

# Trustees' Report and Financial Statements

## **The NOAH Enterprise**

For the year ended 31 March 2013

Company registration number: 03248392

Charity number: 1059672

# **The NOAH Enterprise, Company number 03248392**

## **Trustees' Report and Financial Statements**

**Year ended 31 March 2013**

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# The NOAH Enterprise, Company number 03248392

## Officers and Professional Advisers

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<b>The Board of Trustees</b>	Rev A Blyth (Chair) A W Gray R W Gough (Treasurer) Lord McKenzie K MacRitchie Dr P J Ward Rev R O'Neill
<b>Secretary</b>	J O'Connor
<b>Chief Executive</b>	J O'Connor
<b>Registered Office</b>	141 Park Street Luton Bedfordshire LU1 3HG
<b>Head Office</b>	141 Park Street Luton Bedfordshire LU1 3HG
<b>Auditors</b>	MHA MacIntyre Hudson Chartered Accountants & Statutory Auditor 31 Castle Street High Wycombe Buckinghamshire HP13 6RU
<b>Bankers</b>	The Co-operative Bank 80 Cornhill London EC3V 3NJ

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees

Year ended 31 March 2013

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The Board of Trustees, who are also the directors of the charitable company, have pleasure in presenting their Report and the financial statements of the charitable company for the year ended 31 March 2013.

### **Structure, Governance and Management:**

#### **Governing Document**

As the charitable company ("charity") is limited by guarantee, no shares are held in the charity. The governing document of the charity is the Memorandum and Articles of Association. The charity was incorporated on 11 September 1996. Charity registration was given on 12 December 1996, charity number 1059672.

#### **Organisation Structure**

The Board of Trustees is responsible for the strategic management of the organisation and may co-opt new Members between General Meetings at which time their appointment is ratified.

The Board has reviewed the nature of its governance in the context of NOAH Enterprise's growth and relatively rapid expansion. As a result the Trustees now hold 'business' meetings five times per annum and have added 2 further meetings solely dedicated to strategic development. In addition, the Chair meets with the Chief Executive frequently to discuss longer-range agenda items as well as strategic implementation and short-term issues or constraints.

The Board's Internal Services Sub-Committee meets regularly prior to each Board meeting to scrutinise finance, human resources and administrative matters; and monitors the Charity's response to issues raised by its Auditors.

Trustees are recruited via recommendations from existing Trustees, and there is a prescribed, structured induction process. On-going training is by input from the Chief Executive and Company Secretary as well as by attendance at relevant and appropriate events and courses.

#### **Board of Trustees**

The Board of Trustees who served during the year were as follows:

Rev A Blyth	K MacRitchie
A W Gray	Dr P J Ward
R W Gough	Rev R O'Neill
Lord McKenzie	

#### **Risk Management**

The Board of Trustees has examined the major strategic, business and operational risks which the charity faces and confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks. The Board of Trustees continue to seek to establish the creation of adequate reserves to ensure that the work of the Charity can continue to avoid disruption of the service to beneficiaries which may happen as a result of the volatile and uncertain nature of charity income.

### **Objectives and Activities:**

#### **Principal Activities**

NOAH Enterprise is an incorporated charity based in Luton which seeks, out of Christian conviction, to help the most disadvantaged in Bedfordshire. Particularly, it is focused on people who are homeless or at risk of being homeless, including rough sleepers and those who are deeply entrenched, and others who are marginalised and socially excluded. It provides a day-care welfare service in Luton, and street outreach and resettlement / reconnection services across Bedfordshire, arranges training in life and basic skills and combines that with a Social Enterprise which trades in restored furniture and white goods as well as the traditional charity shop clothing and bric-a-brac products. This social business, apart from generating an income, is a key component of NOAH's holistic approach to supporting individuals who are extremely socially excluded in improving the quality of their lives. It provides them with structure where before there was chaos, skills and work experience where there has been long-term unemployment, an empathetic social environment, and all of this combines to increase the self-confidence, -esteem and -respect of those involved.

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees *(continued)*

Year ended 31 March 2013

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The combination of our welfare and social enterprise has the objective of engaging those who are rough sleeping, otherwise deeply entrenched, homeless or at risk of being so, and providing them with primary and supportive social welfare care in the first instance and complementing that with training and work-experience processes which add so much to an individual's rehabilitation and provide a bridge to re-integration back into the community.

### **Charity Objectives**

NOAH Enterprise seeks, out of Christian conviction, to help the most disadvantaged in the local community of Luton and South Bedfordshire. Particularly, it is focused on people who are homeless or at risk of being homeless, and others who are marginalised and socially excluded.

In order to meet its objectives the charity operates a number of projects as follows:-

- Welfare Centre
- Street Outreach and Resettlement/Reconnections service
- Social Enterprise, including training facilities

### **Public Benefit**

The Trustees have complied with the duty in part 1, chapter 1, section 4 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

The Trustees believe that the projects listed above, and the achievements and outcomes recorded in this report, demonstrate that NOAH Enterprise prevents and relieves poverty, and advances education, health, community development, human rights and environmental protection through its holistic approach to meeting the needs of disadvantaged members of society in Luton and in a wider area within Bedfordshire.

### **Achievements and Performance in the Year:**

#### **Perspective**

The recession has impacted on the homelessness voluntary sector in two fundamental, but profound ways; demand is increasing but support funding is reducing. Despite claims by Government and local authorities that the most vulnerable will be protected, the charities providing that protection have had funding for their services cut or significantly reduced. By their nature (ethos, objectives, values) these charities will attempt to do everything in their power to continue to support those who are among the most in need in our society. So it is with NOAH.

#### **Recessionary Impact in 2012/13**

NOAH is recognised by all of the statutory bodies in Luton as the agency of choice to work effectively with rough sleepers and those who are deeply entrenched. So it was particularly disappointing to lose the contract with Luton Borough Council to support exactly that group, those with complex needs. This has combined with other support withdrawal in terms of free waste collection from the social enterprise (the availability of this service recognised the benefit to the Local Authority of NOAH collecting furniture and white goods that might otherwise have found their way into expensive landfill), financial impact £26k p.a.; funding for the Emergency Winter Shelter was reduced by a further 25% and now stands at only 23% of cost, financial impact £20k p.a. In their review of their properties the Council have withdrawn their tenancy-at-will agreement in respect of NOAH occupying their Supplies Building at their waste management site in Luton because they deem the building unsafe despite considerable investment by us and them over the past 5 years, financial impact £50k. Rent is being levied on a Council property which NOAH is currently trading from on a peppercorn-rental basis, financial impact £7k p.a. This combination is putting extreme financial pressure on the Charity.

#### **On the Other Hand**

In the aforementioned review of properties, the Council initially deemed NOAH's Welfare Centre, which is a Council property, unsafe and asked NOAH to vacate. After discussion and reconsideration, the Council undertook to invest in the building to the extent that it was made safe in the short-term and then reacted favourably to our proposal that they should gift the site and buildings to NOAH. Government has devolved responsibility for the administration of what was known as 'the Crisis Loan

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees *(continued)*

Year ended 31 March 2013

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Fund' to local authorities. Luton Borough Council will provide emergency assistance from this fund now known as the Crisis Support Scheme, by making grants for goods by voucher. NOAH has been awarded a 6 month pilot project to be the supplier of household goods within the scheme. Given that the service is a new experience for both the Local Authority and NOAH, the very constructive, co-operative approach of both parties has ensured that the scheme has been properly structured and is working effectively.

NOAH was successful in obtaining funding at the beginning of the year from the Homelessness Transition Fund established by Government. This enabled the continuance of NOAH's proven street outreach service in Luton. That success was added to by a similarly successful bid to the same fund towards the end of the year to extend that service into the rest of Bedfordshire. This was to focus street outreach in support of achieving the Government's No Second Night Out objectives across the County. The outreach team are complemented by a resettlement / reconnections activity which has been funded through Bedford Borough Council. This is an exciting initiative which provides an opportunity to proactively help rough sleepers and those most deeply entrenched throughout Bedfordshire.

Our strategic intention to continually find ways to better improve the prospects of the people we support in integrating fully into society has been boosted by the award of grants from charitable trusts. These will enable us in 2013/14 and the following two years to provide vocational skills training particularly in service engineering and combine that training with work experience and assistance in gaining employment.

### **Operational Performance**

Officially, until this year, the number of people sleeping rough in Luton was put at 3. The official count this year put the number at 25, an increase of 733%. This is underscored by the experience of this winter's emergency shelter where there were 75 residents compared with 53 the previous year, an increase of 41%. An analysis of the operation of the shelter has shown that the age profile of residents is younger with the majority in the 20-30 and 30-40 age ranges, which is a decade younger than it was ten years ago. The reasons for this profile are (i) the introduction of single room housing benefit allowance affecting 25 to 35 year olds whereby their housing benefit was significantly reduced from full rate and there is limited capacity of single rooms available for rental; and (ii) the introduction of benefit sanctions on those who are unemployed but considered fit for employment but are deemed not to be pursuing job opportunities as Government considers they should.

The number of Eastern Europeans accessing our services has increased marginally but become more diverse with our Polish service users being joined by people from Hungary, Lithuania and, most recently, Bulgaria and Romania. The majority of those using our services continue to be white British. On average up to 100 people per day access our Welfare Centre and at any one time we will have 500 live cases.

The Welfare Centre was open every day of the year offering a battery of services covering primary (food –breakfast, lunch and evening soup kitchen, clothing and personal hygiene facilities) and supplementary care (resettlement, advice on personal financial management, interfacing with other specialist agencies, medical and dental services, drama, music and art therapies), and a proactive street outreach team. Demand remained high averaging up to 100 attendees per day, seeking some or all of the services available. We have commissioned the installation of the homeless sector standard database, In-Form, to replace our existing customised database which we pioneered and which has served us well over the past 6 years. In-Form will enable us to provide a more comprehensive and pertinent range of service user support information, measurement indicators and service efficiency and outcome evidence.

Two retail outlets contribute to NOAH's Social Enterprise; the NOAH Shop – a general clothing and bric-a-brac shop – and a furniture store. The latter is fed by furniture restoration activity and white goods refurbishment activity, both of which provide employable skills training and practical work experience. Turnover has suffered in the past year in light of the recession, as is the experience in the sector generally. Compensating retail strategies and the introduction of the Crisis Support Scheme

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees (continued)

Year ended 31 March 2013

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give every prospect of reversing that decline which will be reinforced by our introduction of the Palace IT database which is the standard in the furniture / white goods social enterprise sector. As with our Welfare database, this replaces our customised database which we pioneered and which has served us well for the past 6 years.

### Operational Reflections

2012/13 proved to be a year of achievement in many ways.

- Awarded Homelessness Transition Fund grant to extend street outreach, into the rest of Bedfordshire, further recognising NOAH's capability of working with the most entrenched people including rough sleepers
- Funding granted by Lankelly Chase Foundation is affording the extension and development of the mentoring service that we introduced this year to create pathways to employment for our service users and those who are long-term unemployed and come to us from training and employment agencies Placed 150 people into accommodation
- Secured funding from Esmée Fairbairn to support increased training capacity in white goods refurbishment
- Supported 75 people through our emergency winter shelter
- Worked with 61 people through our outreach programme against a contractual requirement to support 31
- Recognised by the High Sheriff of Bedfordshire for 'great and valuable services to the community'
- Working with 500+ people in real need
- Strengthening partnerships with the University of Bedfordshire and Luton Sixth Form College
- Increasing practical support from the business community
- Engaging in excess of 200 volunteers
- Significantly reduced support from Luton Borough Council

### **Financial Review**

The year ended with a deficit of £57,130 (2012 (£226,581)). Restricted funds decreased by £1,876. Unrestricted funds decreased by £55,254. Reserves total £639,612 of which £144,031 is restricted.

The budget for 2012-13 was set to achieve a result close to break-even. With Social Enterprise trading under pressure in the recession, NOAH took the following decisions in the interests of its service users, despite decreases in statutory funding:

- Continue to extend opening hours to include a full day centre service at weekends
- Continue to operate an evening soup kitchen
- Operating a cold weather shelter for the longest period since we began doing this 5 years ago, from end November '12 to the beginning of April '13. Unlike other local authorities, Luton Borough Council fund only a fraction (23%) of the full cost and indeed reduced their subsidy by 25% from that given in the previous year. Had we not opened the shelter people would have died on Luton's streets from hypothermia and associated illnesses
- Luton Borough Council's withdrawal of free waste disposal of bulk household goods

In summary:

	2013 £	2012 £
Income	943,622	1,137,342
Expenditure	1,000,752	1,363,923
Net expenditure	(57,130)	(226,581)
Total funds	639,612	696,742

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees *(continued)*

Year ended 31 March 2013

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Budgets are set annually. Actual results are measured against budget on a monthly basis, analysed and reported on. Such reports are tabled to the Board of Trustees at each of the five 'Business' meetings per annum.

The principal funding sources for NOAH Enterprise are statutory funding from central and local government, charitable trust funding, grant from the Department of Foreign Affairs and Trade of the Irish Government, individual business, church and community group donations and contributions from social enterprise activity which also delivers tangible benefits to NOAH's target beneficiary group.

Details of NOAH's expenditure showing the amounts expended under different headings against each of the main charitable activities are given in note 3 to the accounts on page 18.

### **Reserves Policy**

It is the Board of Trustees' policy to keep a proportion of unrestricted funds in reserve to supplement the restricted fund balance. At the year end the unrestricted fund reserve was £495,581. The restricted fund balance was £144,031. The general funds would allow NOAH Enterprise to fulfil its charitable aims and objectives by being able to absorb in the short term any adverse consequences of a changing funding environment thereby ensuring continuous operation of its programme of charitable work for just under 6 months. Present policy is to build this reserve to provide 12 months' operational cover.

### **Financial Support**

NOAH Enterprise would like to thank the following for grant funding and monetary donations received during the year.

29th May 1961 Trust  
Bedford Borough Council  
Bedfordshire and Luton Community Foundation  
Charlotte Marshall Charitable Trust  
Comic Relief  
DCLG: Homelessness Transition Fund  
Department of Foreign Affairs and Trade of Ireland; Emigrant Support Programme  
Department of Work and Pensions  
Lankelly Chase Foundation  
Luton Borough Council  
Sir Harold Hood's Charitable Trust  
Souter Charitable Trust  
The Gladys Wightwick Charitable Trust  
The Henry Smith Charity

### **Contribution to the Local Community**

Through the delivery of its declared objectives, NOAH Enterprise provides benefit to the community. It is the place where those who have fallen through every safety net come for support. For example, medical, mental health and dental services can access, through NOAH, a population that those services could not otherwise reach and can then deliver primary care that is not only remedial but preventative. Consequently NOAH makes a huge, positive contribution to the public purse. But NOAH Enterprise activities have a broader 'ripple effect' of benefit. Through the social enterprise, opportunities are afforded to people who are long-term unemployed and we look to do that more extensively by playing a part in the Government's 'welfare to work' programme. Through this people not only gain work experience and vocational skills but also have a structure in their lives where perhaps chaos existed before. They are part of a social environment populated by fellow trainees and members of NOAH's staff who are understanding and empathetic. Through the whole process their self-confidence and their self-respect improve.

In addition the goods donated to NOAH for re-use which would otherwise be dumped in expensive landfill are instead made available for sale after restoration on a two-tier pricing system, with families / individuals in receipt of state income benefit getting a preferred discount. The net income generated is invested in the general work of NOAH Enterprise thereby making it less dependent on grants.

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees *(continued)*

Year ended 31 March 2013

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### **Contribution from the Local Community**

We remain indebted to all of our volunteers and benefactors from various sections of the community who continue to donate in cash, in kind and through their involvement in delivering our services. Their contribution is not only generous, it is an encouraging sign of support for the work we do and the people for whom we care.

### **NOAH's Holistic Approach**

The span of work undertaken is concentrated in three specific functions.

#### **(i) Welfare**

A proactive approach to supporting people who are homeless or at risk of being so is built on a wide range of practical services. These can be broadly categorised as (i) primary welfare; food, clothing, personal hygiene and (ii) complementary welfare; health services, counselling, resettlement, outreach, and recreational therapies. These services are made available through the direct commitment of 16 staff working out of our Welfare Centre which is open 365 days of the year. They include:

- Daily cooked breakfast (except at weekends) and lunch
- Clothing store
- Toilet and shower facilities
- Medical Services
- Dentistry
- Chiropody
- Laundry
- Resettlement support – finding accommodation, financial advice, and help with housing
- Advice on managing personal finance
- Advice on statutory income benefits
- Outreach support – helping homeless people obtain, maintain and sustain independent living
- Drug and alcohol counselling
- Soup Kitchen
- Emergency Winter Shelter
- Drama group
- Music group
- Art club
- Book Club
- Average attendance up to 100 per day and 1,000 unique individuals each year

#### **(ii) Social Enterprise**

NOAH's trading activity revolves around the restoration of furniture, the refurbishment of white goods and the retail of both. The retail offer is extended to include new furniture and white goods.

The process is structured around 2 Luton based retail outlets, a furniture warehouse and a traditional charity shop. The former is supported by 2 functional activities – white goods refurbishment and furniture restoration. The receipt of donations and the delivery of sold products is made possible by the deployment of our diverse fleet of vans. In all social enterprise provides:

- more opportunities for work experience and skills training for those coming to us for support
- greater opportunities for consumers, especially those on restricted budgets
- the potential for making a greater net financial contribution to sustaining the work of NOAH
- the NOAH Shop trading in donated clothing and bric-a-brac employs 2 members of staff and 10 volunteers
- the Furniture Warehouse trading in new and pre-used furniture and white goods employs 3 staff and engages up to 50 volunteers
- Furniture restoration and white goods refurbishment activities employ 3 members of staff and 30 volunteers
- 3 vans for collections/deliveries employing 2 staff and 8 volunteers
- re-uses 400+ tons of what would otherwise be bulk waste

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees *(continued)*

Year ended 31 March 2013

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### **The Future**

Experience in the past year has shown that the poor as represented by our service users are bearing part of the brunt of cuts in public spending through the withdrawal of various forms of support from Luton Borough Council. This is perplexing when set against the Council's declared intent to protect the most vulnerable from the effects of the recession. It reinforces our commitment to generating the maximum income through our social enterprise and conversely reducing further any reliance on grant funding to enable our continued provision of vital services to the most excluded. Our experience in 2012/13 has reinforced our views in that respect in order to give some certainty of being able to carry out our mission of working with individuals on the margins of society. That will always be a driving force behind all that we seek to do. However, we do believe that our society has a fundamental obligation to care for the poorest in their midst and to contribute meaningfully to the provision of that care through organisations such as NOAH Enterprise; it is a hallmark of a civilised society.

### **Board of Trustees' Responsibilities**

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they 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 those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- 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 are sufficient to show and explain the company's transactions and 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.

# The NOAH Enterprise, Company number 03248392

## Report of the Trustees *(continued)*

Year ended 31 March 2013

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### **Auditors**

MHA MacIntyre Hudson are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

### **Small company provisions**

This Report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:  
141 Park Street  
Luton  
Bedfordshire  
LU1 3HG

Signed by order of the Board of Trustees

.....  
Rev A Blyth  
Trustee

Approved by the Board of Trustees on .....2013

# **The NOAH Enterprise, Company number 03248392**

## **Independent Auditors' Report to the Members**

**Year ended 31 March 2013**

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We have audited the financial statements of NOAH Enterprise for the year ended 31 March 2013 which comprise the Statement of Financial Activities, the Balance Sheet, and related notes. The financial reporting framework that has been applied to their preparation is applicable law and 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 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 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of the Trustees and the auditors**

As explained more fully in the Trustees' Responsibilities Statement set out on page 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 Report of the Trustees to identify material inconsistencies with the audited financial statements. 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 31 March 2013 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 the 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 matter prescribed by the Companies Act 2006**

In our opinion 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.

# The NOAH Enterprise, Company number 03248392

## Independent Auditors' Report to the Members *(continued)*

Year ended 31 March 2013

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### **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:

- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; 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 Trustees' Annual Report.

31 Castle Street  
High Wycombe  
Buckinghamshire  
HP13 6RU

BIANCA SILVA ACA  
(Senior Statutory Auditor)  
For and on behalf of  
MHA MACINTYRE HUDSON  
Statutory Auditor and Chartered Accountants

.....2013

# The NOAH Enterprise, Company number 03248392

## Statement of Financial Activities and Income and Expenditure Account

Year ended 31 March 2013

<b>Incoming resources</b>	<b>Note</b>	Unrestricted funds £	Restricted funds £	<b>Total funds 2013 £</b>	Total funds 2012 £
<i>Incoming resources from generated funds</i>					
Voluntary income					
Donations and Gift Aid recoveries		40,503	2,989	43,492	41,075
Grants - core funding / general	1	–	–	–	6,000
Activities for generating funds		–	–	–	421
Investment income					
Interest		4,380	–	4,380	6,097
<i>Incoming resources from charitable activities</i>					
Grants	1	–	345,272	345,272	298,271
Day Centre and related services		71,608	–	71,608	242,403
Social Enterprise		467,958	–	467,958	540,460
		<u>539,566</u>	<u>345,272</u>	<u>884,838</u>	1,081,134
Other income		10,912	–	10,912	2,615
<b>Total incoming resources</b>		<u>595,361</u>	<u>348,261</u>	<u>943,622</u>	<u>1,137,342</u>
<b>Resources expended</b>					
<i>Costs of generating funds</i>					
	3	32,607	–	32,607	27,680
<i>Charitable activities</i>					
Development of Luton Ark	3	–	–	–	100,742
Welfare Centre	3	145,410	306,000	451,410	507,327
Social Enterprise, including training facilities	3	456,324	44,137	500,461	713,008
		<u>601,734</u>	<u>350,137</u>	<u>951,871</u>	1,321,077
<i>Governance costs</i>	3	16,274	–	16,274	15,166
<b>Total resources expended</b>		<u>650,615</u>	<u>350,137</u>	<u>1,000,752</u>	<u>1,363,923</u>
<b>Net outgoing resources before transfers</b>					
	4	(55,254)	(1,876)	(57,130)	(226,581)
Transfer between funds		–	–	–	–
<b>Net movement in funds for the year</b>		<u>(55,254)</u>	<u>(1,876)</u>	<u>(57,130)</u>	<u>(226,581)</u>
Funds at 1 April 2012		<u>550,835</u>	<u>145,907</u>	<u>696,742</u>	<u>923,323</u>
<b>Resources available at 31 March 2013</b>	11	<u>£495,581</u>	<u>£144,031</u>	<u>£639,612</u>	<u>£696,742</u>

The charity has no recognised gains or losses other than the results for the period as set out above.

All of the activities of the charity are classed as continuing except where indicated otherwise.

The accounting policies and notes on pages 14 to 21 form part of these financial statements.

# The NOAH Enterprise, Company number 03248392

## Balance Sheet

31 March 2013

	Note	£	2013 £	2012 £
<b>Fixed assets</b>				
Tangible assets	5		16,988	17,493
<b>Current assets</b>				
Stocks		21,486		27,276
Debtors	7	65,705		33,681
Cash at bank and in hand		731,437		869,399
		818,628		930,356
<b>Creditors: amounts falling due within one year</b>	8	196,004		251,107
<b>Net current assets</b>			622,624	679,249
			£639,612	£696,742
<b>Funds</b>				
Unrestricted funds				
Designated funds	11		–	–
General funds	11		495,581	550,835
			495,581	550,835
Restricted funds	11		144,031	145,907
			£639,612	£696,742

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

These financial statements were approved and authorised for issue by the Board of Trustees on the

.....2013 and are signed on their behalf by:

.....  
Rev A Blyth  
Trustee

.....  
A W Gray  
Trustee

The accounting policies and notes on pages 14 to 21 form part of these financial statements.

# The NOAH Enterprise, Company number 03248392

## Accounting Policies

Year ended 31 March 2013

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The principal accounting policies which are adopted in the preparation of the financial statements are set out below:

### **Basis of accounting**

The financial statements have been prepared under the historical cost convention, and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005), the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) (effective April 2008).

### **Cash flow statement**

A cash flow statement has not been prepared on the grounds that the charity is exempt from the requirement to produce such a statement.

### **Recognition of incoming resources**

These are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, the Trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient certainty.

All incoming resources and expenditure are reported gross in the SOFA.

### **Grants and donations**

Income from voluntary sources such as collections, donations and grants, are credited when received and when the charity has unconditional entitlement to the resources.

### **Contractual income and performance-related grants**

This is only included in the SOFA once the services have been delivered.

### **Volunteer help**

The value of volunteer help received is not included in the accounts but described in the Report of the Trustees.

### **Investment income**

This is included when receivable.

### **Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources and include any attributable VAT which cannot be recovered.

### **Cost allocation**

Direct costs have been allocated directly to the appropriate charitable activity. Items of expenditure which contribute directly to more than one activity, and support costs, have been apportioned on the basis of full time equivalent staff numbers.

### **Cost of generating funds**

These costs relate to the generation of voluntary income and investment income. They include fees for consultants, training and other resources, staff time and support costs.

### **Governance costs**

Include costs of preparation and audit of statutory accounts, the costs of Trustee meetings and cost of any legal advice to Trustees on governance or constitutional matters.

### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources calculated by reference to use of staff time.

# The NOAH Enterprise, Company number 03248392

## Accounting Policies *(continued)*

Year ended 31 March 2013

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### **Funds accounting**

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with an allocation of support costs as permitted by the funder.

Unrestricted funds are donations and other income received for the objects of the charity without further specified purpose and are available as general funds.

Designated funds are amounts allocated by the Board of Trustees for specific purposes.

### **Fixed assets**

All fixed assets are initially recorded at cost. Assets are not capitalised below £200.

### **Depreciation**

Depreciation is calculated so as to write off the cost of an asset, net of anticipated disposal proceeds, over the useful economic life of that asset as follows:

Leasehold improvements	- over period of lease
Furniture and equipment	- 25% to 50% straight line
Motor vehicles	- 25% to 33.3% straight line
Bespoke computer software	- 33.3% straight line

### **Pension contributions**

The charity makes contributions to a group personal defined contribution pension scheme on behalf of its staff. Contributions are charged to the Statement of Financial Activities in the year in which they are payable in accordance with the FRSSSE.

### **Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

### **Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

# The NOAH Enterprise, Company number 03248392

## Notes to the Financial Statements

Year ended 31 March 2013

### 1. Grants

	Unrestricted funds £	Restricted funds £	2013 Total £	2012 Total £
<b>Voluntary Income</b>				
<b>Grants from trusts</b>				
Various	–	–	–	6,000
<b>Income from charitable activities</b>				
<b>Grants from Trusts</b>				
<b>Grants from statutory bodies</b>				
Irish Government: Department of Foreign Affairs and Trade; Emigrant Support Programme EEDA	–	76,700	76,700	104,440
Bedford Borough Council – No Second Night Out Communities and Local Government Homelessness Transition Fund - Luton	–	45,000	45,000	–
Homelessness Transition Fund - Bedford	–	61,266	61,266	–
Luton Borough Council	–	138,421	138,421	110,740
	–	366,387	366,387	266,055
Deferred income released from previous years	–	89,710	89,710	27,276
Incoming resources deferred in the current year	–	(142,915)	(142,915)	(89,710)
Grants for income from charitable activities recognised in the current year	–	£345,272	£345,272	£298,271

Grant income has been deferred where

- Resources are received before the charity has unconditional entitlement to them.
- Grant conditions require that resources are expended in a future period.

### 2. Staff costs and numbers

	2013 £	2012 £
<b>Staff costs</b>		
Salaries	602,614	678,777
Social security costs	51,673	58,579
Employer's pension contributions	2,734	3,272
	657,021	740,628
Recruitment costs	1,486	1,357
Redundancy	–	3,718
Training	9,135	6,774
Volunteer and welfare expenses	4,239	5,720
Agency staff	5,736	14,141
Other staff costs	19,672	17,847
	40,268	49,557
Total staff costs	£697,289	£790,185

# The NOAH Enterprise, Company number 03248392

## Notes to the Financial Statements

Year ended 31 March 2013

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### 2. Staff costs and numbers *(continued)*

#### Average number of staff employed

	2013	2012
Support services	6	4
Welfare services	14	20
Social enterprise	12	16
	<u>32</u>	<u>40</u>

In addition to the paid employees, the charity has a significant number of volunteers without whose help the charity would be unable to function.

No employee received remuneration and benefits exceeding £60,000 during the year (2012: none)

The Members of the Board of Trustees received no remuneration, nor reimbursement for expenses incurred in the course of their duties on behalf of the charity.

# The NOAH Enterprise, Company number 03248392

## Notes to the Financial Statements

Year ended 31 March 2013

### 3. Resources expended

	Generating funds £	Welfare services £	Social enterprise £	Governance £	2013 Total £	2012 Total £
Staff and volunteer costs	229	235,195	205,799	200	441,423	612,533
Direct costs	96	33,508	108,356	2,931	144,891	205,378
Professional and legal fees	30,880	–	200	10,338	41,418	139,184
Premises	–	23,824	5,998	–	29,822	83,616
Finance charges	–	–	5,725	–	5,725	7,413
Marketing and promotion	–	–	6,183	–	6,183	11,769
Depreciation	–	2,728	7,230	–	9,958	33,534
Bad and doubtful debts	–	1,422	3,014	–	4,436	710
Office facilities	–	7,204	7,622	–	14,826	12,454
Support costs	1,402	147,529	150,334	2,805	302,070	257,332
	<u>£32,607</u>	<u>£451,410</u>	<u>£500,461</u>	<u>£16,274</u>	<u>£1,000,752</u>	<u>£1,363,923</u>

Analysis of support costs	2013 £	2012 £	Allocation of support costs	2013 £	2012 £
Administrative and finance staff and volunteer costs	255,867	177,653	Generating funds	0.5%	0.4%
Office facilities	28,227	28,224	Welfare services	48.8%	49.0%
Finance charges	957	1,087	Social enterprise	49.8%	49.9%
Insurance	9,147	12,149	Governance	0.9%	0.7%
Marketing and promotion	5,291	6,134			
Professional and legal fees	1,263	14,558			
Depreciation	1,318	1,222			
Premises	–	16,305			
	<u>£302,070</u>	<u>£257,332</u>		<u>100%</u>	<u>100%</u>

# The NOAH Enterprise, Company number 03248392

## Notes to the Financial Statements

Year ended 31 March 2013

### 4. Net outgoing resources

Net outgoing resources are stated after charging:

	2013 £	2012 £
Depreciation	10,701	34,754
Audit fees	10,338	11,395
Loss on disposal of fixed assets	575	–
	<u>10,701</u>	<u>11,395</u>

### 5. Tangible fixed assets

	Leasehold improve- ments £	Furniture and equipment £	Motor vehicles £	Bespoke computer software £	Total £
<b>Cost</b>					
At 1 April 2012	251,967	191,734	151,846	37,250	632,797
Additions	2,447	16,453	–	3,000	21,900
Disposals	(11,959)	(95,889)	(32,000)	(37,250)	(177,098)
<b>At 31 March 2013</b>	<u>242,455</u>	<u>112,298</u>	<u>119,846</u>	<u>3,000</u>	<u>477,599</u>
<b>Depreciation</b>					
At 1 April 2012	240,426	185,782	151,846	37,250	615,304
Charge for the year	612	9,099	–	990	10,701
Disposals	(446)	(95,698)	(32,000)	(37,250)	(165,394)
<b>At 31 March 2013</b>	<u>240,592</u>	<u>99,183</u>	<u>119,846</u>	<u>990</u>	<u>460,611</u>
<b>Net book value</b>					
<b>At 31 March 2013</b>	<u>£1,863</u>	<u>£13,115</u>	<u>–</u>	<u>£2,010</u>	<u>£16,988</u>
At 31 March 2012	<u>£11,541</u>	<u>£5,952</u>	<u>–</u>	<u>–</u>	<u>£17,493</u>

### 6. Capital commitments

At 31 March 2013, the charity was committed to capital expenditure of £nil (2012: £nil)

### 7. Debtors

	2013 £	2012 £
Trade debtors	4,899	3,481
VAT recoverable	3,706	14,291
Grant debtors	45,000	–
Other debtors	2,101	936
Prepayments	9,999	14,973
	<u>£65,705</u>	<u>£33,681</u>

# The NOAH Enterprise, Company number 03248392

## Notes to the Financial Statements

Year ended 31 March 2013

### 8. Creditors: amounts falling due within one year

	2013 £	2012 £
Trade creditors	10,348	17,635
Taxation	14,106	14,598
Other creditors	5,987	40,307
Deferred income	142,915	89,710
Accruals	22,648	88,857
	<u>£196,004</u>	<u>£251,107</u>

### 9. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Tangible fixed assets	16,988	–	16,988
Current net assets	478,593	144,031	622,624
Total net assets	<u>£495,581</u>	<u>£144,031</u>	<u>£639,612</u>

### 10. Commitments under operating leases

At 31 March 2013, the company had aggregate annual commitments under non-cancellable operating leases as set out below:

	2013 £	2012 £
Operating leases which expire: Within 2 to 5 years	<u>£708</u>	<u>£889</u>

### 11. Funds

Unrestricted funds represent amounts expendable at the discretion of the Trustees in furtherance of the charity's objects. Although legally expendable at the discretion of the Trustees, not all unrestricted funds are available for immediate or general expenditure.

Amounts which are committed to future expenditure, or invested in assets that cannot be realised in the normal course of events, and that are therefore unavailable for other purposes, are designated to distinguish them from general funds.

Unrestricted funds in excess of the amount required by the reserves policy may also be designated by the Trustees from time to time.

Where income is given for a specific purpose, the funds are classified as restricted, and are only expendable for that particular purpose.

# The NOAH Enterprise, Company number 03248392

## Notes to the Financial Statements

Year ended 31 March 2013

### 11. Funds (continued)

Further information on the purposes for which restricted funds are given:

- **Luton Borough Council** funds NOAH's Welfare Centre and resettlement programme.
- **Department of Communities and Local Government** funds NOAH's welfare and social enterprise activities.
- The **Department of Foreign Affairs and Trade** acts on behalf of the **Irish Government** and distributes funds to organisations involved in the provision of support and advisory services which benefit Irish people in Britain. The restricted revenue grant to NOAH is given for the running of the Welfare Centre while the capital grant is for the redevelopment or replacement of the Welfare Centre building.

The restricted funds at 31 March 2013 are comprised of:

	Restricted Funds b/fwd £	Income £	Expenditure £	Restricted Funds c/fwd £
Luton Borough Council	–	110,736	(110,736)	–
Grants and donations for cold weather shelter and soup kitchen	–	2,989	(2,989)	–
Charitable Trust grants for weekend opening and work with the homeless	–	23,300	(23,300)	–
Charitable Trust grants for social enterprise	34,481	18,600	(43,081)	10,000
Bedfordshire and Luton Community Foundation	–	5,600	(5,600)	–
Department of Communities and Local Government				
Activating Places of Change	2,168	–	–	2,168
Homelessness Transition Fund - Luton	–	90,000	(79,740)	10,260
Homelessness Transition Fund - Bedford	–	10,211	–	10,211
Department of Work and Pensions	–	3,190	(1,056)	2,134
Irish Government: Department of Foreign Affairs and Trade:				
Revenue	–	83,635	(83,635)	–
Capital	109,258	–	–	109,258
Total restricted funds	<u>£145,907</u>	<u>£348,261</u>	<u>£(350,137)</u>	<u>£144,031</u>