Company Registration No. 2946921 (England and Wales)

Charity Registration No. 1039776

PORTSMOUTH CITIZEN'S ADVICE BUREAU
(Known as Citizens Advice Portsmouth)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2016

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PORTSMOUTH CITIZEN'S ADVICE BUREAU

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FOR THE YEAR ENDED 31st MARCH 2016

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PORTSMOUTH CITIZEN'S ADVICE BUREAU

CHARITY INFORMATION
FOR THE YEAR ENDED 31st MARCH 2016

TRUSTEES:	D Judd – Chair from 02/07/15 (Vice Chair to 02/07/15) R Ainsley - to 03/09/15 (Chair to 02/07/15) A Stirling - Treasurer R Eade – Vice Chair from 02/07/15 F Drummond R Emmerson A Gilbert (from 04/11/15) E La Hive (from 04/11/15) J O'Reilly A Stevens (from 04/11/15) R Townsend
CHIEF EXECUTIVE:	Lynne Davies
REGISTERED OFFICE:	Unit 2 & 3 Ark Royal House Winston Churchill Avenue Portsmouth Hampshire PO1 2GF
CHARITY NUMBER:	1039776
COMPANY NUMBER:	2946921
INDPENENDENT EXAMINER:	Nigel Singleton FCA FCCA BD&M Limited Statutory Auditors & Chartered Certified Accountants Skies, 20 St Martinsfield Winterborne St Martin Dorchester, Dorset DT2 9JU
BANKERS:	National Westminster Bank Plc Commercial Banking Bay House Portsmouth Hampshire PO6 4RS
SOLICITORS:	Bates Wells & Braithwaite Cheapside House 138 Cheapside London EC2V 6BB

PORTSMOUTH CITIZEN'S ADVICE BUREAU
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2016

The trustees who are also directors of the charity for the purposes of the Companies Act present their report together with the financial statements of the charity for the year ended 31st March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, applicable law and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities issued in April 2014.

Objectives and Activities

Objects

The objects and purposes of the charity are to promote any charitable purpose for the public benefit by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress in particular, but without limitation, for the benefit of the community in Portsmouth and surrounding areas.

Aims, Objectives, Strategies and Activities for the Year

All members of the Citizens Advice network share the same aims:

- To provide the advice people need for the problems they face
- To improve the policies and practices that affect people's lives

The trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding the activities undertaken by the bureau during the year. The trustees are satisfied that the information provided in the report and accounts meets the public benefit reporting requirements.

The principal activity of Portsmouth Citizens Advice Bureau remains the provision of free, confidential, independent and impartial advice, and information to everybody regardless of race, gender, sexuality, age, nationality, disability, religion or belief. This is provided through Cosham CAB and the city centre Debt Advice Centre. In addition to generalist advice delivered through Cosham CAB specialist advisory and advocacy services were provided and are detailed below as 'Specialist Projects'.

Contribution of Volunteers

We receive help and support in the form of voluntary assistance in both advising the public and administering the charity. Volunteer advisers contributed nearly 8,650 hours of work to the bureau during the year which is valued at approximately £256,700.

Achievements and Performance

Actual income fell by just under 5% on last year. Across all areas of operation, 4,831 clients accessed our different services. In total we helped with over 11,300 problems and in order to help resolve these problems we made over 15,600 contacts with clients and third parties. Some 4 in 5 of clients (80%) assisted were resident in Portsmouth. One in two clients (46%) were employed or self- employed. One in three clients (33%) was disabled or had a long-term health condition.

The top six problem areas for the service as a whole were Debt (28%), Welfare Benefits (19%), Financial Services and Capability (14%), Housing (8%), Employment (7%) and Relationships (7%). The high proportion of debt matters was again due to our specialist debt advice project (funded by the Money Advice Service). In 2015-16 the project assisted 1,692 clients with debt problems.

Advice other than debt was mainly provided through regular generalist advice services at Cosham open three days a week and the City Centre open two afternoons a week. Both services were again supported by a number of university students working towards the Citizens Advice Certificate of General Advice as part of their law degree courses, adding to our team of other volunteer advisers. In total, the generalist advice services assisted 2,338 clients.

In December 2015, Cosham joined the Hampshire Adviceline which increased availability of the telephone advice service to residents in the PO6 postcode area. The generalist advice service at Cosham was supported financially by Zurich and Portsmouth City Council Community Fund.

Caseworkers working on projects funded by Macmillan (through Citizens Advice Hampshire) and the Portsmouth Clinical Commissioning Group provided specialist help to 678 and 124 clients, respectively, predominately with welfare benefits issues.

Specialist Projects

Portsmouth CAB currently undertakes the following specialist projects:

Portsmouth Clinical Commissioning Group Project

Funded by the Portsmouth Clinical Commissioning Group, the project provides welfare benefit and debt advice to families who have children with disabilities delivered through telephone contact and followed up with home visits following referrals from the Childrens Community Nursing team and the Children with Complex Disability Health Visiting teams for Portsmouth city.

Hampshire Macmillan Citizens Advice Project

Macmillan Cancer Support and Citizens Advice Hampshire have worked together to establish the Hampshire Macmillan Citizens Advice Service. This is a specialist service for people living in Hampshire affected by cancer, their families and carers. Users benefit from access to the full range of CAB advice including welfare benefits, debt, employment and housing, through appointments, telephone and email advice.

Money Advice Service funded Debt Advice Project

The service is open to anyone in Portsmouth and surrounding areas to provide specialist advice to people experiencing debt problems.

Portsmouth Advice Services Partnership (PASP) (until Sept 2015)

Funded by the Big Lottery Advice Services Transition Fund, Portsmouth CAB led this two year partnership project which aimed to join up the advice sector; increase volunteer capacity; reduce preventable demand on advice services and ensure that all Portsmouth residents can access quality advice services that are appropriate to their needs. Funding for the project ended in September 2015.

Portsmouth City Council Capacity and Transition Fund (until Sept 2015)

This fund enabled the continuation of the generalist advice service at Ark Royal House two afternoons per week, and provision of some specialist welfare benefit support to clients.

Energy Best Deal Extra (EBDx)

EBDx helps the client deal with an energy consumer issue, managing fuel bills, claiming benefits or reducing the household outgoings on fuel. The funding received allowed us to employ an energy adviser from October 2015. Some 69 clients were been assisted through this project up to March 2016.

Older People visiting service

Funding from the Hampshire and Isle of Wight Community Fund (Penton Trust) enabled us to offer an advice and home visiting service tailored to clients age 65 and over from December 2015.

Financial Capability project at Job Centre Plus

In partnership with Citizens Advice Hampshire and funded by the DWP Flexible Support Fund, Portsmouth CAB delivered 50 budgeting support sessions at JobCentre Plus in Cosham and Eastleigh to help DWP benefit claimants understand how they can get the most from their money. Delivery commenced in June 2015 and concluded in January 2016.

Factors Affecting the Achievement of Objectives

The trustees consider that the charity achieved its objectives this year; all contractual performance targets were met or exceeded. This achievement was primarily due to the diligence and hard work of the staff and volunteers.

Financial Review

Financial Position

The trustees report incoming resources for the year of £490,266 (2015 £512,574). Of this £401,439 (2015 £359,948) related to project restricted activities.

Net incoming resources in the year amounted to £4,830 (2015 £60,955). At 31st March 2016 reserves were £283,453 of which £26,866 represented restricted funds (2015 £50,965).

Reserves Policy

It is the policy of the charity that unrestricted funds which are not represented by fixed assets, or have not been designated for a specific use should be maintained at a level equivalent to between 3 and 6 month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. These reserves at 31st March 2016 stood at £296,538, which is comfortably within this range.

Principal Funding Sources

In 2013, the charity entered into a loan agreement with Portsmouth City Council in order to discharge a liability to the Local Government Pension Scheme. The balance of this loan is repayable over the next 8 years at £6,000 per annum.

Investment Activities

The charity has £225,000 invested in fixed term interest earning accounts with Virgin Money, Aldermore Bank and Hampshire Trust Bank.

Future Plans

It is anticipated that the Money Advice Service will continue to fund specialist debt advice services until September 2017.

The Trustees are seeking alternative sources of funding to ensure the continuation of generalist advice services.

Portsmouth CAB will also continue to develop its involvement in Consortia as well as independently seeking funding for specific projects.

Structure, Governance and Management

Governing Document

The charity is a company limited by guarantee and was formed on 8th July 1994. It is governed by its Memorandum and Articles of Association as amended on 5th November 2002, and 4th November 2011.

Trustees

Trustees are elected from the membership of the charity. Members wishing to stand as trustees are nominated by an existing trustee and names are put forward at the annual general meeting for election. The maximum number of trustees shall be 15 and the minimum shall be 3, being either

a) elected at the annual general meeting (there being no more than ten such elected Trustees in total) and who shall hold office from the conclusion of that meeting;

Or

b) Co-opted by the Trustee Board

The trustees who served during the year are listed on page 1.

Newly appointed Trustees are provided with a comprehensive induction to the charity through the provision of training courses and mentoring by established trustees.

Membership

In addition to Trustees, the Charity may admit into membership:

a) individuals (over the age of 18 years) who are interested in furthering the work of the Charity and who are not paid or volunteer workers of the Charity; and

b) any body corporate or unincorporated association which is interested in furthering the Charity's work and is admitted to membership by the Trustees (any such body being called a "member organisation").

The Trustee Board may establish criteria for membership and make regulations governing the admission of members.

Organisational Structure

Overall control of the charity rests with the Trustee board, with a chairperson, treasurer and company secretary as officers. Trustees meet as a minimum quarterly and delegate day-to-day organisational management to the Chief Executive Officer. The Trustee Board is independent from management. A register of members' interests is maintained at the registered office, and is available to the public.

Related Parties

Portsmouth CAB is an independent charity that is a member of Citizens Advice (trading name of the National Association of Citizens Advice Bureaux), which provides a framework for standards of advice and casework management as well as monitoring progress against these standards. Operating policies are independently determined by the Trustee Board of Portsmouth Citizens Advice Bureau in order to fulfil its charitable objects and comply with the national membership requirements.

The charity operates from its head office at Ark Royal House. A further office is operated on a part-time basis in Cosham.

Major Risks

The trustees have carried out an assessment of the principal risks to which the charity is exposed based on Charities Act 2011 and according to the Charities Risk Management guidelines from the Charity Commission. The primary risk relates to uncertainties around the future of our major contract with possible Government changes to the Money Advice Service and its implications for service delivery. Additionally, there is a need to establish sufficient sustainable future income streams to meet the needs of the local community; to facilitate this we have invested in a Business Development Manager who is tasked with identifying and securing additional funds.

A secondary risk relates to the operational performance against our key contractual commitments, where if performance is not maintained or improved we risk failing to comply. To mitigate this risk we have made significant Management changes, with the appointment of an Operations Manager, and an Advice Services Manager whose sole focus is on Contract Delivery and Quality assurance.

In addition the impact of Brexit on the charity section is as yet unquantified but the potential for greater austerity will have an increased demand for generalist and financial advice services with the Portsmouth area. The Board will monitor this closely and, in conjunction with the national organisation, take appropriate actions as and when required.

Relocation of advice services from the current office in Cosham is urgently required in view of the poor state of the existing premises. The Board is working closely with Portsmouth City Council and others to identify alternative facilities in the Cosham area.

Statement of Trustees' Responsibilities

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 charity and of the financial activities of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for ensuring that the company maintains an adequate system of internal control designed to provide reasonable assurance that assets are safeguarded against loss or unauthorised use and to prevent and detect fraud and other irregularities.

Independent Examiner

The independent examiner, Nigel Singleton of BD&M Limited has expressed his willingness to continue in office and a proposal for his re-appointment will be made at the Annual General Meeting.

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

D Judd
Trustee
Date: 28th July 2016

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF PORTSMOUTH CITIZEN'S ADVICE BUREAU

I report on the accounts of the company for the year ended 31st March 2016, which are set out on pages 8 to 15.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Nigel Singleton FCA FCCA
BD&M Limited
Chartered Certified Accountants
Skies, 20 St Martinsfield
Winterborne St Martin
Dorset DT2 9JU

Date: 28th July 2016

PORTSMOUTH CITIZENS ADVICE BUREAU

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXENDITURE ACCOUNT) FOR THE YEAR ENDED 31ST MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Income and endowments from:					
Donations and legacies	2	37,228	-	37,228	35,810
Charitable activities	3	49,273	401,439	450,712	474,299
Investment income (Bank interest)		2,326	-	2,326	2,465
Total income		88,827	401,439	490,266	512,574
Expenditure on:					
Raising funds	4	1,563	-	1,563	3,000
Charitable activities	5	58,335	425,538	483,873	448,619
Total expenditure		59,898	425,538	485,436	451,619
Net income		28,929	(24,099)	4,830	60,955
Gross transfers between funds		-	-	-	-
Net movement in funds		28,929	(24,099)	4,830	60,955
Reconciliation of funds					
Total funds at 1st April 2015		227,658	50,965	278,623	217,668
Total funds at 31st March 2016		256,587	26,866	283,453	278,623

All amounts derive from continuing activities.

All gains and losses recognised in the period are included in the statement of financial activities.

The notes on pages 10 to 15 form part of these financial statements

PORTSMOUTH CITIZENS ADVICE BUREAU

BALANCE SHEET
AS AT 31ST MARCH 2016

	Notes	2016 £	2016 £	2015 £	2015 £
Fixed Assets					
Tangible assets	7		4,398		10,011
Current assets					
Debtors	8	7,189		2,310	
Cash at bank and in hand		352,256		355,774	
		359,445		358,084	
Creditors: Amounts falling due within one year	9	(38,390)		(41,472)	
Net current assets			321,055		316,612
Total assets less current liabilities			325,453		326,623
Creditors: Amounts falling after more than one year	10		(42,000)		(48,000)
Net Assets			283,453		278,623
The funds of the charity:					
Restricted income funds	12		26,866		50,965
Unrestricted income funds:					
Other charitable funds	11		256,587		227,658
Total charity funds			283,453		278,623

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2016.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2016 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime under the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The Financial statements were approved by the board on 28th July 2016.

D Judd - Trustee

A Stirling - Trustee

The notes on pages 10 to 15 form part of these financial statements

1 Accounting policies

1.1 Basis of preparation

The financial statements are prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th April 2014, applicable UK accounting standards and the Companies Act 2006.

1.2 Income

Income from donations and grants, including capital grants is included in incoming resources when receivable except as follows:

When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.

When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met.

When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

Grant clawbacks are deducted from incoming resources if they occur in the same accounting period. Grant clawbacks made in subsequent accounting periods are shown as outgoing resources in preference to negative income.

Gifts and services in kind are included at their estimated open market valuation.

1.3 Expenditure

Expenditure is included when incurred. Costs which are identified as relating to restricted activities are allocated directly to those activities. Costs which relate to the general running of the bureau are allocated against unrestricted funds, and within the statement of financial activities these expenses are shown as cost of advisory services, support costs and governance costs. Governance costs are those relating to the charity's compliance with constitutional and statutory requirements. Irrecoverable VAT is allocated to the expenditure heading to which it relates.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets costing more than £500 are capitalised at cost. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold Improvements	20% straight line
Fixtures, fitting and equipment	25% straight line

1.5 Designated funds

Designated funds are allocated out of unrestricted funds by the trustees for specific purposes. The use of such funds is at the trustees' discretion.

1.6 Restricted funds

Restricted funds are funds subject to specific conditions imposed by donors as to how they may be used. The purposes and uses of the restricted funds are set out in note 12 to the accounts.

2 Donations and legacies

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Donations and gifts	1,968	-	1,968	985
Lloyds TSB Foundation for England and Wales	-	-	-	15,600
Other charitable trusts	16,600	-	16,600	565
Donated services and facilities	18,660	-	18,660	18,660
	37,228	-	37,228	35,810

Portsmouth City Council provides the premises at Portsmouth and Cosham from which the charity operates at a reduced rent. The assistance for the year has been valued at £18,660 (2015 £18,135).

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Provision of advisory services				
Awards For All Grant	-	-	-	-
HIWCF - Warm front grants	-	1,680	1,680	-
HIWCF - Hardship grants	-	1,000	1,000	-
Integrated Money Advice pilot (Martin Lewis fund)	-	12,263	12,263	3,068
HIWCF – KWKW	-	-	-	2,000
Macmillan	-	46,823	46,823	32,506
Portsmouth Primary Care Trust	-	17,880	17,880	17,530
Money Advice Service Face to face debt advice Project:				
In partnership with Salford University		-	-	105,366
In partnership with Citizens Advice	13,475	-	13,475	20,770
CitA F2F	-	254,019	254,019	128,142
Community First	-	-	-	2,500
Big Lottery Fund:Advice Services Transition Fund	-	65,044	65,044	145,242
PCC CTF	-	2,730	2,730	8,190
HIWCF Apprenticeship scheme	-	-	-	3,500
Other income	35,798	-	35,798	5,485
	49,273	401,439	450,712	474,299

4 Costs of raising funds

	2016 £	2015 £
Consultancy	1,563	3,000

5 Expenditure - Charitable Activities

	Charitable Activities £	Support Costs £	Total 2016 £	Total 2015 £
General advisory services	45,122	85,460	130,582	154,283
Face to face debt advice	224,494	21,639	246,133	235,594
Advice Services Transition Fund partnership	72,114	35,044	107,158	58,742
	341,730	142,143	483,873	448,619

5 Expenditure - Charitable Activities (continued)

Natural classification:-	Charitable Activities £	Support Costs £	Total 2016 £	Total 2015 £
Staff costs (including travel and training)	287,408	68,736	356,144	347,315
Office costs	-	62,744	62,744	47,087
Premises costs	43,781	-	43,781	37,799
Disbursements	10,541	-	10,541	2,830
Depreciation	-	5,613	5,613	5,612
Governance costs				
Staff costs	-	2,655	2,655	2,766
Professional fees	-	179	179	13
Auditor's remuneration for non audit services	-	-	-	1,635
Independent examination (2015 Audit) fee	-	1,740	1,740	3,147
AGM expenses	-	476	476	415
	341,730	142,143	483,873	448,619

6 Employee costs

No trustees received remuneration during the year (2015 £nil). No expenses were reimbursed to trustees in the year (2015 none).

The costs of the remaining staff were:

	2016 £	2015 £
Wages and salaries	292,890	307,040
Social security costs	22,681	23,816
	315,571	330,856

No employee earned more than £60,000 during the period. The average full time equivalent number of staff employed by the charity during the year was as follows:

	2016 No	2015 No
Average full time equivalent number of staff employed	13.0	14.0

7 Tangible fixed assets

	Fixtures, fittings & equipment	Total
	£	£
Cost		
At 1st April 2015	68,315	68,315
Additions	-	-
At 31st March 2016	68,315	68,315
Depreciation		
At 1st April 2015	58,304	58,304
Charge for the year	5,613	5,613
At 31st March 2016	63,917	63,917
Net book value		
At 31st March 2016	4,398	4,398
At 31st March 2015	10,011	10,011

8 Debtors

	2016	2015
	£	£
Operational debtors	6,208	-
Prepayments and accrued income	981	2,310
	7,189	2,310

9 Creditors: amounts falling due within one year

	2016	2015
	£	£
Repayments due on loan from Portsmouth City Council	6,000	6,000
Other creditors	24,757	24,087
Social security and other taxes	5,893	6,603
Accruals	1,740	4,782
	38,390	41,472

10 Creditors: amounts falling after more than one year

	2016	2015
	£	£
Portsmouth City Council loan:		
Amounts repayable in one to two years	6,000	6,000
Amounts repayable in two to five years	18,000	18,000
Amounts repayable more than five years	18,000	24,000
	42,000	48,000

In April 2013, the Bureau received a loan from Portsmouth City Council to finance the exit charge from the Local Government Pension Scheme. The loan is secured by a floating charge over the assets of the Bureau.

11 Unrestricted Funds

	Balance at 1 April 2015	Net Incoming resources	Restricted Fund Transfers	Designated Fund Transfers	Balance at 31 March 2016
	£	£	£	£	£
Other charitable funds	227,658	28,929	-	-	256,587
	227,658	28,929	-	-	256,587

12 Restricted Funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2015	Incoming resources	Resources expended	Transfers	Balance at 31 March 2016
	£	£	£	£	£
Awards For All Grant	4,697	-	2,348		2,349
HIWCF - Keep warm keep well grants	980	1,680	1,702		958
HIWCF - Hardship grants	-	1,000	1,000		-
EBDX	-	12,263	6,283		5,980
Macmillan Hampshire	-	46,823	46,823		-
CitA F2F	(956)	254,019	239,850		13,213
PCC Capacity Transation Fund	1,706	2,730	2,730		1,706
NHS Portsmouth CCG	1,150	17,880	17,644		1,386
Big Lottery Fund:Advice Services Transition Fund	43,388	65,044	107,158		1,274
	50,965	401,439	425,538	-	26,866

12 Restricted Funds (continued)

The Awards For All grants were received in 2013 to purchase IT equipment and a telephone system for the new offices. The grant is being matched against the depreciation charged.

EBDx helps the client deal with an energy consumer issue, managing fuel bills, claiming benefits or reducing the household outgoings on fuel. The funding received allowed us to employ an energy adviser from October 2015.

Grants were received from Hampshire and Isle of Wight Community Foundation to fund grants payable to families in need and under the "Keep Warm Keep Well" scheme.

Funds are received from Citizens advice Hampshire in partnership with Macmillan Cancer Support to provide a specialist service for people affected by cancer, their families and carers, living in Hampshire. Users benefit from access to the full range of CAB advice.

NHS Portsmouth CCG funds a project worker, offering home visits for debt and generalist advice to familiies with children undergoing pallitive care.

Portsmouth City Council Capacity Transition Fund has been funding 2 afternoons per week of generalist advice at Ark Roval House since September 2015.
The Advice Services Transition Fund is a two year project funded by the Big Lottery bringing together all Portsmouth providers of advice in debt, benefits, housing and employment and the services that regularly refer clients into advice services. It will also fund a student volunteering project in partnership with the University of Portsmouth and contribute towards the development of a new generalist advice service.

The Money Advice Service face to face debt advice project is government funded via the Department for Business, Innovation and Skills.

13 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	2,049	2,349	4,398
Current Assets	334,928	24,517	359,445
Creditors: amounts falling due within one year	(38,390)	-	(38,390)
	298,587	26,866	325,453

14 Capital Commitments

As at 31 March 2016 the company had annual commitments under non-cancellable operating leases as follows:

Operating leases which expire:

	Land and buildings	Other	Total 2016	Total 2015
	£	£	£	£
Less than one year	-	1,476	1,476	-
One to five years	16,000	-	16,000	17,476