

# **Basis Yorkshire Ltd**

Charity number 1120350

A company limited by guarantee number 06192097

## **Annual Report and Financial Statements for the year ended 30 September 2017**



West Yorkshire Community Accounting Service

# **Basis Yorkshire Ltd**

## **Annual Report and Financial Statements for the year ended 30 September 2017**

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**Prepared by West Yorkshire Community Accounting Service**

# **Basis Yorkshire Ltd**

## **Trustees' report for the year ended 30 September 2017**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Catherine Brown Victoria Clarke-Dunn Josephine Maguire Sarah Martin Nina Putnis Patrick Trimmer Cynthia Whitworth Anna Green Francesca Hewitt		Appointed October 2016  Appointed July 2017  Resigned October 2017 Resigned August 2017
<b>Charity number</b>	1120350	Registered in England and Wales
<b>Company number</b>	06192097	Registered in England and Wales
<b>Registered and principal address</b>	<b>Bankers</b>	
94 North Street Leeds West Yorkshire LS2 7PN	Yorkshire Bank plc 94-96 Briggate Leeds LS1 6NP	

### **Independent examiner**

Simon Bostrom FCIE

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 29 March 2007. It is governed by a memorandum and articles of association as amended by certificate of incorporation on change of name dated 3 June 2015. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Basis Yorkshire Ltd**

## **Trustees' report (continued) for the year ended 30 September 2017**

### **Objectives and activities**

#### **The charity's objects**

The protection and preservation of good health of those women and young girls who are, or who are at risk of becoming, involved in prostitution in the city of Leeds or its immediate neighbourhood, in particular but not exclusively by the provision of an advice and counselling service, pastoral and practical care; and the advancement of education for the public benefit in the issues surrounding women and prostitution.

#### **The charity's main activities**

Delivering safety, information and support services to women and young people in the communities that we operate. Provision of direct support and advocacy, working closely with partners to achieve better safety and reduction of harm.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

### **Achievements and performance**

#### **Chair's Introduction**

Basis has worked hard this year to ensure that it remains fit for purpose; supporting our service users and fulfilling our public benefit duties. There has been an emphasis at all levels to focus on responsible decision making and ensuring our actions and behaviours reflect our values.

At Trustee level there has been significant work on providing appropriate strategic direction whilst balancing oversight and support to the Chief Executive and staff. The boards' governance procedures have been overhauled and a robust decision making approach introduced. Whilst the financial position is challenging, these and management controls instituted in the last 12 months have improved the outlook for Basis.

Though we recognise there is always work to be done, the Trustees are confident that they are properly advised and supported to guide and oversee Basis, with clear communication and direction to and from the Chief Executive and staff. We believe Basis is in a very good position to continue to support our service users alongside a measured growth in the scope and reach of services provided.

#### **Basis Sex Work project**

Some of the challenges have been the increased profile of women working on street in Leeds, with resulting increases in risk to their safety, health and wellbeing. Ensuring women don't have to work 'in the shadows' has meant that their presence is acknowledged through the 'managed approach' and continues to lead to some conflict in communities, which the organisation works hard to resolve. Previous strategies have forced women to work out of the public eye and therefore in more unsafe spaces: Basis continue to advocate that the current partnership approach to street sex work is effective with increased reporting of crimes by women to the Police and better relationships for the most vulnerable street sex working women. In 2016/17, the reporting of crimes by women to the Police was maintained at 50%, with 2238 contacts with women over the year.

Sexual health services: The service has enabled a 215% increase in mainstream engagement in sexual health services for indoor working women (442 women engaged with indoor), with improved services for women such as specialist smear testing, contraception provided in communities along with screening and treatment for STIs. 28 women identified as trafficked or exploited have been supported to access additional support, with involvement in 6 trafficking operations.

## **Basis Yorkshire Ltd**

### **Trustees' report (continued) for the year ended 30 September 2017**

#### **Achievements and performance continued**

The wider team have worked with 72 women over the year providing intensive engagement and support with a dedicated case manager providing holistic support to women:

100% offered safety and sexual health services

72 women engaged with for intensive 1-2-1 support

36 women supported around incidents of sexual and domestic violence

36 women have 'moved on' from sex work

Evening outreach on 'the beat': 150 sessions, 450 hours of direct support with 1800 contacts with women. The shift to support rather than enforcement by the Police and the investment in a van has enabled more meaningful contact with women, with average duration of contacts of 14.5 minutes per contact as opposed to brief and fleeting interventions previously. 50 winter warmth packs were distributed in the coldest weather to alleviate the worst effects of the winter weather, with 50% of women reporting recurrent chest infections prior to the project. 56 reports of crime were taken on evening outreach, with details of perpetrators shared under the National Ugly Mugs scheme to aid women identifying men who posed a risk to them. 14 volunteers supported the delivery of the service with 900 hours of volunteer outreach.

#### **Young people's services**

Time 2 have worked directly with 40 young people over the year, all of whom are experiencing sexual exploitation, with 90% reporting better awareness of grooming and safety risks. There have been 1591 contacts with young people in schools and professionals to raise awareness of grooming and exploitation. Leeds' services have worked with 50 girls intensively, providing 1-2-1 support to reduce the risk and improve the safety of young people with 88% reporting better safety. The Lionesses group of young women who have 'moved on' from CSE have continued to be successful, engaging with 8 young women. Additional funding was secured in September to enable a second group of 6 young women to form. The Lionesses won the following awards this year, signalling the success of the group:

Princess Diana Award

National Working Group 'Unsung Heroes' Award

Child Friendly Leeds award

#### **Historic CSE service**

Provided intensive support to 16 women, along with therapy, who have experienced extensive abuse and exploitation in their childhoods and who are seeking to come to terms with their experience and potentially progress cases to court to bring perpetrators to justice. A further 4 women have formed a peer support group to continue to support one another to live with the effects of extensive exploitation and abuse.

#### **Other achievements**

Basis Yorkshire have continued to grow and develop, navigating a complex and challenging operating environment for small charities. The organisation has taken steps to consolidate and prepare for the future with intensive activity on our governance and leadership, whilst at the same time ensuring that women and young people remain firmly at the heart of what we do. The growth of 24 % has enabled the continued support of some of the most marginalised and stigmatised in society, but has also allowed innovation with work in the digital arena, adapting to changes within the groups that we serve. The 'catalyst' role played by the organisation in challenging structural and systemic factors that exclude beneficiaries is changing the way services respond and is improving the lives of the people worked with. The focus on safety and harm reduction using evidence based approaches has continued to deliver benefits with women and young people empowered to access justice, seek support and engage with options to improve their lives whilst reducing the stigma and discrimination they face.

# **Basis Yorkshire Ltd**

## **Trustees' report (continued) for the year ended 30 September 2017**

### **Achievements and performance continued**

#### **Key achievements are:**

- Strengthening governance through working groups on: Finance, Strategy & Governance, Health, Safety and Safeguarding, Workforce and Income Generation with a lead Trustee for each Board sub group. Additional focus on income generation has allowed the organisation to grow significantly.
- Partnerships – Basis have continued to develop partnerships to meet the needs of women and young people with key relationships with:
  - West Yorkshire Police
  - Leeds Sexual Health services
  - Crown Prosecution Service
  - Children and Adults Social Care
  - Clinical Commissioning Groups
  - Leeds Housing Options
  - Mental health services
  - Other third sector providers such as: National Ugly Mugs, Forward Leeds, Women's Lives Leeds, Touchstone, Leeds Migration partners, Joanna, Leeds GATE, LASSN, etc.
- Basis have continued to innovate to meet the changing needs of the people we work with, including those engaged in digitally enabled sex work. The research project 'Beyond the Gaze' allowed Basis to provide netreach services, reaching 1279 women advertising online.
- Campaigning – National Child Sexual Exploitation Awareness Day and 17th December campaign to end violence against sex workers reached more people than ever, with the 17th December campaign being runner up for the Sheila McKechnie Community Campaign award due to it's profile locally and nationally, reaching 94000 people through social media.
- GSK King's Fund IMPACT award winner 2017 – 'Supporting Excellence in Community Health'. Through a process of assessment and scrutiny the organisation has achieved this prestigious award with national recognition of the impact of services on health and wellbeing outcomes, as well as recognition for effective management and governance to achieve this.
- 'Housing First' – the first specific service for sex workers nationally has been mobilised with an interim 6 month report indicating significant and positive outcomes for the most complex street sex working women.

#### Service user feedback

*'They saved my life in a bad relationship'*

*'I see the world more clearer thanks to Basis'*

*'They let me have a voice, they have made me more confident with the world, they listen and don't judge'*

*'They keep trying to contact you even if you don't respond. They don't just give up on you. Other services don't'*

#### Stakeholder feedback

*'It was your outreach worker that stubbornly stayed with x to ensure she was admitted [to hospital]. Given the pressures within the system at the time, this was no mean feat. When the hospital is down to that level of beds they are very careful about whom they admit. It would have been easy for them to persuade x and the outreach worker to have come back tomorrow. I just happened to be on call that week and was able to tell you how pressured the hospital was and what a small miracle it was to have got an admittance. It's the tenacity of your outreach worker that kept x there and eventually into a bed. That for me is the power of the system. Without your organisation x would have probably gone.'* (CCG Strategic Commissioner)

*'The impact that Basis has had has been fundamentally ground breaking. The innovation brought in has changed the view of Police Officers towards sex workers.'* (Superintendent, Community Safety Partnership)

*'Basis Yorkshire are just amazing.'* (Sexual Health Commissioner, Local Authority)

# **Basis Yorkshire Ltd**

## **Trustees' report (continued) for the year ended 30 September 2017**

### **Financial review**

Against the backdrop of limited resources and insecurities over funding, it has continued to be a challenge to plan or develop services. Net expenditure for the year was £25,207 with net expenditure of £3,397 in restricted funds and net expenditure of £21,810 in our unrestricted funds, after transfers. Steps are being taken to address the deficits within individual designated funds to reduce the need to subsidise these from non-designated reserves.

### **Reserves policy**

The charity's free reserves including designated funds but excluding fixed assets, at the year end were £128,506.

The Board of trustees is keenly aware of the need to secure our viability beyond the immediate future. In order to be able to provide reliable services over the longer term, we must be able to absorb setbacks and take advantage of change and opportunity. We provide for this by putting aside, when we can afford it, some of our current income as a reserve against future uncertainties.

The reserves policy has been developed on a risk identification approach based on an understanding of our income streams and their risk profile, the degree of commitment to expenditure and the overall risk environment in which we operate. Risk assessments are conducted annually to consider the reliability of income and the extent to which expenditure is committed, as well as the major risks to which the charity is exposed.

The trustees' reserves policy requires unrestricted funds to be split between designated and non-designated funds. The designated funds comprise the Contingency Fund (the amount set aside for costs should the charity need to be wound up or restructured) and the Future Development Fund (the amount set aside for strategic development). An analysis of the unrestricted funds at the year end is included in the notes to the financial statements. During the year £30,061 of the non-designated funds was used to offset the deficits in restricted fund activities as shown in note 4 of the financial statements.

# **Basis Yorkshire Ltd**

## **Trustees' report (continued) for the year ended 30 September 2017**

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

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 apply them consistently;

observe the methods and principles in the Charities SORP;

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 accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts 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 Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed..... (Trustee)

Name.....

Date.....



## **Basis Yorkshire Ltd**

### **Independent examiner's report to the trustees of Basis Yorkshire Ltd**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 30 September 2017, which are set out on pages 9 to 18.

#### **Responsibilities and basis of report**

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a member of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: ..... Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: .....

#### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Basis Yorkshire Ltd**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 30 September 2017**

	Notes	2017 Unrestricted funds £	2017 Restricted funds £	2017 Total funds £	2016 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	47,883	549,323	597,206	455,747
Other income		7,146	-	7,146	4,876
Bank interest		170	-	170	345
<b>Total income</b>		<b>55,199</b>	<b>549,323</b>	<b>604,522</b>	<b>460,968</b>
<b>Expenditure on:</b>					
Salaries, NI and pensions	(3)	27,298	428,759	456,057	321,127
Recruitment		349	-	349	4,706
Staffing Costs		454	7,800	8,254	4,529
Travel		388	33,401	33,789	23,808
Client counselling costs		-	25,463	25,463	9,100
Client clothing and resources		-	-	-	932
Contraception and sexual health		-	6,423	6,423	3,021
Outreach van costs		-	2,180	2,180	1,024
Advertising and promotion		177	5,937	6,114	1,055
Telephone and internet		-	9,144	9,144	13,215
Training and conferences		39	10,121	10,160	3,616
Rent		-	15,069	15,069	15,544
Room hire		-	2,650	2,650	749
Utilities and service charges		-	9,277	9,277	548
Repairs and maintenance		-	4,080	4,080	370
Insurance		3,742	5,688	9,430	6,867
Accountancy		1,580	-	1,580	1,020
Legal and professional fees		2,947	-	2,947	732
Project evaluation fees		-	3,000	3,000	7,040
Depreciation		2,013	-	2,013	1,402
Other costs		7,961	13,789	21,750	32,658
<b>Total expenditure</b>		<b>46,948</b>	<b>582,781</b>	<b>629,729</b>	<b>453,063</b>
<b>Net income / (expenditure)</b>		<b>8,251</b>	<b>(33,458)</b>	<b>(25,207)</b>	<b>7,905</b>
<b>Transfers between funds</b>	(4)	<b>(30,061)</b>	<b>30,061</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(21,810)</b>	<b>(3,397)</b>	<b>(25,207)</b>	<b>7,905</b>
<b>Fund balances brought forward</b>		<b>153,620</b>	<b>4,168</b>	<b>157,788</b>	<b>149,883</b>
<b>Fund balances carried forward</b>	(4)	<b>131,810</b>	<b>771</b>	<b>132,581</b>	<b>157,788</b>

All incoming resources and resources expended derive from continuing activities.

# Basis Yorkshire Ltd

## Balance sheet

as at 30 September 2017

	2017	2017	2017	2016
	Unrestricted £	Restricted £	Total £	Total £
<b>Fixed assets</b>				
Tangible assets (5)	3,304	-	3,304	4,205
<b>Total fixed assets</b>	<u>3,304</u>	<u>-</u>	<u>3,304</u>	<u>4,205</u>
<b>Current assets</b>				
Debtors and prepayments (6)	14,907	47,698	62,605	50,133
Cash at bank and in hand	116,534	110,557	227,091	161,713
<b>Total current assets</b>	<u>131,441</u>	<u>158,255</u>	<u>289,696</u>	<u>211,846</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (7)	2,935	157,484	160,419	58,263
<b>Total current liabilities</b>	<u>2,935</u>	<u>157,484</u>	<u>160,419</u>	<u>58,263</u>
<b>Net current assets / (liabilities)</b>	<u>128,506</u>	<u>771</u>	<u>129,277</u>	<u>153,583</u>
<b>Net assets</b>	<u>131,810</u>	<u>771</u>	<u>132,581</u>	<u>157,788</u>
<b>Funds</b>				
Unrestricted funds				
Designated funds (8)	116,000	-	116,000	86,220
General unrestricted funds	15,810	-	15,810	67,400
Total unrestricted funds	<u>131,810</u>	<u>-</u>	<u>131,810</u>	<u>153,620</u>
Restricted funds	<u>-</u>	<u>771</u>	<u>771</u>	<u>4,168</u>
<b>Total funds</b>	<u>131,810</u>	<u>771</u>	<u>132,581</u>	<u>157,788</u>

For the year ending 30 September 2017 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2015).

The financial statements were approved by the board of trustees on

Date: .....

Signed: .....

(Trustee)

Name .....

**Basis Yorkshire Ltd**  
**Statement of cash flows**  
**for the year ended 30 September 2017**

	2017 £	2016 £
<b>Cash flows from operating activities:</b>		
<b>Net cash provided by (used in) operating activities</b>	<u>66,320</u>	<u>11,508</u>
<b>Cash flows from investing activities:</b>		
Dividends and interest	170	345
Purchase of tangible fixed assets	<u>(1,112)</u>	<u>(3,944)</u>
<b>Net cash provided by (used in) investing activities</b>	<u>(942)</u>	<u>(3,599)</u>
<b>Cash flows from financing activities:</b>		
Repayments on borrowing	-	-
Cash inflows from new borrowing	<u>-</u>	<u>-</u>
<b>Net cash provided by (used in) financing activities</b>	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	65,378	7,909
Cash and cash equivalents at the beginning of the reporting period	<u>161,713</u>	<u>153,804</u>
<b>Cash and cash equivalents at the end of the reporting period</b>	<u>227,091</u>	<u>161,713</u>

<b>Reconciliation of net movement in funds to net cash flow from operating activities</b>	2017 £	2016 £
Net movement in funds for the reporting period (as per the statement of financial activities)	(25,207)	7,905
Adjustments for:		
Depreciation charges	2,013	1,402
Dividends and interest from investments	(170)	(345)
(Increase) / decrease in debtors	(12,472)	16,614
Increase / (decrease) in creditors	<u>102,156</u>	<u>(14,068)</u>
<b>Net cash provided by (used in) operating activities</b>	<u>66,320</u>	<u>11,508</u>

<b>Analysis of cash and cash equivalents</b>	2017 £	2016 £
Cash in hand	108	-
Notice deposits (less than 30 days)	<u>226,983</u>	<u>161,713</u>
<b>Total cash and cash equivalents</b>	<u>227,091</u>	<u>161,713</u>

# **Basis Yorkshire Ltd**

## **Notes to the accounts**

### **for the year ended 30 September 2017**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015). The charity constitutes a public benefit entity as defined by FRS 102.

##### **Reconciliation with previous Generally Accepted Accounting Practice In preparing the accounts**

The trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. They have determined that no such restatement is required.

As a consequence, there has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Tangible fixed assets**

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Office equipment: 25%

Fixtures and fittings: 15%

**Basis Yorkshire Ltd**  
**Notes to the accounts**  
**for the year ended 30 September 2017**

**1 Accounting policies**

**Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

**Fund accounting**

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 purposes.

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

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

**Leases**

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

**Basis Yorkshire Ltd**  
**Notes to the accounts continued**  
**for the year ended 30 September 2017**

<b>2 Grants and donations</b>	2017	2017	2017	2016
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Big Lottery	-	94,120	94,120	85,917
Children in Need (CIN)	-	49,465	49,465	29,583
Comic Relief	-	40,000	40,000	13,333
Esmee Fairbairn	-	30,000	30,000	30,000
Garfield Weston	10,000	-	10,000	-
Glaxo Smith Kline	30,000	-	30,000	-
Henry Smith	-	71,893	71,893	53,572
LCC Children's Services	-	28,000	28,000	28,000
LCC Supporting People	-	15,641	15,641	17,908
Leeds City Council (LCC) Public Health	-	37,480	37,480	39,450
Leeds Community Foundation	-	4,352	4,352	2,852
Leeds S&E Sector Health Grants	-	19,991	19,991	31,644
Lloyds Bank Foundation	-	24,911	24,911	27,064
West Yorkshire FI	-	42,070	42,070	-
West Yorks Police and Crime Commissioner (WYPCC)	-	60,017	60,017	8,733
Womens Lives Leeds	-	27,300	27,300	-
Barbara Ward	-	-	-	5,000
Ewan Cornish	-	-	-	5,000
Jimbo's fund	-	-	-	22,500
Office of the PCC for Norfolk	-	-	-	39,301
The Brelms Trust	-	-	-	5,000
Other grants	-	4,083	4,083	7,132
Donations	7,883	-	7,883	3,758
	<u>47,883</u>	<u>549,323</u>	<u>597,206</u>	<u>455,747</u>

<b>3 Staff costs and numbers</b>	2017	2016
	£	£
Gross salaries	409,431	292,283
Social security costs	32,904	22,428
Pensions	13,722	6,416
	<u>456,057</u>	<u>321,127</u>

The average number employees during the year was 23, being an average of 17 full time equivalent (2016: 15 FTE).

There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2017	2016
	£	£
Costs of the scheme to the charity for the year	13,722	6,416
Amount of any contributions outstanding at the year end	nil	nil
Amount of any contributions prepaid at the year end	nil	nil

# Basis Yorkshire Ltd

## Notes to the accounts continued

### for the year ended 30 September 2017

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Time Too Big Lottery & Henry Smith		136,138	148,823	12,685	-
CIN Childrens Services		39,362	39,344	-	18
CIN Lionesses		10,103	9,525	-	578
Comic Relief ISVA/IDVA		40,000	45,844	5,844	-
Esmee Fairbairn CEO Salary		30,000	30,000	-	-
Core Funding-Henry Smith PC		14,616	14,616	-	-
New Futures/Supporting People		36,606	39,845	3,239	-
Lloyds Bank Foundation PC and F&A		19,205	19,205	-	-
LCC Children's Services		28,000	31,981	3,981	-
Leeds City Council (LCC) Public Health		37,480	38,316	836	-
Leeds Community Foundation		4,352	4,352	-	-
Leeds S&E Sector Health Grants		19,991	22,545	2,554	-
West Yorkshire FI		42,070	41,895	-	175
West Yorks PCC-Historic CSE		56,768	56,768	-	-
West Yorks PCC-		3,249	3,249	-	-
Womens Lives Leeds		27,300	27,996	696	-
Rosa & LOF		4,083	4,083	-	-
CSE Evaluation		-	226	226	-
Other funds	4,168	-	4,168	-	-
	<u>4,168</u>	<u>549,323</u>	<u>582,781</u>	<u>30,061</u>	<u>771</u>

Fund name	Purpose of restriction
Time Too Big Lottery & Henry Smith	Delivery of 1-2-1 services to young people in York and North Yorkshire experiencing CSE
CIN Childrens Services	Provision of 1-2-1 service for young people in Leeds experiencing CSE
CIN Lionesses	Provision to facilitate peer group support
Comic Relief ISVA/IDVA	Direct service provision 1-2-1 to adult sex workers experiencing sexual or
Esmee Fairbairn CEO Salary	Core costs to fund CEO salary
Core Funding-Henry Smith PC	Funding for direct 1-2-1 support for adult sex workers and management support
New Futures/Supporting People	Funding for direct 1-2-1 support for adult sex workers and management support
Lloyds Bank Foundation PC and F&A	Core costs funding for management support and finance and admin
LCC Children's Services	Provision of 1-2-1 service for young people in Leeds experiencing CSE
LCC Public Health	Provision of sexual health services to sex workers in Leeds
Leeds Community Foundation	Provision of winter wellbeing project for sex workers in Leeds
Leeds S&E Sector	Provision of direct 1-2-1 support for sex workers in Leeds
West Yorkshire FI	Funding for Housing First partnership project with Foundation Housing
West Yorks PCC-Historic CSE	Provision of direct 1-2-1 support to women who have experienced historical sexual exploitation in Leeds
West Yorks PCC-	Provision of direct 1-2-1 support to women who have experienced historical sexual exploitation in Leeds
Womens Lives Leeds	Provision of direct 1-2-1 support to women with multiple and complex needs
Rosa & LOF	Project support costs to develop awareness raising materials around sex work
CSE Evaluation	Project support costs for evaluation of sexual exploitation services

Transfers from unrestricted funds to restricted have taken place to subsidise service provision where funds have not covered the full cost of delivery.



**Basis Yorkshire Ltd**  
**Notes to the accounts continued**  
**for the year ended 30 September 2017**

**5 Tangible assets**

	Office equipment	Fixtures and fittings	Total
<u>Cost</u>	£	£	£
At 1 October 2016	26,021	8,824	34,845
Additions	585	527	1,112
At 30 September 2017	<u>26,606</u>	<u>9,351</u>	<u>35,957</u>
<u>Depreciation</u>			
At 1 October 2016	24,003	6,637	30,640
Charge for year	1,306	707	2,013
At 30 September 2017	<u>25,309</u>	<u>7,344</u>	<u>32,653</u>
<u>Net book value</u>			
At 30 September 2017	<u>1,297</u>	<u>2,007</u>	<u>3,304</u>
At 30 September 2016	<u>2,018</u>	<u>2,187</u>	<u>4,205</u>

**6 Debtors and prepayments**

	2017	2016
	£	£
Debtors	31,959	16,610
Prepayments	15,742	7,747
Funds owed by trading subsidiary	14,904	25,776
	<u>62,605</u>	<u>50,133</u>

**7 Creditors and accruals**

	2017	2016
	£	£
Credit card account	1,170	470
Creditors	26,451	2,086
Accruals	6,374	9,257
Deferred income	126,424	46,450
	<u>160,419</u>	<u>58,263</u>

**8 Designated funds**

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Future development fund	32,020	-	-	8,980	41,000
Contingency fund	54,200	-	-	20,800	75,000
	<u>86,220</u>	<u>-</u>	<u>-</u>	<u>29,780</u>	<u>116,000</u>

**Basis Yorkshire Ltd**  
**Notes to the accounts continued**  
**for the year ended 30 September 2017**

**9 Trustee expenses**

During the year no trustees were paid expenses (previous year: £ nil).

**10 Related party transactions**

**Key management personnel**

The key management personnel of the charity comprises the Chief Officer only. The total employee benefits of the key management personnel of the charity were £37,954.

**Other transactions with trustees or related parties**

Basis Yorkshire Limited is the controlling party of Basis Training and Education CIC which is itself a community interest company limited by guarantee (company number 08840099).

**11 Operating leases**

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	94 North Street office
	£
Within one year	21,625
In the second to fifth years inclusive	<u>43,583</u>
	<u>65,208</u>

## Basis Yorkshire Ltd

### Statement of Financial Activities including comparatives for all funds

#### (including summary income and expenditure account)

#### for the year ended 30 September 2017

	2017 Unrestricted funds £	2016 Unrestricted funds £	2017 Restricted funds £	2016 Restricted funds £	2017 Total funds £	2016 Total funds £
<b>Income</b>						
Grants and donations	47,883	4,564	549,323	451,183	597,206	455,747
Other income	7,146	4,876	-	-	7,146	4,876
Bank interest	170	345	-	-	170	345
<b>Total income</b>	<b>55,199</b>	<b>9,785</b>	<b>549,323</b>	<b>451,183</b>	<b>604,522</b>	<b>460,968</b>
<b>Expenditure</b>						
Salaries, NI and pensions	27,298	-	428,759	321,127	456,057	321,127
Recruitment	349	4,706	-	-	349	4,706
Staffing Costs	454	-	7,800	4,529	8,254	4,529
Travel	388	-	33,401	23,808	33,789	23,808
Client counselling costs	-	-	25,463	9,100	25,463	9,100
Client clothing and resources	-	-	-	932	-	932
Contraception and sexual health	-	-	6,423	3,021	6,423	3,021
Outreach van costs	-	-	2,180	1,024	2,180	1,024
Advertising and promotion	177	-	5,937	1,055	6,114	1,055
Telephone and internet	-	-	9,144	13,215	9,144	13,215
Training and conferences	39	-	10,121	3,616	10,160	3,616
Rent	-	-	15,069	15,544	15,069	15,544
Room hire	-	-	2,650	749	2,650	749
Utilities and service charges	-	-	9,277	548	9,277	548
Repairs and maintenance	-	-	4,080	370	4,080	370
Insurance	3,742	-	5,688	6,867	9,430	6,867
Accountancy	1,580	-	-	1,020	1,580	1,020
Legal and professional fees	2,947	-	-	732	2,947	732
Project evaluation fees	-	3,677	3,000	3,363	3,000	7,040
Depreciation	2,013	1,402	-	-	2,013	1,402
Other costs	7,961	-	13,789	32,658	21,750	32,658
<b>Total expenditure</b>	<b>46,948</b>	<b>9,785</b>	<b>582,781</b>	<b>443,278</b>	<b>629,729</b>	<b>453,063</b>
<b>Net income / (expenditure)</b>	<b>8,251</b>	<b>-</b>	<b>(33,458)</b>	<b>7,905</b>	<b>(25,207)</b>	<b>7,905</b>
<b>Transfers between funds</b>	<b>(30,061)</b>	<b>-</b>	<b>30,061</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(21,810)</b>	<b>-</b>	<b>(3,397)</b>	<b>7,905</b>	<b>(25,207)</b>	<b>7,905</b>
<b>Fund balances brought forward</b>	<b>153,620</b>	<b>153,620</b>	<b>4,168</b>	<b>(3,737)</b>	<b>157,788</b>	<b>149,883</b>
<b>Fund balances carried forward</b>	<b>131,810</b>	<b>153,620</b>	<b>771</b>	<b>4,168</b>	<b>132,581</b>	<b>157,788</b>