectives and the needs of people with mental health problems in Oxfordshire. They produced 'The Restore Vision' detailing these plans and the actions needed to implement them. The current strategic plan runs until the end of 2021. Within the strategic review the operational plan is reviewed annually.

## **TRUSTEES**

At 31 March 2017 the Board of Trustees comprised:

Anne James (Chair)

Mark Adams (Retired 6 March 2017)

Anne Augustine (Retired 7 December 2016)

Godfrey Cole (Company Secretary)

Stuart Haigh (Treasurer from 8 December 2016)

Louise Lewis (Retiring after the end of the financial year on 13 October 2017)

Bob Minty (Treasurer until retired on 7 December 2016)

Sam Mostyn

Mary Robertson (Retired on 10 August 2016. Co-opted 21 January 2017)

Bob Wilkes

Trisha Andrew (Appointed 7 December 2016)

David Thurston (Appointed 7 December 2016)

Louise Wheeler (Appointed 7 December 2016)

Akiko Watanabe (Appointed 7 December 2016)

Unless otherwise stated all trustees served throughout the year.

The Board of Trustees can co-opt further Trustees as it sees fit but such persons have to seek re-election at the first annual general meeting thereafter.

## **RESERVES**

As at 31 March 2017 the level of Unrestricted Funds stood at £608,351. This is a decrease compared to last year. Reserves are still at a level at which trustees can feel comfortable that they can satisfactorily deal with any financial problem that might beset Restore.

## **FUNDING**

The Trustees are satisfied that the charity's assets attributable to each of its individual funds are available and adequate to fulfil its obligations in relation to those funds.

## **INVESTMENTS**

Currently the investment in the Schroder's Charity Fixed Interest Fund is valued at £78,121.

## **VOLUNTEERS**

The year saw further growth in volunteering with an increase in volunteer hours from 15,117 in 2016 to 15,640 in 2017.

Members are still being supported to become volunteers where the move is beneficial to both the individual and Restore.

Volunteering numbers exclude the voluntary support of trustees to our work.

## **RESPONSIBILITY FOR THE FINANCIAL STATEMENTS**

The trustees are responsible for preparing the Trustees' 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 the year. 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 (FRS 102)
- make judgements and 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;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

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

#### STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS

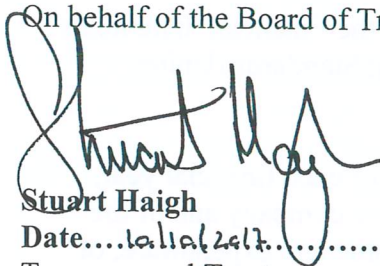
We the directors/trustees of the company who held office at the date of approval of these financial statements, as set out above, each confirm so far as we are aware that:

- The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.
- There is no relevant information of which the company's auditors are unaware; and
- We have taken all the steps that we ought to have taken as trustees in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

#### AUDITORS

Wenn Townsend have expressed their willingness to be re-appointed as auditors and a resolution to this effect will be proposed at the Annual General Meeting.

On behalf of the Board of Trustees



Stuart Haigh

Date...10.11.2017.....

Treasurer and Trustee



## **Independent Auditor's Report to the members of Rehabilitation Services Trust for Oxfordshire Re-employment Limited**

We have audited the financial statements of Rehabilitation Services Trust for Oxfordshire Re-employment Limited for the year ended 31st March 2017 which comprise the Statement of Financial Activities, the Balance Sheet, Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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

### **Respective responsibilities of trustees and auditor**

As explained more fully in the Trustees' Responsibilities Statement set out on pages 7 and 8 the trustees (who are also the directors of the charitable 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 and express an opinion on 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 charitable company'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. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2017, 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 (applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion based on the work undertaken in the course of the audit the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements, and the Trustees Annual Report has been prepared in accordance with applicable legal requirements.

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

In the light of our knowledge and understanding of the company and its environment obtained in the course of this audit we have not identified material misstatements in the Trustees Annual Report.

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us: or
- the financial statements are not in agreement with the accounting records and returns: or
- certain disclosures of 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 in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the directors' report and take advantage of the small companies' exemption from the requirement to prepare a strategic report.



**Ajay Bahl BA FCA (Senior Statutory Auditor)**

**For and on behalf of Wenn Townsend, Statutory Auditor**  
30 St. Giles, Oxford.

Date...10/10/2017.....

REHABILITATION SERVICES TRUST  
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2017

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 March 2017  
(incorporating the income and expenditure account)

Note	2017			2016	
	Unrestricted £	Designated	Restricted £	Total £	Total £
<b>INCOME AND ENDOWMENTS FROM:</b>					
	Income from donations and legacies				
1	178,470		67,759	246,229	280,772
	Income from other trading activities				
2	19,068	-	-	19,068	19,285
	Income from investments				
	Rental Income				
	62,212	-	-	62,212	60,931
	Income from charitable activities				
	Grants receivable				
3	1,186,506	-	-	1,186,506	1,162,907
	Sale of goods and services				
	147,319	-	-	147,319	124,245
	<b>Total Income and Endowments</b>				
	<b>1,594,837</b>	<b>-</b>	<b>67,759</b>	<b>1,662,596</b>	<b>1,649,576</b>
<b>EXPENDITURE ON</b>					
	Expenditure on raising funds				
	Cost of fundraising				
	97,402	-	-	97,402	83,981
	Cost of goods sold				
	69,827	-	-	69,827	58,905
	Expenditure on charitable activities				
	Coaching				
	302,509	-	8,403	310,912	371,488
	Recovery				
	889,494	-	68,173	957,667	917,900
	Volunteer & Training				
	151,835	-	2,938	154,773	136,027
	Recovery College				
	192,287	-	3,721	196,008	98,244
4	<b>1,536,125</b>	<b>-</b>	<b>83,235</b>	<b>1,619,360</b>	<b>1,523,659</b>
	<b>Total expenditure</b>				
	<b>1,703,354</b>	<b>-</b>	<b>83,235</b>	<b>1,786,589</b>	<b>1,666,545</b>
	Net gains on Investments				
9	6,559	-	-	6,559	1,019
	<b>Net expenditure for the year</b>				
	<b>(101,958)</b>	<b>-</b>	<b>(15,476)</b>	<b>(117,434)</b>	<b>(15,950)</b>
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>					
	<b>(101,958)</b>	<b>-</b>	<b>(15,476)</b>	<b>(117,434)</b>	<b>(15,950)</b>
<b>FUNDS AT 1 APRIL 2016</b>					
	490,309	220,000	67,715	778,024	793,974
<b>FUNDS AT 31 MARCH 2017</b>					
	<b>388,351</b>	<b>220,000</b>	<b>52,239</b>	<b>660,590</b>	<b>778,024</b>

See Note 20 for comparative figures for funds

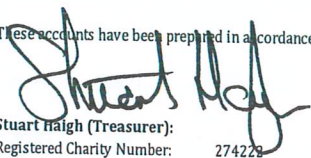
REHABILITATION SERVICES TRUST  
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2017

BALANCE SHEET - 31 March 2017

	Note	2017	2016
		£	£
Fixed assets	7	76,422	96,897
Current assets			
Stocks		14,000	12,359
Debtors	8	31,219	45,475
Bank and cash balances		537,933	582,207
Investments	9	<u>78,121</u>	<u>71,562</u>
		661,273	711,603
Less Creditors falling due within one year	10	(77,105)	(30,476)
Net current assets		<u>584,168</u>	<u>681,127</u>
Net assets		<u>660,590</u>	<u>778,024</u>
The funds of the charity:			
Unrestricted Funds	11	388,351	490,309
Designated Funds	11	220,000	220,000
Restricted Funds	11	52,239	67,715
		<u>660,590</u>	<u>778,024</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

  
Stuart Haigh (Treasurer):  
Registered Charity Number: 274229  
Registered Company Number: 1324318

Date: 10/10/2017

REHABILITATION SERVICES TRUST  
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2017

Statement of cash flows

	2017	2016
	£	£
<b>Cash flows from operating activities (see below)</b>		
<b>Cash flows from investing activities</b>	(39,473)	16,326
Interest		
Purchase of fixed assets	1,262	1,397
<b>Net cash provided by investing activities</b>	<u>(6,063)</u>	<u>(15,722)</u>
<b>Cash flows from financing activities</b>	(44,274)	2,001
Receipt of endowments		
<b>Net cash provided by financing activities</b>	-	-
	<u>(44,274)</u>	<u>2,001</u>
<b>Change in cash and bank balances during the year</b>		
At the beginning of the year	582,207	580,206
At the end of the year	537,933	582,207
	<u>(44,274)</u>	<u>2,001</u>
<b>Cash flows from operating activities</b>		
Net income for the year		
Depreciation	(117,434)	(15,950)
Gains on investments	26,538	62,074
Interest	(6,559)	(1,019)
Loss on the disposal of fixed assets	(1,262)	(1,397)
(Increase)/decrease in stocks		
(Increase)/decrease in debtors	(1,641)	(3,049)
Increase/(decrease) in creditors	14,256	18,210
	46,629	(42,543)
	<u>(39,473)</u>	<u>16,326</u>

## **PRINCIPAL ACCOUNTING POLICIES**

The charity constitutes a public benefit as defined by FRS102.

### **Basis of preparation and assessment of going concern**

The Financial Statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

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

### **Company status**

The charity is a company limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

### **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

### **Consolidated Accounts**

The accounts of Koinonia Trust have not been consolidated as they are not considered to be material and the company has not operated during the year.

### **Pension costs**

The company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against profits in the year they are payable.

### **Operating leases**

Rentals applicable to operating leases are charged to the Statement of Financial Activity over the period in which the cost is incurred.

## **Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost net of depreciation.

Depreciation is calculated to write off the cost of all tangible fixed assets over their expected useful life.

Leasehold buildings are depreciated in equal annual instalments over the term of the lease or anticipated period of occupation if shorter.

Motor vehicles are depreciated at 25% on the reducing balance.

Other equipment is depreciated using straight-line methods using rates which will write these assets off over periods of between 3 and 10 years.

## **Stock**

Stock is stated at the lower of cost and net realisable value.

## **Investments**

Investments are stated at fair value at the balance sheet date. Investment Income is recognised on a receivable basis.

## **Income and Endowments**

### *Donations and gifts*

All monetary donations and gifts are included in the statement of financial activities when receivable, provided there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

### *Grants receivable*

Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation of the fixed assets purchased with such grants is charged against the restricted fund.

Revenue grants are credited to incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Where a third party pays for services/rent on our behalf the amount of the payment is treated as a grant received. The amount is recorded as expenditure and as income in the appropriate project.

## **Expenditure**

Expenditure, which is charged on an accruals basis, is allocated between:

- expenditure incurred directly to the fulfilment of the charity's objectives (direct charitable and project expenditure)
- expenditure incurred directly in the effort to raise voluntary contributions (cost of raising funds)

- expenditure on goods purchased for resale. Items of expenditure involving more than one category are apportioned to categories by reference to the use to which the expenditure has been put. In doing this a number of estimates are made and on-costs of central overheads are included.

### **Irrecoverable VAT**

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources for which it was incurred.

### **Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe no material uncertainties exist. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.



REHABILITATION SERVICES TRUST  
FOR OXFORDSHIRE RE-EMPLOYMENT LIMITED

FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2017

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1. INCOME FROM DONATIONS AND LEGACIES

Grants & Donations	2017		2016	
	Unrestricted £	Restricted £	Total £	Total £
Batchworth Trust	-	2,500	2,500	15,000
Blake Morgan LLP	1,500	-	1,500	2,500
Development Donation	10,000	-	10,000	10,000
Clover Trust	-	5,000	5,000	5,000
Elder Stubbs Charity	17,000	-	17,000	17,000
St Michael's and All Saints Church	-	14,000	14,000	12,000
Garfield Weston Foundation	15,000	-	15,000	-
GSK Impact Award	-	-	-	40,000
Henry Smith Charity (Café)	-	20,200	20,200	27,300
Koinonia Trust	-	-	-	10,000
Langford Garden project	-	3,500	3,500	2,800
Lord Mayors Trust	-	-	-	2,802
Northwick Trust	3,000	-	3,000	-
Oxford City Council Elder Stubbs Festival	-	2,500	2,500	3,819
Portsmouth Diocese	-	7,400	7,400	-
Oxford North Rotary Club	15,000	-	15,000	-
Sanctuary	-	-	-	5,000
Sainsbury's community donation	2,584	-	2,584	4,076
Sanofi Genzyme	8,000	-	8,000	-
St. Edwards School	4,169	-	4,169	8,685
Wyfold Trust	10,000	-	10,000	-
Other Grants & Donations	92,217	12,659	104,876	114,790
	<u>178,470</u>	<u>67,759</u>	<u>246,229</u>	<u>280,772</u>

2. INCOME FROM OTHER TRADING ACTIVITIES

	2017	2016
	£	£
Events Income	19,068	19,285
	<u>19,068</u>	<u>19,285</u>

3. GRANTS RECEIVABLE

	2017		2016	
	Unrestricted £	Restricted £	Total	1 £
Oxford Health	1,153,672	-	1,153,672	1,110,501
Non Oxfordshire Contracts	25,114	-	25,114	37,451
Abingdon & Witney College - MHFA Provision/volunteering	7,720	-	7,720	5,958
Department of Health - HSCVF Ward based Opportunities Project	-	-	-	8,997
	<u>1,186,506</u>	<u>-</u>	<u>1,186,506</u>	<u>1,162,907</u>

These grants receivable are for income arising from contracts for services

REHABILITATION SERVICES TRUST  
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FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31 MARCH 2017

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	2017				2016	
	Coaching £	Recovery £	Volunteer & Training £	Recovery College £	Total £	Total £
Staff costs						
Property Costs	228,883	603,849	113,938	144,294	1,090,964	1,004,154
Direct Costs	19,214	50,692	9,565	12,113	91,584	85,332
Outsourced	22,812	60,183	11,356	14,382	108,733	117,782
Other Costs	-	137,404	-	-	137,404	150,928
Depreciation and loss on disposal	34,436	90,850	17,142	21,709	164,137	103,389
	5,567	14,689	2,772	3,510	26,538	62,074
	<u>310,912</u>	<u>957,667</u>	<u>154,773</u>	<u>196,008</u>	<u>1,619,360</u>	<u>1,523,659</u>

Support costs are allocated in proportion to direct salary costs relating to the various charitable activities.

5. EXPENDITURE INCURRED

Expenditure incurred includes the following amounts:

	2017 £	2016 £
Employee costs		
Wages and salaries		
Social security costs	1,051,656	887,551
Other pension costs	79,985	69,091
	17,979	16,850
	<u>1,149,620</u>	<u>973,492</u>
Audit fee	4,500	4,000
Depreciation	26,538	62,074

The average number of employees (FTE) during the year was 47. (2016: 44)

No employee earned £60,000 pa or more in the current or preceding accounting period.

The total paid to key management personnel during the year was £177,380 (2016:£175,264)

6. PAYMENTS TO TRUSTEES AND CONNECTED PERSONS

No trustee or person with a family or business connection with a trustee, received remuneration in the year, directly or indirectly, from the charity.

No expenses were reimbursed to the trustees during the year.

7. TANGIBLE FIXED ASSETS

	Short leasehold buildings	Other equipment	Motor Vehicles	Total
	£	£	£	£
Cost				
At 1 April 2016				
Additions	426,616	81,686	11,125	519,427
At 31 March 2017	-	6,063	-	6,063
	<u>426,616</u>	<u>87,749</u>	<u>11,125</u>	<u>525,490</u>
Depreciation				
At 1 April 2016				
Charge for the year	344,115	75,634	2,781	422,530
At 31 March 2017	24,136	(379)	2,781	26,538
	<u>368,251</u>	<u>75,255</u>	<u>5,562</u>	<u>449,068</u>
Net book amount				
31 March 2017	<u>58,365</u>	<u>12,494</u>	<u>5,563</u>	<u>76,422</u>
31 March 2016	<u>82,501</u>	<u>6,052</u>	<u>8,344</u>	<u>96,897</u>

All tangible fixed assets were held for charitable purposes

8. DEBTORS

	<u>2017</u>	<u>2016</u>
	£	£
Trade Debtors	21,402	30,763
Prepayments	2,767	2,767
Other Debtors	7,050	11,945
	<u>31,219</u>	<u>45,475</u>

9. INVESTMENTS

Schroder

Investments comprise monies invested in the Schroders Charity Fixed Interest Fund and are stated at a valuation advised by Schroders.

Movement on investments during the year comprise:

	<u>2017</u>	<u>2016</u>
As at 1 April 2016	71,562	70,543
Increase in market value during the year	6,559	1,019
As at 31 March 2017	<u>78,121</u>	<u>71,562</u>

10. CREDITORS FALLING DUE WITHIN ONE YEAR

	<u>2017</u>	<u>2016</u>
	£	£
Trade creditors	20,710	737
Other creditors	23,945	15,789
Deferred income	32,450	13,950
	<u>77,105</u>	<u>30,476</u>

Deferred income comprises grant income specifically restricted to future periods:

	<u>2017</u>	<u>2016</u>
Balance at beginning of year	13,950	19,254
Released during the year	(13,650)	(5,569)
Income deferred during the year	32,150	265
Balance at end of year	<u>32,450</u>	<u>13,950</u>

11. ACCUMULATED FUNDS

	Unrestricted £	Designated £	Restricted £
At beginning of year	490,309	220,000	67,715
Net movement in funds for the year	(101,958)	-	(15,476)
At 31 March 2017	<u>388,351</u>	<u>220,000</u>	<u>52,239</u>
	See note 12	See note 13	

12. DESIGNATED FUNDS

	£
South Oxfordshire Building	120,000
Service Development	25,000
Property Fund	75,000
	<u>220,000</u>

The South Oxfordshire building fund is to support the development of a permanent building to serve the people of South Oxfordshire.

The Service Development fund provides monies which can be used to attempt to expand the ways in which we meet the needs of our service users and the geographical coverage of our services.

The Property Fund is created to cover future exceptional revenue and capital property expenditure.

13. RESTRICTED FUNDS

	At 1 April 2016	Grants received	Employment costs	Other costs	At 31 March 2017
	£	£	£	£	£
<b>Capital Funds</b>					
<b>Represented by the net book value of tangible fixed assets</b>					
National Lotteries Board re Michael Young Building	24,000	-	-	(8,000)	16,000
Other capital grants	38,364	-	-	(6,086)	32,278
	<u>62,364</u>	<u>-</u>	<u>-</u>	<u>(14,086)</u>	<u>48,278</u>
<b>Operating Funds</b>					
<b>Represented by cash reserves</b>					
Batchworth Trust	-	2,500	(2,500)	-	-
Clover Trust	-	5,000	(5,000)	-	-
Fooffees of St Michael's and All Saints	-	14,000	(14,000)	-	-
Henry Smith Charity (Café)	-	20,200	(20,200)	-	-
Ithaca	4,351	-	(390)	-	3,961
Langford Garden Project	-	3,500	(3,500)	-	-
Oxford City Council Elder Stubbs Festival	-	2,500	(2,500)	-	-
Portsmouth Diocese (Abingdon Church Group)	-	7,400	(7,400)	-	-
Other	1,000	12,659	-	(13,659)	-
	<u>5,351</u>	<u>67,759</u>	<u>(55,490)</u>	<u>(13,659)</u>	<u>3,961</u>
	<u>67,715</u>	<u>67,759</u>	<u>(55,490)</u>	<u>(27,745)</u>	<u>52,239</u>

Details of the funds are as follows:

National Lottery Charities Board - capital grant for the Michael Young Building.

Ithaca. On dissolution, this Oxford based Arts charity distributed some of their remaining balances to Restore for Art.

Batchworth Trust -To provide employment coaching in the city

Clover Trust - Salary for Gardening Facilitator

St.Michael's & All Saints Church -Woodworking at Elder Stubbs

Henry Smith -Garden Café manager salary costs to support members

Langford Garden Project - Salary for Gardening Facilitator

Oxford City Council Elder Stubbs Festival

Portsmouth Diocese I(Abingdon Church Group)- Running costs of Minibus

14. CAPITAL COMMITMENTS

The charity had no capital commitments at 31 March 2017 or 31 March 2016

15. CONTINGENT LIABILITIES

There were no contingent liabilities at 31 March 2017 or 31 March 2016

16. PENSIONS

The charity operates a defined contribution pension scheme for the benefit of employees. The assets of the scheme are administered by trustees in a fund independent from the charity. As at 31 March 2017 there were no outstanding balances (2016:Nil)

17. LEASING COMMITMENTS

The charity has entered into a lease in respect of its Manzil Way premises at a current annual rental of £44,000 which expires in 2029 subject to a break clause in 2020. The charity leases two photocopying machines at an annual rental of £1,900 per annum expiring in 2020. The charity has entered into a lease in respect of its Banbury premises for a term of 10 years at a current annual rental of £21,000, expiring in 2021. The charity is continuing to negotiate to extend the lease in respect of Littlemore Hospital premises for a further term of 3 years at a current annual rental of one peppercorn.

Type	Detail	Annual charge	Ends	Under 1 year	2 - 5 Years	Over 5 Years	Total
Building	Manzil Way	£44,000	29/09/2020 (Break clause	£44,000	£110,000	-	£154,000
Building	Banbury	£21,000	2020	£21,000	£42,000	-	£63,000
Building	Littlemore	No rent charged	Not finalised	-	-	-	-
Photocopier	New	£1,900	2020	£1,900	£3,800	-	£5,700
				<b>£66,900</b>	<b>£155,800</b>	<b>-</b>	<b>£222,700</b>

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2017	2016
Not later than one year	66,900	£66,900
Later than one and not later than five years	155,800	£222,700
Later than five years	-	-
	<b>£222,700</b>	<b>£289,600</b>

18. RELATED PARTY TRANSACTION

During the year a donation of £14,000 was received from St Michaels and All Saints Church. The Very Reverent Robert Wilkes is a trustee of both Restore and St. Michaels Church.

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds £	Designated Funds £	Unrestricted Funds £	Total £
Fund balances at 31 March 2017				
are represented by:				
Tangible Fixed Assets	48,277	-	28,145	76,422
Current Assets	3,962	220,000	437,311	661,273
Current Liabilities	-	-	(77,105)	(77,105)
	<u>52,239</u>	<u>220,000</u>	<u>388,351</u>	<u>660,590</u>

20. STATEMENT OF FINANCIAL ACTIVITIES BY FUND FOR THE YEAR ENDING 31 MARCH 2016

	Unrestricted £	Designated	Restricted £	Total £
<b>INCOME AND ENDOWMENTS FROM:</b>				
Income from donations and legacies	192,647	-	88,125	280,772
Income from other trading activities	19,285	-	-	19,285
Income from investments	1,436	-	-	1,436
Rental Income	60,931	-	-	60,931
Income from charitable activities				
Grants receivable	1,162,907	-	-	1,162,907
Sale of goods and services	124,245	-	-	124,245
<b>Total Incoming Endowments</b>	<u>1,561,451</u>	<u>-</u>	<u>88,125</u>	<u>1,649,576</u>
<b>EXPENDITURE ON</b>				
Expenditure on raising funds				
Cost of fundraising	83,981	-	-	83,981
Cost of goods sold	58,905	-	-	58,905
Expenditure on charitable activities				
Coaching	337,414	-	34,074	371,488
Recovery	841,914	-	75,986	917,900
Volunteer & Training	130,696	-	5,331	136,027
Recovery College	94,406	-	3,838	98,244
	<u>1,404,430</u>	<u>-</u>	<u>119,229</u>	<u>1,523,659</u>
Total Expenditure	1,547,316	-	119,229	1,666,545
Net gains on Investments	1,019	-	-	1,019
<b>NET INCOME (EXPENDITURE)</b>	<u>15,154</u>	<u>-</u>	<u>(31,104)</u>	<u>(15,950)</u>

21. VOLUNTEERS

The work and activities of Restore were assisted during the year to 31 March 2017 by 176 (2016: 152) volunteers providing 15,640 (2016:15,117) hours of support

22. In the event of the winding up of the Company, members are liable to contribute an amount of no more than £1.