



# REPORT & FINANCIAL STATEMENTS

FOR THE YEAR  
ENDING MARCH 2020



**COMPANY NUMBER:**

07517887

**CHARITY NUMBER:**

1140822

Justlife Foundation Limited  
Reference and administrative information  
for the year ended 31st March 2020

**Company number** 07517887

**Charity number** 1140822

**Registered office and operational address** Justlife Centre  
1479-1489 Ashton Old Road  
Openshaw  
Manchester  
M11 1HH

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Steven Coles                      Chair  
April Baker (appointed February 2020)  
Hannah Clark (resigned May 2020)  
Saoirse Codling (appointed May 2020)  
Alexandra Fleming  
Oliver Heath (appointed April 2020)  
Zoe Maurice (appointed May 2020)  
Kirsty Rawlinson  
Tracey Read  
Amy Sheehan Daly (appointed April 2020)  
John "Ollie" Wilson (appointed April 2020)  
Helen Waterhouse (resigned January 2020)  
Katie Wildig (appointed June 2020)

**Secretary**                      Gretta Starks

<b>Key management personnel</b>	Gary Bishop	Chief Executive (resigned 31 <sup>st</sup> December 2019)
	Simon Gale	Chief Executive (appointed 1 <sup>st</sup> January 2020)
	Andrew Morris	General Manager

**Bankers**                      The Co-operative Bank  
PO Box 250  
Skelmersdale  
WN8 6WT

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**Insurers**

Ansvar Insurance Company Ltd  
Ansvar House  
St Leonard's Road  
Eastbourne  
East Sussex  
BN21 3UR

**Independent  
examiner**

Catherine Hall FCCA DChA, Slade & Cooper Limited  
Greenfish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

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These accounts replace the original accounts and are now the statutory accounts and are prepared as they were at the date of the original accounts 31<sup>st</sup> March 2020.

The trustees present their report and the unaudited financial statements for the year ended 31st March 2020. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **Objectives and Activities**

### Objects

Our charity's purpose as set out in the objects contained in the company's Memorandum of Association is:

The prevention or relief of poverty anywhere in the world by providing or assisting in the provision of education, training, healthcare projects and all the necessary support designed to enable individuals to generate a sustainable income and be self-sufficient.

### Purpose

Justlife was started with the aim of meeting the need identified amongst those living in temporary accommodation across the country who are suffering with deteriorating mental and physical health, becoming victims of crime, losing control of their life and dying prematurely.

### Vision

The vision of Justlife is to ensure people's stay in temporary accommodation is as short, safe and healthy as possible.

### Values

In 2016 Justlife defined our values which underpin the way we deliver services and operate as an organisation and these remain core to our work.

- People before programmes
- Collaboration before competition
- Innovation before institutions

### Aims

We focus on 4 main outcomes to achieve our objects for those living in temporary accommodation, developed using the Theory of Change model.

- Improved health and wellbeing
- Improved housing and financial opportunities
- Improved social capital

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- Systems change

### Organisational Strategy

We are in the final year of our organisational strategy, Future Thinking 2016-21, and are in the process of developing our next strategic plan to begin in April 2021. The strategy has 5 priority areas which we continue to focus on, working with the Chief Executive and senior leadership team within Justlife, with the aim of ensuring we are as sustainable and effective as possible.

1. Empowering and effective services – Develop and deliver services that focus on empowering people to make their own steps towards long-term independence and transformation that are informed in their design and evaluation by our beneficiaries.
2. Doing things differently – Finding new ways to meet unmet need amongst our current and potential beneficiaries, broadening the depth and reach of our work through embedding ourselves, as far as is possible, in the communities which we serve, focussing on listening to individuals and communities.
3. Influencing policy – Working within our own service and in the wider sector to discover and develop positive system change for our beneficiaries.
4. Developing and supporting staff – Recruiting the most talented and well-suited people, who are happy, motivated, cared for and developed during their time with us, and in return we trust that every individual involved with Justlife will embody the positive culture and values which we aspire to.
5. Building an independent and sustainable organisation – Diversifying our income streams, maintaining quality transparent financial processes, demonstrating best practice in our internal governance and developing a business model that is viable and sustainable.

The trustees review the aims, objectives and activities of the charity each year. This report looks at the achievements of the charity and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

### **Achievements and performance**

The charity's main activities and who it tries to help are described below. All its charitable activities focus on people experiencing homelessness, especially the 'hidden homeless' in temporary accommodation and are undertaken to further Justlife Foundation's charitable purposes for the public benefit.

The charity's activities during this year have helped us towards our aim, and achieved positive outcomes for people who are homeless, predominantly those living in temporary accommodation in Brighton & Hove and Manchester, including improved health and wellbeing, improved housing and financial opportunities, improved social capital as well as much needed systems changes in these areas.

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Listed below are some highlights of our activities across the organisation and the outcomes they have achieved in each area of our work, along with information on our beneficiaries. All activities are undertaken to further Justlife Foundation's charitable purposes for the public benefit.

Three main activities have been delivered this year;

- Support and advocacy including attending appointments with people, coordinating the support of those with multiple and complex needs, giving benefits and housing advice and providing a listening ear
- Groups and activities including drop in sessions, creative workshops, life skills development and volunteering opportunities
- Research and policy development including gathering stories and experiences, giving beneficiaries a voice, awareness raising, collaborative projects such as local action groups and networks, researching and creating policy recommendations

We believe equal access to our services is vital to our success and that successful outcomes must be shared by all communities that use or would benefit from our services.

Across our work 671 people experiencing homelessness and temporary accommodation were supported by Justlife this year.

## **Brighton & Hove**

Our activities in Brighton & Hove have focussed around delivering support to people in temporary accommodation (TA) – specifically accommodation for people who are homeless and are provided emergency accommodation on a temporary basis by the local authority. This is done through one-to-one support and outreach, alongside advice and support drop in's, trips, mentoring and workshops at our Creative Studio and through the Social Connection project.

The support for individuals has focused on improving the health outcomes of people discharged from hospital into temporary accommodation as part of the Health Engagement work, reducing ambulance call-outs, A&E presentations and hospital admissions. We worked closely with health professionals on these aims as well as supporting them to move into more stable accommodation and away from homelessness. We also provided transport costs for beneficiaries to get to and from health or housing appointments, emergency food parcels and 'move-in packs' for those moving into or out of TA.

We have continued to work with others in the city to identify issues and potential solutions around TA, hosting the Temporary Accommodation Action Group (TAAG) attended by stakeholders including Brighton & Hove Council, voluntary sector organisations, landlords and residents. We have been able to influence positive change, for example the local authority Housing Committee recently voted to adopt the Temporary Accommodation Standards Charter we developed in partnership with the TAAG.

We continue to host the Brighton & Hove Frontline Network, which brings together those who work within the sector to harness ideas and experience to improve the outcomes for people experiencing homelessness. As part of our partnership with Arch Health, we have linked the voluntary and community sector with healthcare organisations, developing a more joined up approach to the health needs of those who are homeless. We also chair the city's Homelessness Operational Forum on behalf of the local authority.

- 536 people experiencing homelessness, predominantly in Temporary Accommodation, were supported by Justlife

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- 101 people engaged in drop-in advice and support sessions, creative workshops, mentoring, workshops and volunteering
- 350 people were supported while in the Royal Sussex County Hospital to engage in their health care, making their discharge as safe as possible by ensuring it was timely with positive housing options and community support available, delivered alongside our colleagues from Arch Health and Sussex Community Foundation Trust.
- 156 people were supported to attend 616 health appointments and 16 people to attend 85 substance misuse appointments
- 26 people moved into new housing and received support such as budgeting advice, setting up direct debits for rent and facilities payments, making grant applications to purchase furniture and white goods, and support to settle into the local community.
- 40 people referred to and engaged with other support service such as money advice, substance misuse or mental health support
- 65 people identified that their physical or mental health has improved while engaging with Justlife
- 85 people moving into temporary accommodation were provided with move-in packs which contained basic toiletries, crockery, a kettle, tea and cup-a-soups, as well as cooking equipment, a toaster and other useful items like an alarm clock and an organiser.
- 210 people from more than 50 different organisations attended our Frontline Network events on a range of subjects including homelessness and health, neurodiversity, local authority strategy, remembering those who have died while homeless and an ongoing Worker Wellbeing Forum
- 2000 'Useful stuff to know about temporary accommodation' leaflets were created and distributed to temporary accommodation, co-produced by people with lived experience of homelessness and partner agencies involved in the Temporary Accommodation Action Group

### **Beneficiary Feedback**

*"Asking for help was the best thing I have done. I never thought I would be happy to be alive!"*

**Beneficiary**

*"With Justlife, they give you so much advice. If they can't do anything to help us, they put us onto other people that can. They are a lifesaver, simple as!"* **Beneficiary**

*"Exceptional speakers, buzzing atmosphere, wide range of topics covered"* **Attendee of the Homelessness & Health Conference**

### **Case study – Nick\***

*Justlife met Nick shortly after he had attempted to take his own life and was discharged from hospital into temporary accommodation and was referred to us by his doctor. He had been extremely malnourished reaching lows of 6 stone having had rough slept for around 10 years. Nick's homelessness was due to having left a relationship in which he was the victim of domestic violence. He felt completely alone, was unable to go out and unable to make any connections with others.*

*When we first met, Nick was very nervous, but we explained the role Justlife could play and he was said he would work with us. We worked with Nick to sort his housing and benefits, improve his confidence and manage his extreme anxiety. He took to the support really well and together we had lots of successes. Nick's benefits were soon sorted and he got a bus pass. We supported him with a tablet device and he was able to contact his children again and he learnt to use technology for the first time, and started seeing his sister again for the first time in over a decade. He became much more connected with others and less afraid of change. He started eating consistently and gaining weight and feeling healthier.*

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*Nick is now in stable accommodation which he is very happy with. He says he will be quite happy if he lives there forever. He said he never thought he would be happy to be alive but now he is. Nick no longer receives support from Justlife as he is happy, healthy, housed and hanging out with his family!*

\*Name changed to protect identity

**The Impact of COVID-19 in Brighton & Hove (including activities carried out in 2020/21 financial year)**

The local authority placed 393 people, who were rough sleeping or in other types of homeless situations, in hotels as part of the 'Everyone In' initiative, as well as seeing a large increase in the number of people they placed in temporary accommodation. This hugely increased the number of people we needed to support and our work adapted quickly and responsively from the start of the pandemic to meet this need.

The team focused on delivering food, working alongside the local authority and a team of quickly assembled volunteers, to deliver around 300 meals a day, 7 days a week, to people with no cooking facilities in hotels, or means to access food, for financial or shielding reasons. Between April and September 2020 this was over 17,000 meals.

Along with meals, the team delivered cleaning products, advice/guidance, wellbeing supplies, mobile phones and distraction activities, to help people stay indoors and reduce isolation. Justlife worked with Jangala to set up a wireless internet network in a 26-bed temporary accommodation unit, and distributed tablets to 35 people to help them stay in touch with family and friends, access their benefits accounts, stay entertained amongst other things. Our new Social Connection Project, due to start in March, evolved to match volunteers with people in temporary accommodation to have phone calls during the lockdown to ease isolation and improve mental health and the Creative Studio ran online workshops and one-to-one outdoor drawing sessions. Individual support continued with phone calls and meeting in person when absolutely necessary, adhering to social distance guidelines. As the lockdown rules have changed we are now able to deliver more individual support as well as host creative workshops following strict social distancing protocols.

The Frontline Network curated a weekly COVID-19 email to keep people working in the sector informed and connected, especially in such changing and complicated times. It went out to more than 350 people each week and received a lot of positive feedback regarding its impact.

**Case Study – Rosa\***

*"I'm now in recovery from heroin, crack and alcohol addiction (since lockdown started), and Justlife provided me with a tablet which has just made such a difference to my recovery coz I can't get to physical meetings and also don't know when I will be able to because of my disability. But they [Alcoholics Anonymous] do online meetings through Zoom and it's just made a huge difference."*

\*Name changed to protect identity



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## **Manchester**

Our activities in Manchester have focussed around delivering support to people in Unsupported Temporary Accommodation (UTA – Specifically accommodation for people who are homeless but are not provided any accommodation by the local authority) through drop in's, advice sessions and activities, from our centre in Openshaw and at Brunswick Parish Church in Ardwick, alongside one-to-one support and outreach. Openshaw and Ardwick both have high numbers of people living in UTA which mean they are easily accessible for many people, and our outreach work has enabled us to reach out across the city.

The centre-based sessions have included drop-in advice and key work, workshops, trips and volunteering opportunities. Support for individuals has also included providing transport costs to get to and from health or housing appointments, grants for deposits on suitable accommodation, purchasing equipment for people to get back into work and 'move-in packs' for those moving into or out of UTA. The activities have focused on supporting people to move towards a more stable life after being resettled into secure, permanent accommodation, with support in sustaining their tenancy.

We have continued to work with others in the city to identify issues and potential solutions around UTA, hosting the Temporary Accommodation Action Group (TAAG) and the Landlords Forum. By working more cooperatively in this way with stakeholders including Manchester City Council, voluntary sector organisations, landlords and residents we have been able to influence positive change. The TAAG are currently producing a standardised licence agreement, which will help landlords set up housing payments quickly, benefitting both themselves and residents and include useful information for residents such as where to access support and what to expect in UTA.

- 134 people living in UTA were supported by Justlife
- 116 people engaged in drop-in advice and support sessions, each person on average attending 15 times over the year
- 89 people were provided with opportunities to take part in positive activities and workshops such as gardening, cooking, exercise, crafts, a garden party and barbeque enabling them to develop skills, build their confidence and raise their aspirations
- 23 people attended our Christmas party for whom Christmas is often a difficult time, many are isolated from family and friends - for many who attended, this was the only Christmas celebration they would go to
- 727 interventions were made on behalf of 67 people to support them with housing issues such as providing information and advice around housing benefit, accessing housing, budget setting, white goods and furniture funding applications and settling into the local community
- 31 people moved into new housing which also involved providing tailored support e.g. budgeting advice, setting up direct debits for rent and facilities payments, making grant applications to purchase furniture and white goods, and support to settle into the local community
- 25 people avoided being evicted from their property as we acted as an advocate for them and negotiated with landlords over missed rent payments or behaviour
- 413 interventions were made on behalf of 55 people to support them with money management including support to set up Universal Credit claims, attend work capability assessments, set up bank accounts, access foodbanks and secure essential ID
- 75 people moving into UTA were provided with move-in packs which contained basic toiletries, crockery, a kettle, tea and cup-a-soups, as well as cooking equipment, a toaster and other useful items like an alarm clock and an organiser
- 47 people supported to attend 333 health appointments and 16 people to attend 64 substance misuse appointments
- 12 referrals from the National Probation Service (NPS) for people placed in UTA upon release from prison, leading to support in attending 309 housing, health and substance misuse appointments and the recent evaluation highlighted reduced reoffending rates

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- 49 people we work with have engaged with research interviews or forums which have provided them with an opportunity to voice their concerns, provide valuable insights and offer solutions to UTA issues
- 14 UTA managers and landlords have engaged with our team and received our support including attending the quarterly Landlord Forums and Temporary Accommodation Action Group we host, working with us for better outcomes for people in their accommodation and we even helped one landlord to recruit a new member of staff by joining the interview panel

### Beneficiary Feedback

*"She's been a Godsend. When I came out of prison I was all over the place. I can't thank her enough, she came down to the jobcentre with me and helped with my benefits. You people are there when I need you and that's a great feeling."* **Beneficiary**

*"I'm in a different place to when I was released from prison and started accessing support. I'm in full-time employment. I'm moving to my own gaff."* **Beneficiary**

*"The service Justlife provide is second to none and crucial to our clients if they are to avoid further offending."* **National Probation Service Offender Manager**

### Case Study – Joe\*

*After his 21-year-old daughter tragically died of cancer, Joe really struggled to cope. He began drinking heavily, eventually losing his job and his home, and ended up in a B&B in the Openshaw area. The conditions in the property were very poor. A lot of the other residents also misused alcohol, and Joe continued to drink heavily on most days.*

*Joe began coming to Justlife's weekly drop-ins in Openshaw and took the first steps to getting his life back on track. With our support Joe was able to get himself registered for social housing and began to slowly reduce his level of drinking. After several months, in March 2016, Joe was offered, and moved into, a one-bed flat in a sheltered accommodation scheme in Longsight. Although he still struggled with his grief and drinking, Joe generally coped well, lived independently and was happy in his new place. He also found some part-time work and even volunteered as a gardener at Justlife's Openshaw centre in order to keep himself busy.*

*In July 2019, coinciding with the anniversary of his daughter's death, Joe reached out to one of the support workers at Justlife. He said he had been drinking heavily, had stopped going into work, had missed two rent payments, and was at risk of losing his home. Joe and the worker immediately put a plan in place in order to resolve his crisis. Thankfully, Joe's employer was sympathetic to the situation, meaning that he kept his job. Justlife also helped Joe access legal advice, redirect his benefit payments, negotiate with his housing association, set up a rent repayment plan, and eventually attend a court hearing where a judge ruled in his favour. This meant that Joe kept his home and could continue repaying his debts, maintain his employment and, most importantly, not end up back in a B&B or even on the streets. We also provided Joe with emotional support, which helped him realise the impact his drinking had had on his life. Joe is now determined to reduce his drinking and not let it escalate to crisis point again.*

\*Name changed to protect identity

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### **The Impact of COVID-19 in Manchester**

The Greater Manchester Homelessness COVID-19 Response Strategy listed Unsupported Temporary Accommodation (UTA) amongst its key concerns, recognising the multiple and complex needs of residents and the very basic, often unhygienic conditions of the properties in which people share bathrooms and kitchens which often see their health and wellbeing suffer. These issues were exacerbated by COVID-19 and the measures needed to control it.

Our work adapted quickly and responsively from the start of the pandemic. The service changed from being drop-in/centre based to outreach and remote support on the phone overnight. The team delivered food, cleaning products, advice/guidance, wellbeing supplies, mobile phones and distraction activities, to help people stay indoors, especially when they needed to shield due to pre-existing health conditions. Between April and September 2020 more than 1206 deliveries were made to 103 individuals.

Individual support continued with phone calls and meeting in person when absolutely necessary, adhering to social distance guidelines. An immediate benefit of this approach was that we were able to engage with more UTA accommodation, further afield than the Openshaw and Ardwick areas, as we were not dependent on people coming to us.

As the lockdown rules have changed we are now able to meet beneficiaries on a one-to-one basis at the Openshaw Centre or Ardwick drop-in, following strict social distancing protocols. We have continued to provide up to date advice and guidance for people as the lockdown ended, the area moved into 'Tier 3', followed by the second lockdown in November.

The move to a more mobile and outreach focussed service was planned for 2020/21 and the pandemic has bought this forward and enabled us to consider working with people in UTA across a wider area straight away. The research we carried out in 2019 into the numbers of Unsupported Temporary Accommodation units across Greater Manchester has enabled us identify people to support quickly and work with the local authority and the landlords to ensure the residents are helped.

#### Case Study – Raymond\*

*Raymond got in touch with Justlife as he was worried that he was running low on food and he was unsure how they would cope throughout the crisis as he was told by the landlords that they were in lockdown and could not provide him and other residents with food, as normal. Justlife are now doing a weekly food delivery for Raymond and his fellow residents, and have also provided gloves, public health advice, information leaflets and puzzle books, which Raymond has hugely appreciated.*

*\*Name changed to protect identity*

### **Research and Policy**

Our activities within this area have focussed on carrying out research, developing solutions and policy recommendations and campaigning. These activities give people a voice, our research has shown people in UTA/TA often have very little voice or control of their situation. We have gathered stories and experiences from those living in UTA/TA, we have collaborated with other charities and public bodies who engage with people with people living in, or struggling with the issues related to, temporary accommodation. 58 people living in Temporary Accommodation participated in the TAAG's and took part in our research and policy work.

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National

On a national level we supported charities in East Sussex to start a TAAG which has developed quickly and is already well attended and actively seeing changes in the 3 local authorities the area covers. The TAAG in the London Borough of Hackney has continued and is also making good strides forward. Steven Timms MP, Member of Parliament for East Ham, connected with us to request a meeting and speak more about UTA/TA after reading our reports. This led to an opportunity for us to meet and he subsequently asked the government some questions on our behalf such as the number of people living in UTA, what steps were being taken to collect this data and if there were any plans to reduce households in UTA?

Brighton & Hove

In Brighton, leaflets were created and distributed to TA, co-produced by people with lived experience of homelessness and partner agencies involved in the TAAG, which gave residents all the useful information they need to know about temporary accommodation. The Local Authority Housing Committee also recently voted to adopt the Temporary Accommodation Standards Charter we developed in partnership with the TAAG.

Manchester

We completed our most in-depth research into UTA to-date, gathering information from across the Greater Manchester area. The year-long research is currently being readied for publication as this report is written, but highlighted that there are high numbers of UTA across the region, similar in nature to the ones Justlife have supported people in Manchester specifically. The report will show the need for support for those living in UTA, and further regulation to maintain the standards of accommodation, but also the importance of local authorities being aware of it and including it within their homelessness strategies.

In Manchester, the Environmental Health team implement changes based on the TAAG's recommendations, such as reducing the length of licences they provide to new landlords in order to review highlight improvements needed in a timelier way, including conditions within their licenses to encourage training and engagement with support services like Justlife. Through our awareness raising of the UTA issues residents in Manchester have been moved up the housing priority list for social housing, greatly increasing their chance of accessing permanent and stable accommodation.

**The Impact of COVID-19 on Research & Policy**

The pandemic and restrictions on everyone's lives meant the Research and Policy team needed to think creatively about our continued work. TAAG's were put on hold while services came to grips with local need and increased workloads. Since the summer these have resumed using video meetings which despite initial reservations has actually been a positive experience, although one important point is that we are aware it can be harder for those with lived experience of UTA/TA to engage.

With TAAG's on hold, we decided to embark on qualitative research that assessed the impact of COVID-19 on single homeless households living in UTA/TA. The findings of this report were interesting and we are soon to be releasing it publicly at the time of writing this report. We began the research with an assumption that those living in UTA/TA would have been severely impacted by COVID-19 and wider restrictions.

However, we discovered that, while it had interrupted their lives, the actual virus was by far the thing individuals were most concerned about. We discovered interruptions in support services, healthcare appointments and social lives being the main areas of impact. This meant individuals were not getting

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the support they needed or accessing important healthcare (such as back surgery or continued follow-up post cancer treatment). However, most were still connecting with friends and family via the internet, many specifically mentioning WhatsApp, Facebook and Facetime. This was either through their own phones and devices or through tablets given to them by Justlife, although there was no Wi-Fi in any of the properties so data was an issue.

Beyond these direct impacts, we discovered life in UTA/TA was no different to before the pandemic. People were living in poor quality accommodation that was affecting their health and wellbeing. They were isolated, and some struggled with anxiety. We discovered a high proportion of trauma, disability and mental ill health across the board.

This research highlighted the continued lack of conversation around UTA/TA and its impact on its residents within homelessness. Much of the wider national conversation is still around ending rough sleeping, however, most rough sleepers and others experiencing homelessness will end up in some type of UTA/TA. They face a difficult reality that will lead to continued homelessness rather than a pathway out.

Fifteen thousand individuals were placed in hotels and other TA during the first part of COVID-19 and while they are promising an additional 6,300 new supported homes across two years, there is real concern that this won't be enough. Everyone knows there isn't enough affordable or suitable housing, and our concern that as temporary accommodation becomes more relied upon it will feed the cycle of homelessness, especially in communities already struggling with multiple and complex needs, rather than fix it.

There are several potential solutions and ideas to help improve the situation moving forward based around 3 key recommendations;

- Development of many more Temporary Accommodation Action Groups
- Including temporary accommodation in conversations about ending homelessness locally and nationally
- More research into disability and temporary accommodation

## **Beneficiaries of our service**

### **Beneficiaries**

#### **Multiple and Complex Needs**

We support people who are homeless, predominantly those living in temporary accommodation, who are often vulnerable due to this, alongside health, financial, offending and/or substance misuse struggles.

#### **Close to the Streets**

Justlife is focused on helping those who are closest to the streets, helping individuals to embrace life away from homelessness and take strides towards a healthier, safer, more fulfilling life.

#### **Temporary Accommodation**

Through our research and our experience we are aware that most towns and cities in the UK have temporary accommodation, housing a homeless population that is often hidden from the public eye, frequently not accounted for in official statistics and for whom few support services exist. Justlife has a unique focus and expertise in specifically trying to help this group with targeted and assertive activities.

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Approach

**Start with the Person**

People join our communities and engage with our service with a range of interests, strengths, problems, abilities and often experiences of multiple and complex needs. We have a person centred approach that recognises that different people require different responses in order to grow and flourish according to their own aspirations and at their own pace. We recognise the impact past trauma often has on people who we support and aim to make our approach and environment as trauma and psychologically informed as possible. Giving back control to those we support is important, and an opportunity to have a voice in their situation.

**Linking Experience and Policy**

As well as the immediate relief of need our frontline teams provide we are passionate about being a learning organisation. Learning so we can deliver the most effective service to people, but also so we can understand what the issues those we support face are and how they can be best addresses, whether but us, other charities, or by local and national government. This quote from Desmond Tutu sums it up for us;

*"There comes a point where we need to stop just pulling people out of the river. We need to go upstream and find out why they're falling in."*

**Financial review**

Justlife Foundation's income is very slightly higher than the last financial year and expenditure has decreased slightly. There is a continued focus on building sustainable unrestricted reserves to give financial stability to the charity.

The current short term liquidity level of the charity remains strong, although the year end figure does represent a high proportion of income already received in relation to projects in the next financial year.

Justlife's income is largely from grant funding (66%) and contracts (25%), combined with smaller donations from a variety of sources, such as individuals giving on a regular basis and/or as one off donations following fundraising activities, such as marathon sponsorship and quizzes. During the financial year 2019-20, Justlife spent £24,844 on the cost of fundraising versus a total grant and donations income received of £931,020.

**Reserves Policy**

Restricted reserves continue to be expended in agreement with the funding criteria agreed at the time of the relevant grant. These are monitored and tracked, the details of which are contained within the notes to the accounts. Unrestricted reserves are maintained to provide an appropriate working capital for charitable activities outside the scope of restricted funding or to enhance committed funding within the overall objectives of the charity.

The current Justlife unrestricted reserves policy is set at 3 months staffing costs, but following an organisational strength review carried out by an independent external body in 2017, recommendations were made to the Foundation board that 6 months full operating costs were

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an appropriate amount to hold as unrestricted reserves. With the Foundation board in full agreement Justlife is currently working towards this goal. All unrestricted reserves are held in a dedicated savings account.

Justlife currently holds a total of £665,886 of reserves, £411,780 of which are restricted and therefore unavailable for the general purposes of the charity and £254,106 of which are unrestricted.

See note 21 of the accounts to see the split of tangible fixed versus current assets in the general (unrestricted) fund and the project (restricted) funds.

#### The impact of COVID-19 on our finances (in financial year 2020/21)

On the whole COVID-19 has not negatively affected the charities ability to fundraise. Whilst there have been difficulties raising income through challenge events and community fundraising, which makes up a small percentage of our income, we have been successful in receiving grants for work responding to needs arising during the pandemic. The reserves of the organisation have not been needed during this year and have stayed level.

#### Plans for the future

During this year Trustees have worked with staff to ensure the aims and objectives looking ahead follow the strategic plan in place, we are currently at the end of year four of this 5-year strategic plan. These targets are reviewed by the Justlife Senior Leadership Team quarterly and reported on to the Board of Trustees.

The aims of the Justlife activities moving forward continue to be the following outcomes for our beneficiaries;

- Improved health and wellbeing
- Improved housing and financial opportunities
- Improved social capital
- Systems change

Justlife are continuing to focus upon the 5 strategic aims within our plan and implement the related activities and developments moving forward;

##### 1. Empowering and effective services

We will continue to deliver high quality and impactful activities, with participation from those with lived experience and will revisit our Theory of Change model to ensure this is the case. Following our research with residents and landlords of Unsupported Temporary Accommodation units across Greater Manchester we will be developing our work to reach out to a wider area than just Manchester, to support people across the region. In Brighton we will develop work that supports more participation from those with lived experience in the feedback and future design and delivery of our service and others within the city.

##### 2. Doing things differently

Justlife Foundation Limited  
Trustees' annual report  
for the year ended 31st March 2020

We will continue to value innovation and collaboration highly in our work, and look for opportunities to try new approaches and services, and especially our dual focus on meeting the immediate needs of those in temporary accommodation and campaigning for social reform within the sector.

3. Influencing policy

We will continue to push for changes to the system, engaging more with the government and promoting the need to include temporary accommodation in national and local conversations around homelessness, as well as working with individuals, organisations and local authorities across the country to develop awareness and solutions.

4. Developing and supporting staff

We will continue to provide a positive and supportive environment for our team, and ensure development opportunities are available. We aim to be at least mid-range in terms of our pay structure and improve the employment benefits where we can. We especially want to recognise the vicarious trauma that can be experienced by those who work in our team directly with people who often have multiple and complex needs, and continue to support them in any way we can.

5. Building an independent and sustainable organisation

We have increased the number of grant giving bodies who support Justlife and we aim to continue our focus on increasing the number of individual donations, challenge events and community fundraising efforts, to provide more income stream diversity. We plan to focus as well on the business support and development of Justlife, to provide foundations for growth and increased impact. We specifically plan to develop how we tell the story of Justlife and those we support, through a new website and recruiting our first communications member of staff.

## **Structure, governance and management**

The organisation is a charitable company limited by guarantee, incorporated and registered as a charity on 4<sup>th</sup> February 2011.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2020 was 6 (2019: 6). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 12 to the accounts.

The trustees, who are also the directors for the purpose of company law and who served during the year were:

Steven Coles

April Baker (appointed February 2020)

Hannah Clark (resigned May 2020)

Alexandra Fleming



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Kirsty Rawlinson

Tracey Read

Helen Waterhouse (resigned January 2020)

The directors of the company are also charity trustees for the purposes of charity law. Trustees are elected to serve a 3-year term. Under the requirements of the Memorandum and Articles of Association, one third of directors must retire annually, with the longest-serving first. Trustees can be re-elected to serve a further 2 terms, potentially more as defined in the Justlife Code of Governance.

Gretta Starks, who served on the board from 4 February 2011 - 31 March 2013, has maintained her position as Company Secretary.

In effort to maintain a broad skill mix, the board carry out board skills audits, and in the event of particular skills being lost due to retirements, individuals are approached to promote themselves for election to the board. Recruitment of new directors is governed through the principles set out in the charities Code of Governance. No person or body external to the charity is entitled to appoint a trustee.

Most trustees are already familiar with the practical work of the charity, having been encouraged to visit Justlife projects during operational hours. Additionally, all trustees are provided with an annual induction update which includes a detailed overview of the activity of the charity. This is jointly led by the Chair of the Board, the CEO and the General Manager of the Justlife Foundation.

The trustees also receive an induction pack which covers:

- The obligations of board members.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association.
- Resourcing and the current financial situation.

The board meet quarterly and are responsible for the strategic direction and policies of the charity. At present, the board has eleven members from a variety of professional backgrounds relevant to the work of the charity.

A scheme of delegation is in place and the day-to-day responsibility for the provision of services rests with the CEO, the General Manager and the staff management team at Justlife:

- The Chief Executive Officer (CEO) is responsible for ensuring that the charity delivers its specified services and that key performance indicators are met.
- The General Manager has responsibility for business support direct to the CEO, Regional Operations Manager (North), Operations Manager (Brighton) and the Head of Research, Policy and Communications whilst providing wider management and support of all organisation wide areas including HR, Health & Safety, finance, facility and infrastructure responsibility. The General Manager also provides support to the Board of Trustees.
- The Operations Manager (Brighton) has day-to-day responsibility for the operations of the Brighton service including supervision and support for the staff and volunteers and ensuring that the team continues to develop their skills and working practices in line with good practice. The role is responsible for developing new opportunities, building relationships with stakeholders within the local area and fundraising.

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- The Regional Operations Manager (North) has day-to-day responsibility for the operations of the Manchester service including supervision and support for the staff and volunteers and ensuring that the team continues to develop their skills and working practices in line with good practice. The role is responsible for developing new opportunities, building relationships with stakeholders within the local area and fundraising.

- The Head of Research, Policy and Communications has day-to-day responsibility for managing the development of a network which will drive local and national change, carrying out research and developing policy recommendations, and building relationships with stakeholders nationally and fundraising.

The Code of Governance identifies decisions that are to be made at a board level, and these are:

- Appointment and removal of directors, chair and company secretary
- Arrangements for entering into contracts
- Staff appointments, dismissals and pay
- Approval of budgets, and budget deviances
- Expenditure outside agreed tolerances
- Arrangements for the AGM
- Changes to Code of Governance and Memorandum of Association

In so far that it is complimentary to the charity's objects, the charity is guided by both local and national policy. Justlife works with local organisations where necessary if by doing so it helps us to achieve our objectives.

#### Related parties and relationships with other organisations

The Justlife CIC was the original organisation formed in 2008 and in 2017 it became been a subsidiary of the Justlife Foundation. The Justlife CIC was dissolved on 10<sup>th</sup> March 2020.

#### Remuneration policy for key management personnel

Pay scales are set by the board for all staff, including management personnel, and are reviewed on an annual basis.

#### Risk management

The responsible Manager for each Justlife project reports on risk on a quarterly basis, and the risk register is reviewed by the Board at every Board Meeting. Where appropriate, systems and procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of Justlife Financial Procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. All procedures are periodically reviewed to ensure that they continue to meet the needs of the charity. In January 2014 Justlife adopted, organisation wide, a set of new policies.

Justlife Foundation Limited  
Trustees' annual report  
for the year ended 31st March 2020

Statement of responsibilities of the trustees

The trustees (who are also directors of Justlife Foundation for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice 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 in operation

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

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

The trustees' annual report has been approved by the trustees on \_\_\_\_\_ 2021 and signed on their behalf by

Steve Coles  
Chair

Independent examiner's report  
to the trustees of  
Justlife Foundation Limited

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2020 which are set out on pages 20 to 40.

**Responsibilities and basis of report**

As the charity trustees of the 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 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 company's accounts as carried out under section 145 of the Charities Act 2011 ('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 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 Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no 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.

Catherine Hall FCCA DChA  
Slade & Cooper Limited  
Association of Chartered Certified Accountants  
Green Fish Resource Centre, 46-50 Oldham Street  
Manchester, M4 1LE  
Date \_\_\_\_\_ 2021

Justlife Foundation Limited  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2020

	Note	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>					
Donations and legacies	3	55,235	28,427	83,662	32,218
	4				
Charitable activities:		67,214	835,379	902,593	938,922
Other trading activities	5	602	-	602	9,442
Investments	6	-	-	-	693
<b>Total income</b>		<b>123,051</b>	<b>863,806</b>	<b>986,857</b>	<b>981,275</b>
<b>Expenditure on:</b>					
Raising funds	7	24,884	-	24,884	24,906
	8				
Charitable activities:		103,722	747,487	851,209	874,934
<b>Total expenditure</b>		<b>128,606</b>	<b>747,487</b>	<b>876,093</b>	<b>899,840</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		(5,555)	116,319	110,764	81,435
<b>Net income/(expenditure) for the year</b>	10	<b>(5,555)</b>	<b>116,319</b>	<b>110,764</b>	<b>81,435</b>
Transfer between funds		73,098	(73,098)	-	-
<b>Net movement in funds for the year</b>		<b>67,543</b>	<b>43,221</b>	<b>110,764</b>	<b>81,435</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		186,563	368,559	555,122	473,687
<b>Total funds carried forward</b>		<b>254,106</b>	<b>411,780</b>	<b>665,886</b>	<b>555,122</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

Justlife Foundation Limited  
Company number 07517887  
Balance sheet as at 31 March 2020

	Note	2020	2019
		£	£
<b>Fixed assets</b>			
Tangible assets	14	65,728	78,949
<b>Total fixed assets</b>		<b>65,728</b>	<b>78,949</b>
<b>Current assets</b>			
Debtors	15	72,998	11,714
Cash at bank and in hand	16	593,062	494,020
<b>Total current assets</b>		<b>666,060</b>	<b>505,734</b>
<b>Liabilities</b>			
Creditors: amounts falling due in less than one year	17	(65,902)	(29,561)
<b>Net current assets</b>		<b>600,158</b>	<b>476,173</b>
<b>Total assets less current liabilities</b>		<b>665,886</b>	<b>555,122</b>
<b>Net assets</b>		<b>665,886</b>	<b>555,122</b>
<b>The funds of the charity:</b>			
Restricted income funds	19	411,780	368,559
Unrestricted income funds	20	254,106	186,563
<b>Total charity funds</b>		<b>665,886</b>	<b>555,122</b>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 23 to 40 form part of these accounts.

Approved by the trustees on \_\_\_\_\_ 2021 and signed on their behalf by:

Steve Coles (Chair)

Justlife Foundation Limited  
Statement of Cash Flows  
for the year ending 31 March 2020

	Note	2020 £	2019 £
<b>Cash provided by/(used in) operating activities</b>	23	<b>99,042</b>	<b>138,011</b>
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		-	693
Purchase of tangible fixed assets		-	(1,987)
<b>Cash provided by/(used in) investing activities</b>		<b>-</b>	<b>(1,294)</b>
Increase/(decrease) in cash and cash equivalents in the year		99,042	136,717
Cash and cash equivalents at the beginning of the year		494,020	357,303
<b>Cash and cash equivalents at the end of the year</b>		<b>593,062</b>	<b>494,020</b>

## Notes to the accounts for the year ended 31 March 2020

### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a Basis of preparation**

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), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Justlife Foundation Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### **b Preparation of the accounts on a going concern basis**

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

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.



Notes to the accounts for the year ended 31 March 2020 (continued)

**d Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**e Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**f Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of maintaining income-generating platforms such as websites.
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**g Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 9.

Notes to the accounts for the year ended 31 March 2020 (continued)

**h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

**i Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Freehold building	10%
Office fixtures and equipment	20%

**j Debtors**

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

**k Cash at bank and in hand**

Cash at bank and cash 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.

**l Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**m Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Notes to the accounts for the year ended 31 March 2020 (continued)

**n Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 11. There were no outstanding contributions at the year end.

The money purchase plan is managed by Royal London and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan a pension fund which is then converted into a pension upon the employee's normal retirement year age when eligible for a state pension. The total expense ratio of the plan is 0.75% and this is deducted from the investment fund annually. The trust has no liability beyond making its contributions and paying across the deductions for the employee's contributions. There were no contributions outstanding at the year-end.

**2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed

**3 Income from donations and legacies**

<b>Current reporting period</b>	Unrestricted £	Restricted £	Total 2020 £
Donations	55,235	28,427	83,662
<b>Total</b>	55,235	28,427	83,662
<b>Previous reporting period</b>	Unrestricted £	Restricted £	Total 2019 £
Donations	31,647	571	32,218
<b>Total</b>	31,647	571	32,218

# Justlife Foundation Limited

## Notes to the accounts for the year ended 31 March 2020 (continued)

### 4 Income from charitable activities

Current reporting period	Unrestricted £	Restricted £	Total 2020 £
29th May 1961 Trust	-	5,000	5,000
Arch Health CIC	456	249,237	249,693
BLF Grants	-	256,530	256,530
Brighton & Hove City Council	-	8,720	8,720
Dulverton Trust	-	35,000	35,000
Esmee Fairbairn	-	50,000	50,000
Fine & Country Foundation	-	3,000	3,000
Henry Smith Foundation	-	13,800	13,800
Lankelly Chase Foundation	-	45,000	45,000
Lloyds Foundation	25,000	-	25,000
Longleigh Foundation	-	25,000	25,000
National Probation Service	11,758	-	11,758
Nationwide Foundation	-	36,603	36,603
Orr Mackintosh	5,000	-	5,000
Our Manchester VCS	-	20,000	20,000
Quays Housing	-	7,500	7,500
Segelman Trust	25,000	-	25,000
Souter	-	3,000	3,000
St Martins in the Field	-	23,989	23,989
Sussex Community Foundation	-	5,000	5,000
The Barnabas Trust	-	2,500	2,500
The Deposit Protection Scheme	-	9,500	9,500
Tudor Trust	-	33,000	33,000
Grants < £2,000	-	3,000	3,000
<b>Total</b>	<b>67,214</b>	<b>835,379</b>	<b>902,593</b>

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

**Income from charitable activities continued**

<b>Previous reporting period</b>	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2019</i> £
<b>Grants and contract income</b>			
29th May 1961 Trust	10,000	-	10,000
Albert Hunt Trust	3,000	-	3,000
Arch Health CIC	-	249,394	249,394
BLF Grants	-	254,146	254,146
Brighton & Hove City Council	-	2,080	2,080
Crisis	-	24,000	24,000
Dulverton Trust	-	32,000	32,000
Ernest Kleinwort	-	10,000	10,000
Esmee Fairbairn	-	55,560	55,560
Fairhome Care	-	5,100	5,100
Fine & Country Foundation	-	6,000	6,000
Garfield Weston	-	15,000	15,000
Henry Smith Foundation	-	22,500	22,500
John Ellerman Foundation	-	25,000	25,000
Lankelly Chase Foundation	-	45,000	45,000
Manchester City Council	-	20,000	20,000
Manchester Mind	-	(3,948)	(3,948)
Manchester Health & Care Commissioning	-	9,736	9,736
Manchester Wellbeing Fund	-	4,080	4,080
Persula Foundation	-	3,000	3,000
Quays Housing	9,600	14,100	23,700
Segelman Trust	-	25,000	25,000
Steel Charitable Trust	-	5,000	5,000
St Martins in the Field	-	12,624	12,624
Sussex Community Foundation	-	5,000	5,000
The Barnabas Trust	-	2,500	2,500
The Deposit Protection Scheme	-	10,050	10,050
Tudor Trust	-	34,000	34,000
W O Street charitable foundation	3,000	-	3,000
Zochonis	-	20,000	20,000
Student Placement Fees	560	-	560
Grants < £2,000	-	5,840	5,840
<b>Total</b>	26,160	912,762	938,922

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

**5 Income from other trading activities**

	2020 £	2019 £
Consultancy	-	6,054
Reimbursements	-	862
Miscellaneous Income	602	2
Rental Income	-	2,524
	<hr/> 602	<hr/> 9,442
	<hr/> <hr/>	<hr/> <hr/>
Unrestricted Income	602	3,388
Restricted Income	-	6,054
	<hr/> 602	<hr/> 9,442
	<hr/> <hr/>	<hr/> <hr/>

**6 Investment income**

**Current reporting period**

	Unrestricted £	Restricted £	2020 £
Income from bank deposits	-	-	-
	<hr/> -	<hr/> -	<hr/> -
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Previous reporting period**

	Unrestricted £	Restricted £	2019 £
Income from bank deposits	693	-	693
	<hr/> 693	<hr/> -	<hr/> 693
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**7 Cost of raising funds**

	2020 £	2019 £
Fundraiser's fees	24,884	24,906
	<hr/> 24,884	<hr/> 24,906
	<hr/> <hr/>	<hr/> <hr/>
Restricted expenditure	-	-
Unrestricted expenditure	24,884	24,906
	<hr/> 24,884	<hr/> 24,906
	<hr/> <hr/>	<hr/> <hr/>

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

**8 Analysis of expenditure on charitable activities**

<b>Current reporting period</b>	Foundation Costs £	Project Costs £	Total 2020 £
Staff costs	107,460	525,460	632,920
Training Costs	80	7,034	7,114
Travel Costs	430	7,099	7,529
Depreciation	13,221	-	13,221
Project and Running	7,771	160,622	168,393
Utilities	-	6,012	6,012
General Expenses	-	4,345	4,345
Governance costs (see note 9)	2,551	9,124	11,675
	<hr/>	<hr/>	<hr/>
	131,513	719,696	851,209

Projects funded by BLF have now been included within Project Costs from 2019/20

<b>Previous reporting period</b>	Foundation Costs £	Project Costs £	BLF £	Total 2019 £
Staff costs	101,469	299,955	238,816	640,240
Training Costs	(105)	4,545	3,196	7,636
Travel Costs	(329)	12,131	8,121	19,923
Depreciation	13,221	-	-	13,221
Project and Running	10,507	74,896	74,309	159,712
Utilities	771	4,513	7,951	13,235
General Expenses	(110)	4,321	13,623	17,834
Governance costs (see note 9)	(113)	1,623	1,623	3,133
	<hr/>	<hr/>	<hr/>	<hr/>
	125,311	401,984	347,639	874,934

	2020 £	2019 £
Restricted expenditure	747,487	774,623
Unrestricted expenditure	103,722	100,311
	<hr/>	<hr/>
	851,209	874,934

# Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

## 9 Analysis of governance and support costs

<b>Current reporting period</b>	Basis of apportionment	Support £	Governance £	<i>Total 2020</i> £
Independent Examiners fees	Governance	-	2,460	2,460
Legal & professional	Governance	-	9,215	9,215
		<hr/>	<hr/>	<hr/>
		-	11,675	11,675
		<hr/>	<hr/>	<hr/>
<b><i>Previous reporting period</i></b>	<i>Basis of apportionment</i>	<i>Support</i> £	<i>Governance</i> £	<i>Total 2019</i> £
<i>Independent Examiners fees</i>	<i>Governance</i>	-	2,460	2,460
<i>Legal and professional</i>	<i>Governance</i>	-	673	673
		<hr/>	<hr/>	<hr/>
		-	3,133	3,133
		<hr/>	<hr/>	<hr/>



# Justlife Foundation Limited

## Notes to the accounts for the year ended 31 March 2020 (continued)

### 10 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2020 £	2019 £
Depreciation	13,221	13,221
Operating lease rentals:		
Property	3,883	27,099
Independent examiner - accountancy fees	2,040	2,040
Independent examiner - payroll bureau fees	1,246	1,218
Independent examiner's fee	420	420
	<hr/>	<hr/>

### 11 Staff costs

Staff costs during the year were as follows:

	2020 £	2019 £
Wages and salaries	568,453	574,696
Social security costs	37,454	46,061
Pension costs	25,197	14,408
Other Staff Costs	1,816	5,075
	<hr/>	<hr/>
	632,920	640,240
	<hr/>	<hr/>
<b>Allocated as follows:</b>		
Charitable activities	632,920	640,240
	<hr/>	<hr/>
	632,920	640,240
	<hr/>	<hr/>

No employees has employee benefits in excess of £60,000 (2019: Nil).

The average number of staff employed during the period was 29 (2019: 28.5).

The average full time equivalent number of staff employed during the period was 14.5 (2019: 15.17).

The key management personnel of the charity comprise the trustees, the Chief Executive Officer and the General Manager. The total employee benefits of the key management personnel of the charity were £71,653 (2019: £59,624).

## Justlife Foundation Limited

### Notes to the accounts for the year ended 31 March 2020 (continued)

#### 12 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2019: Nil).

No members of the management committee received travel and subsistence expenses during the year (2019: £nil).

Aggregate donations from related parties were £nil (2019: £nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2019: nil).

The CEO until 31 December 2019, Gary Bishop, also works for Arch Healthcare CIC. The Arch Healthcare surgery has close links with Justlife working collaboratively to deliver integrated healthcare for homeless patients in Brighton & Hove.

During the year, Justlife Foundation received restricted funding from Arch Healthcare CIC.

	2020 £	2019 £
Grant Income	245,736	249,394
Consultancy Income	-	862
	<hr/>	<hr/>
Total Income	245,736	250,256
	<hr/>	<hr/>

As at 31 March 2020 £Nil was still receivable (2019: £92). After the year-end, this balance had cleared.

#### 13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

# Justlife Foundation Limited

## Notes to the accounts for the year ended 31 March 2020 (continued)

### 14 Fixed assets: tangible assets

<b>Cost</b>	Land and Buildings £	Computer equipment £	Total £
At 1 April 2019	120,927	5,640	126,567
At 31 March 2020	120,927	5,640	126,567
<b>Depreciation</b>			
At 1 April 2019	45,028	2,590	47,618
Charge for the year	12,093	1,128	13,221
At 31 March 2020	57,121	3,718	60,839
<b>Net book value</b>			
At 31 March 2020	63,806	1,922	65,728
At 31 March 2019	75,899	3,050	78,949

### 15 Debtors

	2020 £	2019 £
Trade debtors	53,144	2,197
Other debtors	-	9,517
Prepayments and accrued income	19,854	-
	72,998	11,714

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

**16 Cash at bank and in hand**

	2020 £	2019 £
Short term deposits	166,877	166,877
Cash at bank and on hand	426,185	327,143
	<hr/>	<hr/>
	593,062	494,020
	<hr/> <hr/>	<hr/> <hr/>

**17 Creditors: amounts falling due within one year**

	2020 £	2019 £
Short term compensated absences (holiday pay)	4,619	3,508
Other creditors and accruals	11,283	12,632
Deferred income	50,000	-
Taxation and social security costs	-	13,421
	<hr/>	<hr/>
	65,902	29,561
	<hr/> <hr/>	<hr/> <hr/>

**18 Deferred income**

	2020 £	2019 £
Deferred grant brought forward	-	-
Grant received	50,000	-
Released to income from charitable activities	-	-
	<hr/>	<hr/>
Deferred grant carried forward	50,000	-
	<hr/> <hr/>	<hr/> <hr/>

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

**19 Analysis of movements in restricted funds**

<b>Current reporting period</b>	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
Activities & Support	44,638	94,869	(113,238)	(15,147)	11,122
Big Lottery Fund	90,635	178,522	(179,432)	-	89,725
Building Purchase	35,654	-	(5,200)	(5,200)	25,254
Clothworkers	19,274	-	(2,575)	(2,575)	14,124
BLF	19,811	-	(2,646)	(2,646)	14,519
Manchester Ctr	5,431	-	-	-	5,431
Creative Studio	-	18,148	(18,901)	753	-
Dulverton - Housing project	-	36,149	(12,787)	(1,750)	21,612
Fresh Start	-	7,750	(9,912)	2,162	-
Frontline Workers Network	-	27,489	(18,459)	(2,347)	6,683
Health Engagement Work	(13,831)	251,745	(214,817)	(23,097)	-
Housing support	8,647	-	(7,707)	(940)	-
Move in packs	-	4,750	(3,194)	-	1,556
Referral project	4,830	20,000	(27,940)	3,110	-
Social Connection	-	50,000	(9,606)	(1,629)	38,765
Test & Learn project	-	36,603	(645)	(2,142)	33,816
Thrive	2,753	9,761	(2,796)	-	9,718
UTA Research and Development	150,717	128,020	(117,632)	(21,650)	139,455
<b>Total</b>	<b>368,559</b>	<b>863,806</b>	<b>(747,487)</b>	<b>(73,098)</b>	<b>411,780</b>

# Justlife Foundation Limited

## Notes to the accounts for the year ended 31 March 2020 (continued)

### Analysis of movements in restricted funds continued

<b>Previous reporting period</b>	<b>Balance at 1 April 2018</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance at 31 March 2019</b>
	£	£	£	£	£
Activities & Support	48,193	179,704	(168,178)	(15,081)	44,638
Big Lottery Fund	46,208	215,339	(154,052)	(16,860)	90,635
Building Purchase	35,654	-	-	-	35,654
Clothworkers	19,274	-	-	-	19,274
BLF	19,811	-	-	-	19,811
Manchester Ctr	6,787	-	(1,356)	-	5,431
Health Engagement	25,349	247,794	(262,314)	(24,660)	(13,831)
Housing support	5,869	32,000	(25,723)	(3,499)	8,647
Justlife Foundation	-	25,000	(25,000)	-	-
Referral project	-	26,254	(18,424)	(3,000)	4,830
Thrive	-	9,736	(6,983)	-	2,753
UTA Research and	95,544	183,560	(107,952)	(20,435)	150,717
Zochonis	6,676	-	(4,641)	(2,035)	-
<b>Total</b>	<b>309,365</b>	<b>919,387</b>	<b>(774,623)</b>	<b>(85,570)</b>	<b>368,559</b>

### Name of restricted fund      Description, nature and purposes of the fund

Restricted funds represent monies to be used for the following specific purposes

Activities & Support Programme: Services to improve the health and wellbeing of those living in temporary accommodation and homeless in Brighton and Hove.

Big Lottery Fund Reaching Communities (Manchester): Centre and mobile based services to improve the health and wellbeing of homeless and vulnerably housed in East Manchester.

Building purchase - Funding the ongoing development of the Justlife Manchester Centre.

Creative Studio - An artist space provided by Justlife (for the vulnerably housed) to work, develop, build networks and inspire others. The project aims to demystify stereotypes of homeless people and to open doors for the artists that may previously have been closed to them.

Dulverton - Housing project - Housing single homeless households.

Fresh Start - Fresh Start will provide a move-in pack of basic supplies for people moving into emergency accommodation in Brighton and surrounding areas.

Frontline Workers Network - To continue the funding of the frontline workers network in the Brighton area. Funding for UTA residents which provides small awards to individuals experiencing financial difficulty which may contribute towards street homelessness and who after a period of homelessness, have recently secured new accommodation and may need help setting up their new home.

Notes to the accounts for the year ended 31 March 2020 (continued)

**Analysis of movements in restricted funds continued**

Health Engagement Work: Clinical and non-clinical support for homeless people being discharged from hospital into unsupported temporary accommodation.

Housing support - Housing single homeless households.

Move in packs - This project will provide a move-in pack of basic supplies for people moving

Referral Project - Supporting homeless individuals with high level support needs, referred to UTA by external agencies with a support and re-housing plan to prevent a deterioration in health and well-being.

Social Connection - Funding to match volunteers with people leaving homelessness to support them to engage with their community in Brighton & Hove.

Test & Learn project - Funding to cover Manchester project outreach and costs towards charity a vehicle. Engagement & Relationship building with new landlords across Greater Manchester and development of Greater Manchester wide landlord forum.

Project Thrive - aims to work with individuals with enduring mental health issues living in UTA. It will deliver user led and co-designed workshops and activities to connect them with the professional health and wellbeing services they require.

UTA Research and Development - Supporting Unsupported Temporary Accommodation (UTA) unit, Justlife's innovation and systems change arm whose aim is to continue research into UTA nationally, as to drive local and national policy change for all those hidden households stuck living in this substandard accommodation in Greater Manchester and Brighton.

Material transfers out of restricted funds represent amounts agreed with funders for staff support costs and general charity overheads.

The transfers out of the Building Purchase funds are in respect of a correction for depreciation for 2018/19 that had not been charged against the restricted asset.

Justlife Foundation Limited

Notes to the accounts for the year ended 31 March 2020 (continued)

**20 Analysis of movement in unrestricted funds**

<b>Current reporting period</b>	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	As at 31 March 2020 £
General fund	186,563	123,051	(128,606)	73,098	254,106
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	186,563	123,051	(128,606)	73,098	254,106
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Previous reporting period</b>	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers £	As at 31 March 2019 £
General fund	164,322	61,888	(125,217)	85,570	186,563
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	164,322	61,888	(125,217)	85,570	186,563
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

<b>Name of unrestricted fund</b>	<b>Description, nature and purposes of the fund</b>
General fund	The free reserves after allowing for all designated funds

**21 Analysis of net assets between funds**

<b>Current reporting period</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	11,831	-	53,897	65,728
Net current assets/(liabilities)	242,275	-	357,883	600,158
	<hr/>	<hr/>	<hr/>	<hr/>
Total	254,106	-	411,780	665,886
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Previous reporting period</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	3,050	-	75,899	78,949
Net current assets/(liabilities)	183,513	-	292,660	476,173
	<hr/>	<hr/>	<hr/>	<hr/>
Total	186,563	-	368,559	555,122
	<hr/>	<hr/>	<hr/>	<hr/>



# Justlife Foundation Limited

## Notes to the accounts for the year ended 31 March 2020 (continued)

### 22 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is

	Property	
	2020	2019
	£	£
Less than one year	3,884	6,044
One to five years	-	3,884
	<hr/>	<hr/>
	3,884	9,928
	<hr/> <hr/>	<hr/> <hr/>

### 23 Reconciliation of net movement in funds to net cash flow from operating activities

	2020	2019
	£	£
<b>Net income/(expenditure) for the year</b>	110,764	81,435
<b>Adjustments for:</b>		
Depreciation charge	13,221	13,221
Dividends, interest and rents from investments	-	(693)
Decrease/(increase) in debtors	(61,284)	34,911
Increase/(decrease) in creditors	36,341	9,137
	<hr/>	<hr/>
<b>Net cash provided by/(used in) operating</b>	99,042	138,011
	<hr/> <hr/>	<hr/> <hr/>