

Registered Company No. 07675101 (England and Wales)
Registered Charity No. 1146684

ICENI IPSWICH
ANNUAL REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2018

TRUSTEES' ANNUAL REPORT & ACCOUNTS

YEAR ENDED 31 MARCH 2018

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ICENI IPSWICH

Legal & Administrative Details

Charity Name	:	Iceni Ipswich
Status	:	Company limited by guarantee
Company Number	:	07675101 (England and Wales)
Charity Registration Number	:	1146684
Registered Office & Principal Address	:	74- 78 Foundation Street Ipswich IP4 1BN Tel: 01473 214006

Patron

Sir Michael Bunbury Bt KCVO DL

Trustees (Directors)

Alexander John Scott-Barrett (Chairman)

Inga Lockington

Jane Chambers

(resigned 4 September 2017)

Nigel Bunting

(see below) (resigned 6 November 2018)

Petra Sharp

Laurence Bradley

(see below)

Noel Smith

At the AGM on 11 December 2017 Nigel Bunting and Laurence Bradley retired by rotation, in accordance with the company's Articles of Association, and were duly re-elected.

Chief Executive

Brian Tobin

Independent Examiner

S S Gravener

Scrutton Bland LLP

Fitzroy House

Crown Street

Ipswich

IP1 3LG

Bankers

National Westminster Bank Plc

25 High Street

Colchester

CO1 1DG

Solicitors

Gotelee Solicitors

31-41 Elm Street

Ipswich

IP1 2AY

TRUSTEES ANNUAL REPORT

The Trustees present their annual report and the financial statements for the year ended 31 March 2018. This report represents a directors' report as required by Section 417 of the Companies Act 2006.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the Charities Act 2011, the Companies Act 2006, the company's Memorandum and Articles of Association, and 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), as updated on 1 February 2016.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Iceni Ipswich was incorporated on 20 June 2011 under company number 07675101 (England and Wales) and is a company limited by guarantee. The company became a registered charity on 30 March 2012. The company took over the staff and operations of The Iceni Project (an unincorporated charity) together with that charity's assets, liabilities and commitments on 1 April 2012.

The company is governed by its Memorandum and Articles of Association, as amended by special resolution on 9 March 2012.

The directors of the company are the charity's trustees for the purposes of charity law and throughout this report they are collectively referred to as the trustees. Trustees are recruited in a variety of ways, including introductions from existing trustees and others associated with Iceni Ipswich. A recommendation is then made to the board of trustees, following a meeting with the Chairman and the Chief Executive. Potential trustees will attend a meeting of the board of trustees before appointment. Trustees can be appointed either at a meeting of the board or by the company's members by ordinary resolution at a general meeting.

Trustees are invited to attend a short induction training session and are thereafter encouraged to participate in appropriate training courses. Periodically, trustees participate in strategy workshops which bring together trustees and staff.

The trustees meet on a regular basis in order to review and agree major areas of policy. The role of the board of trustees is principally to:

- ensure that Iceni Ipswich has a clear vision, mission and strategic direction
- monitor and support the Chief Executive in order to achieve these objectives

The day to day running of the charity and the exercise of executive responsibility is delegated by the trustees to the Chief Executive.

The trustees and the executive have joint responsibility for identifying and managing the major risks which are likely to affect the long-term viability of the charity. Where possible, systems and procedures have been introduced to mitigate the potential impact on the charity should those risks materialise. The major risks are considered to be financial in nature. The trustees and executive have continued to seek further grant funding from a variety of sources to ensure that the charity will be able to continue to operate at an appropriate level for the foreseeable future. Efforts have also continued to pursue a diverse mix of funding from local authorities, public bodies and private corporations, donations from individuals, and local fundraising activities.

OBJECTIVES AND ACTIVITIES

The objectives of IcenI Ipswich are as follows:

- to offer care and support to those living in Ipswich and the surrounding area, whose lives have been affected by the misuse of drugs and other forms of addiction, and to promote awareness within the community to prevent an increase in that addiction
- to relieve the needs of families affected by any form of addiction, and to provide them with the help they require to allow family members to become addiction free, and in particular to improve the opportunities for children to fulfil their potential by offering support to allow families to remain together
- to influence policy makers to ensure that national, regional and local strategies on drug addiction and other forms of dependency reflect the evidence-base of what we believe works through promoting the strategic, operational and tactical significance that has emerged from our work and communicating with key decision makers to enable them to see the bigger picture

OUR VISION

Our vision is one of believing in and valuing those families that need our service, that they can be architects of their own futures and that they can engage positively in the process of change that enables them to live fulfilling and healthy lifestyles whilst actively contributing to the communities in which they live.

PUBLIC BENEFIT

The trustees are aware of and have due regard to Charity Commission guidance on public benefit and have taken this into account when designing and delivering services to clients and to the wider public.

ACHIEVEMENTS AND PERFORMANCE

One of the most pleasing successes is that, last year, 94% of all parents stated their needs had been met by IcenI. This is due largely to our philosophy which includes some very distinctive characteristics of our activities that families found to be key to successful interventions -- These include: 'getting', 'keeping' and 'engaging' parents; a strong theory base; more than one method of delivery; and working with both parents and children. Whilst the outcomes requested are largely positive, it is the day to day successes we witness that convinces us that what we do "works". Some may only be small in nature and not measurable, however, simply getting a family onto a programme in the first instance is often a "win".

We are pleased and optimistic that our pilot perpetrator programme (Venta) will prove to be a game changer in how we reduce domestic abuse. Midway through and feedback suggests that the programme was successful for the participants and they reported an increase in their wellbeing and a positive understanding of their responsibility within relationships that are volatile. The full evaluation will tell us more, however, we are particularly excited with what we believe can be achieved in this challenging area. The success of this will contribute to one of our main outcomes of reducing incidents of domestic abuse.

There has been little to be concerned about over the past 12 months. We have met or exceeded the majority of our set outcomes with our main funders. However, we continue to learn, and the following are some general findings that may need further investigation:

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- It is clear that the problems families are presenting with do not occur overnight and our findings suggest that the 'triggers' for family breakdown are often well known by individual local services for a long time before children are taken into care. The failure of services to deal with these whole family issues is a key reason for the problems facing the care system.
- Better interagency collaboration and closer alignment with cross cutting strategies is required to tackle complex, multi-faceted problems at the earliest possible time.
- It is clear that substance misusing parents and their children continue to fall into a gap between child protection services and adult-oriented community drug teams. Their needs go unmet and the gap between need and provision could not be wider and there still remains a painful lack of investment in, and provision of, interagency work between child protection, substance abuse and family work that concentrates on prevention and early intervention.
- Confidence in this service is confirmed by the very striking positive feedback from both other agencies and from parents themselves about our work. Other agencies have commented on the value of IcenI for their ability to work with families where there are high levels of needs, their positive working relationships with professionals, and the flexible and practical support provided to parents and children.
- Making better use of our data and evidence - We have learnt that data by itself is useless: it is the judgements that the stakeholders of IcenI make that are important as we develop and learn. We believe the actions we take on the basis of sound data has led to improvements in the manner in which we deliver services. However, we acknowledge we have to get smarter in areas of evaluation, how we evidence and promote that what we do works, how do we really know we are steering in the right direction.

We are always looking to improve and, if appropriate and financially possible, we will introduce new activities as and if required. However, our current programme of activities is producing the desired outcomes, so it may be a case of tweaking areas of our work as we go. We have completed the first of 2 pilot programmes of our perpetrator of domestic abuse programme (Venta). Early indications are that this is proving to be very effective. Once the second pilot is complete we will receive a comprehensive evaluation report from researchers at Suffolk University.

We completed our move to new premises shortly after the year end with little disruption to our activities. Staff, Volunteers and most importantly the families we support are pleased with the lay out and room configuration of the new building.

Funders, Partners and Supporters

We wish to thank everyone who has supported IcenI Ipswich during the year. Our work dealing with addiction, domestic abuse and deprivation is not always at the top of people's lists when they are thinking of making donations, so this support is much welcomed. We appreciate donations from local people as this gives us confidence that people do care about improving the lives and communities in which they live and work. The work carried out by IcenI would not have been possible without the dedication and generosity of our supporters and volunteers, and the support from partner organisations with which we work.

There are no magic answers to becoming sustainable, no simple solutions and no pots of gold. Equally, there are no guarantees of survival, but if we plan effectively, avoiding reliance on one source of funding, building organisational skills and capacity, and choosing income streams that are appropriate for the work we do and the impact we seek to achieve, these will go a long way towards it.

To achieve a level of sustainability requires money and it is unlikely we can rely on any new or additional money, so we have one viable option – raise it ourselves. We have agreed that recruiting a fundraiser is a right step to take. The recruitment process for a fundraiser began in October 2018 and they will hopefully commence operations before January 2019.

We recognise that it is a time of immense change in providing front-line services. Our external environment consists of a number of organisations and social and political trends that impact on us and due to the complexity of the financial markets we will be operating in (i.e. diminishing amounts of cash available) there is a growing need amongst local communities, like Ipswich, to focus resources where it really matters, on delivering high quality frontline services that produce positive outcomes and not on wasteful bureaucracy. This will include the need for commissioners to trust the small charity sector to innovate and develop effective new approaches to tackling social problems instead of concentrating on ever larger sums of money on large national charities.

Wealth in the sector is hugely concentrated within large tenders/contracts and all too often the most dynamic community-based local charities are losing out to large, professionalised national ones, a situation which has worsened. Drops in funding to the sector as a whole, continually weak charitable giving and the increased concentration of resources to a small number of large charities all indicate that the health of the sector has declined rather than improved in recent years.

The Government is right to see local charities and community groups as vital to the health of local communities. This is stated in their recently released Civil Society Strategy. However, we now need local councils and commissioners to work with local charities so that they can continue to provide the services people need.

Collaborative Arrangements

Throughout Suffolk, family and children programmes frequently involve a large number of delivery organisations with different areas of focus – health, crime prevention, education, substance misuse and domestic violence to name but a few. They provide different services and assess different needs against different criteria which means that there is less of an incentive for an individual organisation to invest in collaborative programmes which can cause organisational silos.

If organisations work collaboratively and go out of their way to strengthen relationships and tackle the barriers to the smooth and efficient flow of families, they will be able to deliver better health and social care for their population and make better use of increasingly scarce resources. IcenI remains committed to working with organisations who share similar aims and over the past year we have worked closely with the following:

- Drug & Alcohol services
- Schools
- Police
- Suffolk Troubled Families scheme
- Young people's Services
- Youth Offending Service
- School Attendance Service
- Health visitors
- Mental health services
- Debts/welfare organisations
- Domestic abuse services
- Jobcentres/clubs
- Children's Centres
- Housing providers
- Health providers/GPs
- Carer organisations
- Social workers/Social Care Teams

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We remain keen to explore initiatives that bring organisations closer together. Our CEO has been appointed as The Chair of Trustees at a charity that supports young people in Suffolk. 4YP shares similar aims as IcenI and the idea of this appointment was primarily to assist their new CEO in implementing changes to benefit the charity. It is also to look at how like-minded charities can share ideas and share people! It is a 2 year tenure and it is hoped that the sharing of skills will be reciprocated and perhaps tried elsewhere.

FINANCIAL REVIEW

Income for the year amounted to £381,547 (2017: £502,950) and expenditure amounted to £386,852 (2017: £359,273) giving net expenditure for the year of £5,305 (2017: net income £143,677). Closing fund balances at 31 March 2018 amounted to £207,072 (2017: £212,377) comprising restricted funds of £25,848 (2017: £11,575) and unrestricted funds of £181,224 (2017: £200,802).

Income was considerably lower than in the previous year. That was partly because IcenI received an exceptional one-off donation of £100,000 during 2016/17. In addition, the fees received by IcenI in respect of partnership work carried out with Turning Point (a national charity) as part of the delivery of the Suffolk Recovery Network (a comprehensive drug and alcohol treatment service on behalf of Public Health Suffolk) reduced from £200,000 per annum to £120,000 per annum with effect from 1 April 2017 – a reduction of £80,000. This contract runs for another two years up to 31 March 2020.

IcenI did however benefit from a full year's grant during the current year from the Big Lottery Fund (Reaching Communities), and this accounted for £112,465 income in 2017/18 (compared with £64,400 in 2016/17). This is part of a four year grant award from the Big Lottery Fund amounting in total to £462,943 and which commenced on 1 September 2016. This income has been treated as restricted funding as summarised under note 14 to the accounts. Further restricted grants received for 2017/18 included £25,000 from the Henry Smith Charity and £25,000 from the Lloyds Bank Foundation for England and Wales, £20,000 from the Suffolk Police and Crime Commissioner's Fund and £5,500 from the Sir Halley Stewart Trust (with a further £16,500 due in 2018/19) to cover the development, implementation and evaluation of IcenI's new 'Venta Project' during 2018, and other funding from the Rope Trust, Mediterranean Shipping Company and Suffolk Community Foundation to help with the cost of client activities and client group work. Grants received but deferred at the year end to future accounting periods amounted to £30,025 (2017: £41,317).

Unrestricted grants received during 2017/18 included £20,000 from Ipswich Borough Council, £10,000 from the Paul Getty Trust and £5,000 from the Golders Green Foundation. As in previous years, we have also been very well supported by a large number of individuals and local organisations.

Total expenditure for the year was approximately £27,500 higher than in the previous year. Staff salaries account for most of this increase. Salaries were uplifted midway during last year with effect from September 2016, reversing essential cost reduction measures taken during a previous year (including a voluntary reduction in both staff numbers and staff working hours) and at the same time recognising the need to reward staff with a much deserved pay increase. Although there have been no further rate increases during 2017/18, current year expenditure includes the full effect of the above changes. In addition, eligible employees were enrolled into a workplace pension scheme on 1 May 2018, which added a further £829 to salary costs.

RESERVES AND FUTURE FUNDING

The trustees consider that the charity should aim for a level of unrestricted reserves sufficient to cover normal operating expenses of at least 6 months at any one time. Unrestricted reserves at the end of March 2018 amounted to £181,224, which represents approximately 5 months projected operating costs. After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

PLANS FOR THE FUTURE

Operationally we are pleased with what we have achieved. We have achieved successful outcomes in most work areas. However, as mentioned, we have been subject to unprecedented demand over the past year and we see no sign of this diminishing. It is a challenging time and we are saddened that we may have to focus on and target our support to those families in 'crisis' at the expense of early intervention which we know only stores up further trouble for the future

If the demand increases into next year, and in order that we can maintain our service levels and continue to promote the wellbeing of families and our staff, we may have to consider rationing of our services through raised thresholds, waiting lists or both. We also need to explore if improved collaborative arrangements with like minded organisations can reduce costs. Early in 2019 we will be exploring how to manage demand better. We will apply demand management to our services and consider the following questions:

- Who uses/accesses our services?
- What services are they using?
- Why and for what purpose?
- How they access them?
- The journey they go on – from their initial request to getting the service they need
- Who is accessing / using services incorrectly?
- Where the blockages are in the system?
- Who or what could support managing demand?

By understanding and using this information, we can then better:

- redesign the process end-to-end so that people can use and access us more easily
- target our resources more effectively
- target services to those who most need them

Our commitment to getting the views and opinions of our beneficiaries remains a priority. As well as the processes listed below, we have introduced a static iPad stand in our reception area. This is a quick way to gauge people's satisfaction with our services on a daily basis. It is easy to use, and records how satisfied they are with the service they received on any particular day. The data from this process thus far indicates that 92% of every visit to IcenI was positive and 88% of parents stated their needs on their visit had been met.

We continue to collect feedback from the families we work with and consultation and feedback process with current and ex-service users continues to occur. Last year we consulted with 64 parents using a set of questions asked on a 1:1 basis and 17 parents were also consulted in 2 focus group discussions. This figure is down from last year, due largely to having to prioritise increased demand on our services and the preparations for the move to new premises.

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We have established an ongoing open and transparent dialogue with the people the charity support, the local community and local investors such as Rotary Clubs and churches. We presented our work in 22 different community settings this year and I believe we have maintained a healthy reputation with the communities we serve. However, we want to improve on how we involve and communicate with the people and communities of Ipswich. With this in mind, the next 12 months we want to improve on the following and be able to evidence that:

- Our communications are frequent, engaging and creative
- Our communications with service users are excellent
- We effectively market our services to potential service users, potential donors and other organisations who may refer to us
- We effectively use social media and digital technology to share and promote the work we do to all sectors of Ipswich including local neighbourhoods
- We use our expertise and knowledge to influence the way in which other organisations work and how they view IcenI

Through experience we know that we have to reduce dependency on one or two income streams. We also have the desire to create a broad base of fund-raising that can lay down the foundations for long-term income including:

1. Trusts/foundations
2. Local authority funding
3. Local fundraising campaigns
4. Business / Corporate sponsorships
5. Local philanthropy

All supported by an improved internet/social media presence.

We get the majority of our funding from 1 & 2, with a small but highly appreciated contribution from 3. Items 4 & 5 are new areas to target, and we were recommended to explore these by Charities Aid Foundation who spent time with us this year, to assist IcenI in increasing income.

In the first instance, we think concentrating our fundraiser on item 4, the business /corporate sector will be the most productive. We can build on our existing network of contacts to deepen and extend relationships. We don't currently have enough manpower or the requisite skills within our ranks to work effectively and raise the level of fundraising required.

We also envisage recruiting volunteers to develop item 3. We know there is public enthusiasm to build on, based on the number of sponsored individual events we have benefited from in the past.

We believe funding on the basis of real impact is a lot more satisfying than worrying about line items in a budget. What is important is the impact per donor pound: the cost per person of having an opportunity to thrive. We believe we have over the past built up a compelling case for investment; we now have to continue to convince potential investors that our work will endure over time and is worthy of further investment.

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law in England and Wales requires the trustees to prepare financial statements each financial year that give a true and fair view of the state of affairs of the charity and of its income and expenditure for that year. In preparing the financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles set out in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue to operate.

The trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and that enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. The trustees are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In common with many other similar companies, the charity's Articles of Association permit the purchase of insurance designed to indemnify the trustees in accordance with Section 73F of the Companies Act 2006.

This report represents a directors' report as required by Section 417 of the Companies Act 2006, and has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

This report has been approved by the trustees on 28 November 2018 and signed on their behalf by

Alexander Scott-Barrett
Chairman

Inga Lockington
Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ICENI IPSWICH

I report to the trustees (who are also the Directors for the purpose of company law) on my examination of the financial statements of IcenI Ipswich ('the charitable company') for the year ended 31 March 2018 as set out on pages 12 to 23.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the trustees of the charitable company you are responsible for the preparation of the financial statements in accordance with the Companies Act 2006 ('the 2006 Act').

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

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the financial statements. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the financial statements present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

Independent examiners 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 the Institute of Chartered Accountants in England and Wales and of the Association of Chartered Certified Accountants, which are two 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:

- Accounting records were not kept in respect of the charitable company as required by section 386 of the 2006 Act; or
- The financial statements do not accord with those records; or
- The financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- The financial statements 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).

Continued/.....

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ICENI IPSWICH
(continued)**

Independent examiners statement (continued)

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 financial statements to be reached.

S S Gravener FCCA, ACA
Scrutton Bland LLP
Fitzroy House
Crown Street
Ipswich
IP1 3LG

**STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)
YEAR ENDED 31 MARCH 2018**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	2017
		£	£	£	£
Income and endowments from:					
Donations and legacies	2	51,198	-	51,198	153,899
Other trading activities	3	11,353	-	11,353	6,821
Income from investments	4	57	-	57	22
Income from charitable activities	5	129,006	189,933	318,939	342,208
Total		<u>191,614</u>	<u>189,933</u>	<u>381,547</u>	<u>502,950</u>
Expenditure on:					
Expenditure on raising funds		594	-	594	501
Expenditure on charitable activities	6	210,598	175,660	386,258	358,772
Total		<u>211,192</u>	<u>175,660</u>	<u>386,852</u>	<u>359,273</u>
Net (expenditure)/income	7	(19,578)	14,273	(5,305)	143,677
Net transfers between funds		-	-	-	-
Net movement in funds		(19,578)	14,273	(5,305)	143,677
Funds at 1 April 2017		<u>200,802</u>	<u>11,575</u>	<u>212,377</u>	<u>68,700</u>
Funds at 31 March 2018		<u>£181,224</u>	<u>£25,848</u>	<u>£207,072</u>	<u>£212,377</u>

The statement of financial activities includes all gains and losses recognised for the above financial year. Comparative figures for the previous year are further analysed by fund type under Note 19 to the financial statements.

**BALANCE SHEET
AS AT 31 MARCH 2018**

	Notes	£	2017 £
Fixed Assets			
Tangible assets	9	3,860	5,216
Current Assets			
Debtors	10	23,962	50,813
Cash at bank and in hand	11	223,741	208,922
		247,703	259,735
Creditors: amounts falling due within one year	12	(44,491)	(52,574)
Net Current Assets		203,212	207,161
Total net assets		<u>£207,072</u>	<u>£212,377</u>
Funds			
Restricted funds	14	25,848	11,575
Unrestricted funds	13	181,224	200,802
Total charity funds		<u>£207,072</u>	<u>£212,377</u>

The trustees are satisfied that, for the year ended 31 March 2018, the charity is entitled to exemption from the provisions of the Companies Act 2006 ('the Act') relating to the audit of financial statements for the year by virtue of Section 477, and that no member or members have requested an audit pursuant to Section 476 of the Act.

The trustees acknowledge their responsibilities for ensuring that the charity keeps proper accounting records which comply with the requirements of Section 386 of the Act, and for preparing financial statements which give a true and fair view of the state of affairs of the charity as at 31 March 2018 and of its surplus or deficit for the year in accordance with the requirements of Sections 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

The financial statements have been prepared 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 1 January 2015) (updated 1 February 2016), (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and in accordance with the special provisions applicable to the small company regime under Part 15 of the Companies Act 2006.

Under Section 454 of the Companies Act 2006, on a voluntary basis, the trustees can amend these financial statements if they subsequently prove to be defective.

Approved by the trustees on 28 November 2018 and signed on their behalf by

Alexander Scott-Barrett
Trustee

Inga Lockington
Trustee

Registered Company No. 07675101

**STATEMENT OF CASH FLOWS
YEAR ENDED 31 MARCH 2018**

	£	2017 £
Cash flows from operating activities:		
Net cash provided by operating activities	16,436	148,234
Cash flows from investing activities:		
Interest and dividends	57	22
Purchase of equipment	(1,674)	(5,639)
	(1,617)	(5,617)
Cash flows from financing activities:		
Net cash provided by financing activities	-	-
Increase in cash and cash equivalents in the year	14,819	142,617
Cash and cash equivalents at 1 April 2017	208,922	66,305
Cash and cash equivalents at 31 March 2018	<u>£223,741</u>	<u>£208,922</u>
Reconciliation of net income to net cash flow from operating activities		
Net (expenditure)/income for the year per the statement of financial activities	(5,305)	143,677
Depreciation charges	3,030	2,556
Interest received	(57)	(22)
Decrease/(increase) in debtors	26,851	(15,230)
(Decrease)/Increase in creditors	(8,083)	17,253
Net cash provided by operating activities	<u>£16,436</u>	<u>£148,234</u>

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

1 ACCOUNTING POLICIES

Basis of accounting

The charity is a public benefit entity as defined by FRS 102: an entity whose primary objective is to provide goods or services for the general public, community or social benefit and where any equity is provided with a view to supporting the entity's primary objectives rather than providing a financial return to equity providers, shareholders or members.

The financial statements have been prepared 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 1 January 2015) (updated 2 February 2016) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations, but which has since been withdrawn.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

Income

Income from donations and legacies includes donations, gifts, legacies and grants that provide core funding of a general nature, and is recognised where there is entitlement, and where the receipt is probable, and the amount can be measured with sufficient reliability. Income is deferred if the donor has specified that the grant or donation is intended for use in future accounting periods or has imposed conditions that must be met before the charity has unconditional entitlement.

Income arising from other trading activities includes amounts raised from fundraising activities and events organised by supporters of the charity and by the charity itself, together with rent receivable from sub-letting arrangements in respect of property held on lease by the charity primarily for functional use but which was surplus to operational requirements on certain days.

Income from investments is recognised on a receivable basis.

Income from charitable activities includes amounts receivable under contract together with grants receivable for the provision of specific services or where entitlement to grant funding is subject to specific performance conditions. Grants and donations received to support specific services or programmes are credited to income in the period during which the relevant services are to be provided, provided there is entitlement, probability of receipt and the amount can be measured with sufficient reliability. Income is deferred to the extent that it relates to services to be provided in future accounting periods.

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

1 ACCOUNTING POLICIES

Expenditure

Expenditure is accounted for on an accruals basis and is recognised when a liability is incurred.

Expenditure on raising funds includes expenses in organising fundraising events and activities, together with minor fundraising trading expenditure.

Expenditure on charitable activities includes expenditure associated with the care and support of those affected by the misuse of drugs, and by other forms of addiction, and they include both direct costs and support costs relating to these activities. Costs which cannot be directly allocated to particular activities are allocated on a basis consistent with the use of resources.

Costs incurred in connection with the governance of the charity and its assets, and which are primarily associated with constitutional and statutory requirements, are included in expenditure on charitable activities and are further detailed in the notes to the financial statements.

Depreciation

Tangible fixed assets are recognised at cost. Depreciation is provided on all tangible fixed assets at rates calculated to write off the costs, less estimated residual value, of each asset evenly over its expected useful life as follows: -

Fixtures, fittings and equipment	-	20.0% on cost
Computer equipment	-	33.3% on cost

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Creditors

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

1 ACCOUNTING POLICIES

Irrecoverable VAT

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Taxation

Iceni Ipswich is a charity within the meaning of the Charities Acts 1993 and 2006 and as such is a charity within the meaning of Part 11, Corporation Tax Act 2010. Accordingly, Iceni Ipswich is potentially exempt from taxation in respect of income or gains received within categories covered by Part 11, Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied exclusively to its charitable purposes.

Restricted Funds

Grants and other income received for specific purposes are credited to restricted funds, and any related expenditure is charged to the relevant fund, subject to the level of funds available. Amounts can be restricted either by conditions imposed by the donor or by the charity itself when raising funds for particular purposes.

Unrestricted funds

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

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.

2 DONATION AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2017 £
Grants and donations receivable	49,198	-	49,198	153,899
Legacies	2,000	-	2,000	-
	<u>£51,198</u>	<u>£-</u>	<u>£51,198</u>	<u>£153,899</u>

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018

3 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2017 £
Rent receivable	6,650	-	6,650	3,884
Fund raising activities	4,703	-	4,703	2,937
	<u>£11,353</u>	<u>£-</u>	<u>£11,353</u>	<u>£6,821</u>

4 INCOME FROM INVESTMENTS

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2017 £
Interest received	<u>£57</u>	<u>£-</u>	<u>£57</u>	<u>£22</u>

5 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2017 £
Grants and fees receivable	129,006	178,641	307,647	360,608
Deferred grants brought forward	-	41,317	41,317	22,917
Deferred grants carried forward	-	(30,025)	(30,025)	(41,317)
	<u>£129,006</u>	<u>£189,933</u>	<u>£318,939</u>	<u>£342,208</u>

Unrestricted grants and fees receivable include £120,000 (2017: £200,000) relating to contracted services provided as part of the Suffolk Recovery Network, a comprehensive drug and alcohol treatment service within Suffolk. Also included here are amounts receivable for arranging drug testing analysis and reports, together with other services. Restricted grants of £178,641 above include £113,055 (2017: £82,800) received from the Big Lottery Fund (Reaching Communities).

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

6 CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds £	2017 £
Staff salaries and national insurance	125,863	155,134	280,997	254,020
Training	3,651	375	4,026	2,405
Conference costs	1,000	-	1,000	2,000
Therapy costs	9,790	127	9,917	8,777
Other fees	8,405	3,934	12,339	13,328
Building expenses	31,476	9,146	40,622	41,523
Insurance costs	2,513	506	3,019	2,933
Office equipment maintenance	3,804	2,802	6,606	5,314
Communication	7,225	741	7,966	8,741
Travel	2,320	795	3,115	2,378
Independent examination fees	2,530	-	2,530	2,350
Legal and professional fees	1,127	-	1,127	3,546
Affiliation fees & subscriptions	70	-	70	168
Canteen and sundries	6,098	750	6,848	6,591
Advertising & Marketing	1,354	-	1,354	159
Bank charges	277	-	277	325
Miscellaneous client expenses	65	1,350	1,415	1,658
Fixtures, fittings and equipment depreciation	2,434	-	2,434	679
Computer equipment depreciation	596	-	596	1,877
	£210,598	£175,660	£386,258	£358,772

7 NET INCOME/(EXPENDITURE) FOR THE FINANCIAL YEAR

Net income/(expenditure) for the financial year is stated after charging the following amounts:

	£	2017 £
Depreciation	£3,030	£2,556
Independent examination fees	£2,530	£2,350
Payroll fees	£720	£720
	£6,280	£5,626

No trustee received any remuneration from the charity (2017: £Nil) and no expenses were incurred by or reimbursed to any trustee during the year (2017: £Nil).

There were no donations from related parties with conditions. The aggregate amount of donations received without conditions from trustees was £950 (2017: £1,350).

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

8 STAFF COSTS

	£	2017
	£	£
Wages and salaries	259,790	235,994
Social security costs	20,378	18,026
Pension costs (see below)	829	-
	<u>£280,997</u>	<u>£254,020</u>
	No.	No.
Average monthly number of employees	<u>11</u>	<u>11</u>

Contributions of £829 (2017: Nil) have been paid into a defined contribution 'money purchase' pension scheme operated through the National Employment Savings Trust ('NEST'). This commenced on 1 May 2017 and represents a workplace pension scheme. Eligible employees are automatically enrolled into the scheme and are able to opt out if they so wish.

No employees earned in excess of £60,000 during the year. There was no accrued unpaid holiday pay at the year end (2017: £Nil).

9 TANGIBLE FIXED ASSETS

	Fixtures Fittings and equipment	Computer equipment	Total
	£	£	£
Cost			
At 1 April 2017	37,303	27,169	64,472
Additions	-	1,674	1,674
Disposals	(22,298)	(15,996)	(38,294)
	<u>15,005</u>	<u>12,847</u>	<u>27,852</u>
Depreciation			
At 1 April 2017	35,503	23,753	59,256
Charge for the year	596	2,434	3,030
Eliminated on disposals	(22,298)	(15,996)	(38,294)
	<u>13,801</u>	<u>10,191</u>	<u>23,992</u>
Net book values			
At 31 March 2018	<u>£1,204</u>	<u>£2,656</u>	<u>£3,860</u>
At 31 March 2017	<u>£1,800</u>	<u>£3,416</u>	<u>£5,216</u>

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018

10 DEBTORS

	£	2017 £
Other Debtors	12,589	35,676
Prepayments	11,189	15,127
Accrued income	184	10
	<u>£23,962</u>	<u>£50,813</u>

11 CASH AT BANK AND IN HAND

	£	2017 £
Cash at bank	223,472	208,169
Cash in hand	269	753
	<u>£223,741</u>	<u>£208,922</u>

12 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£	2017 £
Deferred grant income (see below)	30,025	41,317
Other creditors	9,353	7,434
Accruals	5,113	3,823
	<u>£44,491</u>	<u>£52,574</u>

	£	2017 £
Deferred grant income at year end relates to:		
Restricted grants (see note 5)	30,025	41,317
	<u>£30,025</u>	<u>£41,317</u>

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

13 UNRESTRICTED FUNDS

	1 April 2017 £	Income for year £	Expenditure For year £	31 March 2018 £
General charitable funds	<u>£200,802</u>	<u>£191,614</u>	<u>£(211,192)</u>	<u>£181,224</u>

14 RESTRICTED FUNDS

	1 April 2017 £	Income for year £	Expenditure For year £	31 March 2018 £
Strengthening Families fund	-	112,465	(112,465)	-
Building Capabilities fund	11,500	-	-	11,500
Family support workers fund	-	50,000	(50,000)	-
Venta Project fund	75	25,500	(11,227)	14,348
Client activities and support	-	1,350	(1,350)	-
Other restricted funds	-	618	(618)	-
	<u>£11,575</u>	<u>£189,933</u>	<u>£(175,660)</u>	<u>£25,848</u>

The Strengthening Families fund relates to the charity's mainstream work with families where there is an addiction issue affecting one or more family members. Restricted funding of £112,465 relates to a grant from the Big Lottery Fund (Reaching Communities) which commenced on 1 September 2016 and which has been secured for four years up to 31 August 2020. The grant part-funds the salaries of seven members of staff, together with a proportion of staff training, travel costs, general running expenses and allocated overheads.

The Building Capabilities fund relates to a one-off grant of £15,000 received during the previous year from the Big Lottery Fund, to help IcenI Ipswich build relevant skills, knowledge and confidence, in order to improve outcomes to beneficiaries. This will be utilised during 2018/19.

The family support workers fund relates to grants received towards family support workers' salary, national insurance costs and pension costs. Grants received for 2017/18 comprise £25,000 from the Lloyds Bank Foundation, and £25,000 from the Henry Smith Charity.

The Venta Project fund relates to a new pilot scheme which the charity has developed, working with men who behave in a violent, abusive, coercive or controlling way. Two courses are being run during 2018, and the results will be evaluated externally by the University of Suffolk. Funding within 2017/18 comprises £20,000 from the Suffolk Police and Crime Commissioner's Fund and £5,500 from the Sir Halley Stewart Fund (the first of four quarterly amounts).

Grants of £1,350, received towards the cost of client events and support, have been used to help with the cost of running events and activities for clients and their families. A grant of £1,236 was received via the Suffolk Community Foundation towards the cost of Freedom Programmes run by IcenI; £618 was used in 2017/18 and the balance has been carried forward at the year end, for use in 2018/19.

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018**

15 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Restricted funds	-	25,848	25,848
Unrestricted funds	3,860	177,364	181,224
	<u>£3,860</u>	<u>£203,212</u>	<u>£207,072</u>

16 COMMITMENTS

At 31 March 2018 the charity had commitments under non-cancellable operating leases as set out below:

Land and Buildings

Operating leases which expire:

Within 12 months
Within 2 to 5 years

£	2017 £
15,638	-
-	<u>46,913</u>

The £15,638 relates to a property lease on premises occupied and used by the charity. The lease is for two years commencing 1 October 2016 and ending on 30 September 2018. Rent is payable at the rate of £31,275 per annum.

Equipment

The charity had commitments of £9,527 at the year end in respect of leased office equipment; of this £5,190 relates to a five-year lease for a telephone system which commenced in December 2016 and £4,337 relates to a five-year lease for a printer/copier which commenced in July 2017. Both agreements expire within 2 to 5 years of the year end.

17 COMPANY STATUS AND MEMBERS

Iceni Ipswich is a company limited by guarantee and accordingly does not have any share capital. Membership of the company is open to individuals and organisations. The only members are currently the directors of the company, who are also the trustees. The liability of each member is limited to a sum not exceeding £1, this being the amount that each member undertakes to contribute to the assets of the charity in the event of it being wound up while they are a member, or within one year of ceasing to be a member.

18 RELATED PARTY TRANSACTIONS

Other than the donations received from trustees, as detailed under note 7 to the financial statements, there were no related party transactions during the current year

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2018

19 SOFA COMPARATIVES

	Unrestricted Funds	Restricted Funds	Total Funds
Income and endowments from:	£	£	£
Donations and legacies	153,899	-	153,899
Other trading activities	6,821	-	6,821
Income from investments	22	-	22
Income from charitable activities	211,708	130,500	342,208
Total	<u>372,450</u>	<u>130,500</u>	<u>502,950</u>
Expenditure on:			
Expenditure on raising funds	501	-	501
Expenditure on charitable activities	239,847	118,925	358,772
Total	<u>240,348</u>	<u>118,925</u>	<u>359,273</u>
Net expenditure	132,102	11,575	143,677
Net transfers between funds	-	-	-
Net movement in funds	132,102	11,575	143,677
Funds at 1 April 2016	<u>68,700</u>	-	<u>68,700</u>
Funds at 31 March 2017	<u>£200,802</u>	<u>£11,575</u>	<u>£212,377</u>

The above schedule provides a breakdown of comparative figures in respect of the year ended 31 March 2017 for all amounts shown in the Statement of Financial Activities analysed across fund types.