

Annual Report

Trustees' Report and Financial Statements
for the year ended 31 December 2017



CHARITY NUMBER: 1149652

COMPANY NUMBER: 08186281

HELEN BAMBER FOUNDATION

ANNUAL REPORT

For the year ended 31 December 2017

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REFERENCE AND ADMINISTRATIVE DETAILS

Founder

Helen Bamber OBE (1925 - 2014)

President

Emma Thompson

Trustees

Charlotte Seymour-Smith - Chair

Hugh Richardson - Treasurer

Sir Nicolas Bratza

Rebecca Hirst

Tom McLaughlan

Caroline Moorehead OBE

Patricia Pank

Professor Ian Watt

Human Rights Advisory Group

Sir Geoffrey Bindman

Sir Nicolas Bratza

Louise Christian

Ben Emmerson QC

Frances Webber

Charity number – 1149652

Company number - 08186281

Registered Office and operational address

Bruges Place, 15-20 Baynes Street

London NW1 0TF

Management Executive

Professor Cornelius Katona - Medical Director

Nina Kowalska - Managing Director (until 28 September 2017)

Tarnjit Birdi - Executive Director (until 3 November 2017)

Penny Farrar - Consultant Interim Director (from 21 September 2017)

Auditor

Sayer Vincent LLP

Chartered Accountants & Statutory Auditors

Invicta House, 108-114 Golden Lane, London, EC1Y 0TL

Bankers

Coutts & Co

440 The Strand, London WC2R 0QS

ANNUAL REPORT

For the year ended 31 December 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Helen Bamber Foundation (HBF) provides expert care and support for refugees and asylum seekers who have experienced human cruelty i.e. extreme physical, sexual and psychological violence, abuse and exploitation. The individuals we work with have been subjected to atrocities including state-sponsored torture, religious / political persecution, human trafficking, forced labour, sexual exploitation, gender-based and 'honour-based' violence. As a result of their experiences, our clients have multiple and complex needs including: acute psychological health conditions, severe physical injuries and medical conditions, extreme vulnerability to further exploitation in the UK, risk of further persecution in their country of origin, homelessness and destitution and intense loneliness. The HBF team delivers a compassionate response to survivors, which is responsive to the complexity of their suffering and needs, and supports them to establish a secure and fulfilling life with a positive future in the UK. We achieve this by offering eight specialist support services within a Model of Integrated Care. We amplify our direct work through our expert training, dissemination, policy and research functions.

New Trustees are recruited externally, with their appointment being approved by the Board of Trustees, following which a tailored induction is provided. This induction ensures that Trustees have been briefed as required on the governance structure and decision-making processes, their obligations under charity law, and the activities of HBF and its financial performance. Trustee meetings are held every quarter. An Operations Committee comprising Trustees and management team members also meets at least quarterly to ensure the smooth running of the charity.

The Trustee group works collectively under Charlotte Seymour-Smith as Chair to ensure strong strategic oversight and governance. The day-to-day management of the charity by the Managing Executive continued in 2017. An Interim Director, Penny Farrar, was appointed to support the transition to a new leadership model and the introduction of a Chief Executive Officer role. Kerry Smith is taking up this post in early 2018.

During 2017, the full-time equivalent of 18.5 members of staff handled the day-to-day business of the charity, providing services directly to, and on behalf of, survivors of torture and extreme human cruelty. Staff were supported by 75 volunteers who include doctors, therapists, barristers, solicitors, administrators, artists, musicians and others with specialist skills.

HBF's expertise continues to be recognized internationally. Our specialist team of staff and expert volunteers maintains our national and international reputation for providing specialist therapeutic care, clinical consultation, legal protection and practical support to survivors that helps them rebuild their lives.

Our founder, Helen Bamber, dedicated her life to the care, protection and rights of the most vulnerable and marginalised, helping thousands of men, women and children who have faced the worst of mankind's inhumanity. HBF is honoured to be her legacy.

ACTIVITIES

The Helen Bamber Foundation supports people who have experienced extreme human cruelty, such as torture or human trafficking and who are refugees and asylum seekers, by securing their needs and helping them rebuild their lives.

Model of Integrated Care

HBF operates a "Model of Integrated Care" for its clients which takes into account the particular vulnerabilities of individuals. HBF delivers bespoke care plans that deliver a comprehensive all-round service, enabling positive recovery, protection and community integration; care plans may include:

Legal Protection

Most HBF clients are seeking international protection in the form of Refugee Status, Humanitarian Protection or Discretionary Leave to Remain in the UK. Our medico-legal services assist survivors of torture and human cruelty obtain legal protection through ensuring all clients have quality and reputable legal representation and through producing expert medico-legal evidence to document the long term physical and/or psychological impact of their traumatic experiences. Working closely with HBF's specialist Counter-Trafficking team, our legal team ensures that victims of trafficking, including survivors of sexual or labour exploitation, gain the expert care and protection they need, often in circumstances in which they are still at risk from their traffickers in the UK.

Psychological Therapy Services

HBF's therapy services for individuals and groups enables survivors to confront and overcome the multiple and complex traumas they have suffered, to improve their mental health and to move forward with their lives. The therapy team works within an established framework of *Stabilisation* (of acute symptoms such as sleeplessness, nightmares and anxiety, as well as associated circumstances that impact mental health such as destitution or legal adversity), *Trauma-focused Therapy* (to enable them to come to terms with the traumatic experiences they have suffered) and *Integration* (into the community).

Counter-Trafficking Programme

Survivors of modern slavery and human trafficking are extremely vulnerable to targeting for further re-trafficking, exploitation and harm through re-victimisation. HBF's Counter-Trafficking Programme delivers intricate, intensive and person-specific contact and safeguarding for each survivor of trafficking to support them through the many difficulties they face. Specific aspects of the work include:

- Recognising specific instances of risk, including difficulties with threats, intimidation and bullying, and the risk of being drawn into exploitative relationships with the potential for re-trafficking;
- Reducing isolation: isolation is particularly dangerous as it increases opportunities for would-be abusers to target survivors;

- Increasing self-esteem, crucial in recovering from a trafficking situation, where the victim's sense of self-worth, and even their sense of themselves as a person, have intentionally been decimated;
- Supporting and accompanying survivors through the asylum system to ensure they have comprehensive letters explaining their enrolment in the Counter-Trafficking Programme and providing supporting information about their trafficking profile. Working closely with solicitors and barristers to get the best results from the Home Office and from court hearings;
- Providing support and accompanying survivors through the National Referral Mechanism (NRM; the process for official recognition as a victim of trafficking) and criminal investigations into their trafficking experience involving a specialist section of the Metropolitan Police; and
- Helping survivors to access compensation under the European Trafficking Directive, where survivors have suffered unlawful detention, unsuitable housing and or negligent treatment by social services. This includes providing witness statements and giving evidence in court.

Medical Advisory Clinic

Survivors can suffer multiple physical injuries and illnesses, usually as a direct result of their experiences. HBF clients have often had ineffective and sporadic contact with healthcare providers, frequently limited to emergency or crisis contact with Accident and Emergency departments in the UK. Addressing their physical healthcare comprehensively is difficult, given the complexity and multiplicity of their needs, their cultural and language differences, limitations of time, and lack of accessibility and understanding within the NHS. HBF's Medical Advisory Clinic ensures that appropriate care is established for clients to stabilise and improve their health through providing medical assessments and the co-ordination of external services.

Housing and Welfare Casework

HBF's clients can face hardship and destitution at any stage on their journey through the asylum or mainstream support processes. This can have a devastating impact on their mental health. Instability and insecurity impedes therapeutic engagement and increases vulnerability and risk of harm. Expert advice and intervention is therefore essential, not only in preventing hardship, destitution and homelessness, but also in reducing the risk to health and further exploitation. HBF's specialist casework ensures that clients' welfare and housing needs are met and that social deprivation, including street homelessness and destitution, are avoided through timely and often emergency interventions.

Integration Programme

HBF's clients are often dangerously isolated and marginalised. Fear, emotional withdrawal and practical challenges such as language barriers, can stand in the way of survivors trying new experiences, developing creative and practical interests, developing life skills and forming positive relationships. Through the Integration Programme, our clients can engage in activities unrelated to their trauma and form safe relationships with others in a similar position, learn new skills, develop confidence and positive peer relationships.

Physical Rehabilitation and Happy Baby Community

Survivors often live with chronic pain and impaired physical functioning. The Physical Rehabilitation team enables clients to understand the physical state of their bodies, to manage pain, to connect positively with their bodies again following trauma, and to increase their well-being through physical activities. We provide a range of regular group classes, one-to-one pain management, gym membership and access to external groups that are tailored to client needs, including osteopathy, yoga and swimming.

The Happy Baby Community provides practical and emotional support to women and their babies and has developed as a community providing peer support amongst the women, many of whom are often dangerously isolated. HBF participants are asylum-seeking women or refugees with complex needs, many of whom have been trafficked and are facing raising children, alone in poverty and without support.

Research, Dissemination and Policy

The Helen Bamber Foundation is well placed to improve understanding of the needs and vulnerabilities of survivors of human cruelty. Our research programme aims to increase understanding of the clinical vulnerabilities and the complexity of trauma following atrocity, as well as to enable the development of evidence-based approaches to respond to survivors' needs. This work includes detailed monitoring and evaluation of our clinical work, and investigating the consequences of client experiences on their health and well-being. HBF maintains its influence through contributing clinical expertise to help develop law, policy and practice, and through dissemination of expertise and research findings.

LOOKING BACK AT 2017: ACHIEVEMENTS AND PERFORMANCE

Model of Integrated Care

The objectives for delivering the Model of Integrated Care in 2017 were to continue to develop approaches for meeting clients' complex needs and to refine operational processes so as to ensure services could be delivered more efficiently and effectively.

Improvements to service delivery

Improvements in the charity's delivery capacity made during the year included:

- Development of volunteer recruitment processes;
- Introduction of a regular client focus group to provide client feedback and better inform service delivery;
- Development of management team decision-making processes;
- Refinement of client referral and review processes;
- Refinement of the charity's monitoring and evaluation framework and embedding associated reporting requirements in the design of the database in development in late 2017 for launch in early 2018.

Service delivery outcomes

In 2017 HBF provided a bespoke service to over 800 people from all over the world.

Legal Protection

In 2017 HBF's legal team:

- Produced 84 expert medico-legal reports that document the long term physical and psychological impact of traumatic experiences and are used as evidence for international protection in the UK. Our expertise in preparing such reports continues to be recognised by the Courts and Tribunal Judiciary and by the Home Office;
- Identified the extreme human cruelty and ill-treatment HBF clients have suffered including torture, trafficking/slavery, extreme physical, sexual and psychological violence (including inter-personal violations) and human rights atrocities through medico-legal reports;
- Intervened in 64 cases from immigration detention, identifying *prima facie* cases of torture or ill-treatment;
- Held a two-day advanced training session on refugee health, human rights law and medico-legal report writing for qualified doctors, in line with case law and the international guideline (the Istanbul Protocol) with six new clinicians subsequently joining our team of expert medico-legal report writers; and
- In collaboration with the Counter-Trafficking team, continued to provide specialist safeguarding, enhanced case and welfare support to survivors of trafficking/slavery, which included those still at risk of re-victimisation from their original traffickers, and those requiring assistance with criminal investigations related to their trafficking experiences.

Psychological Therapy Services

In 2017 HBF's therapy team offered survivors access to evidence-based therapy for Post Traumatic Stress Disorder (PTSD), including Narrative Exposure Therapy (NET), trauma-focused Cognitive Behavioural Therapy (tfCBT) and Eye Movement Desensitisation and Reprocessing (EMDR). The team also offered group therapies centred on symptom management and increasing daily functioning.

During 2017, 115 women and 99 men from 54 countries accessed individual and group therapies.

Over the course of the year, the team delivered 1,811 individual and 85 group sessions. Individual sessions included:

- 223 assessments and evaluations;
- 361 tfCBT sessions and 471 specialist trauma-focussed NET sessions;
- 35 sessions focussing on acute PTSD symptoms; and
- 648 relational psychotherapy and counselling sessions.

HBF's routine use of standardised outcome measures for PTSD, depression and anxiety indicates that the therapy team has achieved a significant rate of success and impact for a population with such comparatively severe trauma symptoms. Data collected in 2017 indicated that following treatment at HBF 62% of clients achieved a reduction in the levels of psychological distress; 31% achieved a significant reduction; and 15% achieved a 'healthy' rating.

Group therapy sessions in 2017 included:

- 48 sessions of the Therapeutic Community Group. The group ran throughout the year on a weekly basis, and further developed its services for clients in response to increasing life skills needs to prepare for transitioning into education, employment or other community building activities;
- 24 sessions of the Women's Group; and
- 13 sessions of the Compassionate Mind Group.

While delivering these individual and group services, we successfully offered five trainee therapy placements.

In addition to its direct service role, our therapy team also delivered external training to statutory services (NHS, police, Crown Prosecution Service (CPS)), NGOs and to academic institutions on a range of subjects on which HBF staff are expert including:

- Psychological Consequences of Domestic and Sexual Violence and Best Practice;
- Psychological Impact of Modern Slavery: Challenges for Victims;
- Psychological Perspective of Female Genital Mutilation;
- NET; and
- PTSD assessment and treatment.

The team also delivered international training including:

- A three week international training programme in Democratic Republic of Congo on NET, in conjunction with a partner organisation; and
- A presentation entitled Psychological Consequences of Modern Slavery to health professionals working in addictions at The International Conferences on Addiction and Associated Disorders.

Counter-Trafficking Programme

During 2017, 67 clients worked with the Counter-Trafficking team; 47 women and 20 men who have been trafficked to the UK from 24 countries across Africa, Asia and Southern Europe. Following our support:

- 54% of clients reported an improvement in their overall well-being;
- 62% reported an improvement in their levels of life functioning; and
- 54% of clients also dropped from scoring clinically 'at risk' to 'low risk' / 'not at risk'.

Medical Advisory Clinic

HBF's Medical Advisory Clinic (MAC) offers clients specialist consultations with trained medical professionals. The service grew throughout the year and by the end of 2017 had five volunteer doctors including a psychiatrist and GPs with a special interest in sexual violence and in mental health. During 2017 the clinic:

- Delivered 280 appointments for 117 clients; 74 women and 43 men from 41 countries;
- Developed the HBF Medical Needs Assessment, resulting in all new clients being seen by a member of the team and allowing an early understanding of a new client's health care needs and appropriate intervention, as well as an opportunity for health education;

- Increased the number of external doctors and students who come to shadow the team and attracted a medical student volunteer;
- Taught on medical school Global Health Programmes and at NHS safeguarding conferences and continued to run Peer Group Meetings for doctors regarding refugee health and medico-legal report writing;
- Developed and ran a well-received health education programme which included navigating our healthcare system, nutrition and sexual health issues; and
- Developed HBF safeguarding policies, improving HBF staff welfare, and provision of medico-legal report audit and training activities.

Housing and Welfare Casework

During 2017, the Housing and Welfare Casework Co-ordinator and dedicated volunteers ensured that clients received timely and appropriate assistance for their housing and welfare needs and crises. Over the year we:

- Supported 127 clients, including survivors who were at risk of homelessness, who were in unsuitable accommodation, at risk of destitution and clients who had no funds for food;
- Resolved 81% of housing and welfare crisis in under three months on issues ranging from appealing to the local council or the Home Office for appropriate housing, to liaising with benefit providers to reinstate welfare support;
- Secured 40 grants for clients, including funds for furnishing new accommodation after being granted status and travel money to attend educational courses;
- Developed partnerships with refugee hosting charities and community-based welfare organisations to increase support for the myriad of welfare and housing needs of HBF's clients; and
- Continued to share best practice and liaise with colleagues in the housing, welfare and immigration sectors through the Asylum Support Advice Network, Housing and Immigration Group, and the London Destitution Forum.

Integration Programme

The charity's integration programme aims to provide clients with opportunities to build their confidence, skills and independence. In 2017, individual support was provided to over 100 clients in regard to accessing education, volunteering and employment opportunities. In addition a number of productive partnerships were developed and have resulted in the introduction of new activities including:

- A financial skills workshop;
- A specifically tailored employability skills programme; and
- A paid placement programme for clients wishing to gain professional experience.

We have also developed partnerships with a number of external organisations which provide tailored employment support for refugees.

The Creative Arts Programme continues to run, delivering eight weekly groups around diverse activities from knitting to football. These provide vital opportunities for HBF clients to engage in activities unrelated to their trauma and to develop confidence, self-esteem and positive peer relationships.

Physical Rehabilitation and Happy Baby Community

The Physical Rehabilitation Team continued to work with clients who have trauma-induced physical conditions often resulting in profound pain and impaired functioning. In 2017, the team expanded volunteer numbers significantly to 24. Volunteers provide classes and one to one support to over 100 clients a week. Through partnerships with other organisations, the team now provides trauma informed yoga, a gym program, osteopathy, and acupuncture.

The Happy Baby Community, which has been developed in partnership with Ourmala, continued to grow and developed additional partnerships with external partners to provide wrap around services to the refugee and asylum-seeking women who have babies or are pregnant. In 2017, this outreach project supported over 150 women and their babies and children.

Research, Dissemination and Policy

Research

In 2017 HBF progressed its research objective to understand the clinical vulnerabilities and the nature of complex trauma suffered by our clients, with the aim of developing more effective treatments for survivors through evidence-based approaches. Key activities in 2017 included:

- Continued exploration of the psychological impact of destitution following the grant of international protection. The foundation has now completed recruitment for a quantitative study as well as completing a qualitative study of the 'lived experience' of this transition;
- Completion of data collection for a study exploring conscious narrative dilemmas in the immigration and asylum context and the reasons behind them;
- Completion of a systematic review investigating the mental health consequences of immigration detention and submission of this for publication;
- Publication of a case series on the use of NET in survivors of human trafficking;
- A randomised controlled trial of NET in survivors of human trafficking; and
- An open study of the effectiveness of 'Compassionate Mind Therapy' in clients who have completed trauma-focussed therapy but have residual and disabling symptoms related to feelings of guilt and shame.

Dissemination

In 2017, HBF continued dissemination including the delivery of training activities piloted in 2016. Many statutory organisations and NGOs work with survivors of human cruelty, including the police, NHS, immigration authorities, local councils, charities and community-based support groups. HBF is recognised as a leading UK authority in the treatment and recovery of this client group and by disseminating expert advice and guidance, influencing decision makers and improving understanding through specialist research and evaluation, we strive to improve the wider environment for all survivors of human cruelty.

The benefits for HBF clients will include:

- Reduced psychological distress, improved life functioning;
- Improved ability to address physical healthcare needs;
- Improved ability to evidence experience of trauma in legal claims;
- Reduced risk of re-victimisation; and
- Improved ability to access education, employment and other activities in the community.

During 2017, HBF representatives delivered presentations and training sessions designed to help others better support survivors of human cruelty at 25 events in the UK and internationally including to NGO's, statutory services, academic institutions and the UN.

HBF also contributed to development of international sector expertise through:

- Sitting as an Expert Panel Member at the United Nations Voluntary Trust Fund on Contemporary Forms of Slavery Conference to mark the International Day for the Abolition of Slavery; and
- Acting as a member of the Advisory Committee revising the Office for Democratic Institutions and Human Rights guidance on the National Referral Mechanism across 62 countries.

Other dissemination activities included:

- HBF's Head of Counter - Trafficking, Rachel Witkin writing two chapters in *Healthcare as a Human Rights Issue*, Sabine Klotz / Heiner Bielefeldt / Martina Schmidhuber / Andreas Frewer (eds.) ISBN 978-3-8376-4054-0; and
- HBF's Medical Director, Professor Cornelius Katona, being featured in a Panorama undercover investigation into Brook House detention centre on the mental impact of long-term detention. (www.bbc.co.uk/programmes/p05f6ns8)

Policy

Significant policy achievements in 2017 included:

- Challenging the use of immigration detention for vulnerable people - During 2017, HBF monitored referrals from people being held under the new Adults at Risk policy; communicated concerns with the policy to MPs in a written briefing, and published a response to the HM Inspectorate of Prisons consultation paper on Immigration Detention Expectations. A submission was made to the second Shaw Review into the Welfare in Detention of Vulnerable People;
- Working with the UK's Anti-Slavery Commissioner - During 2017, HBF continued to be represented on the Advisory Panel for the UK's Independent Anti-Slavery Commissioner. In July, HBF published a detailed response to the Commissioner's consultation on the National Referral Mechanism (NRM);
- Advocating for a statutory duty of care for victims and survivors of trafficking - In January 2017, HBF was invited to present at the All-Party Parliamentary Group on Human Trafficking on the mental health impact on victims of trafficking when statutory services fail to provide care;
- HBF worked collaboratively with sector partners including the Anti-Trafficking Monitoring Group, the Human Trafficking Foundation and King's College London in supporting the work of Lord McColl on the need for a statutory duty of care for victims of modern slavery;

- The Trafficking Survivor Care Standards - In October 2017 the Government announced that the Standards on Trafficking Survivor Care co-authored by with the Human Trafficking Foundation in 2015 would be adopted as a minimum standard of victim support in all future contracts providing support to adult victims of modern slavery in the UK; and
- Reviewing the policing response to modern slavery and human trafficking - HBF was invited to act as expert advisor to a HMIC Inspection into the Police's response to the implementation of the Modern Slavery Act 2015, which resulted in a report entitled Stolen Freedom in October 2017.

FINANCIAL REVIEW

Financial Framework

Policies relating to reserves and the need to generate an annual operating surplus together provide a financial framework within which the Helen Bamber Foundation seeks to function.

Reserves Policy

Forming part of reserves, the unrestricted general fund is the working fund of the charity. Unlike the other funds, it is not restricted or designated for use for a particular or defined purpose. The unrestricted general fund has to provide for the net deficit of any activities that have inadequate income of their own and for the general administration of the charity. It also provides working capital for operations and helps to provide resources to ensure that the charity is able to continue with its obligations in the event of a shortfall in income or unexpected upturn in expenditure. The target level for the unrestricted general fund is between three and six months of the higher of projected gross income or gross expenditure for the next financial year.

Summary of Results

In 2017, activities resulted in a surplus of £122,815. Fundraised income which is HBF's principal funding source, raised more than budgeted. Expenditure used to support the key objectives as described in this report was lower than budget. In 2017, the increase in fundraised income was particularly significant due to the first annual award funded by players of the People's Postcode Lottery of £250,000. Income from fees from medico-legal reports reduced to £136,404, owing to the combined effect of a temporary reduction in HBF capacity and the decision by the Legal Aid Agency to replace HBF's fixed fees with hourly rate based charges in line with those typically incurred by independent report writers.

HBF ended 2017 in a satisfactory financial position with an unrestricted general fund of £668,467 (up from £526,336 in 2016). If this is adjusted for donations of £150,000, accounted for in 2017, which relate to activity in 2018, this fund is about £200,000 below the top end of the current target level of reserves of about £722,000, although well above the bottom end of the target range. Funds which are restricted and not available for general purposes of the charity totalled £15,833 at end 2017.

A budget showing a modest surplus has been set for 2018. The 2018 budget does not take account of a one-off donation of £250,000 in February also funded by players of the People's Postcode Lottery, but does take into account the likelihood that the Legal Aid Agency's basis of payment for medico-legal reports will remain and therefore HBF will not be able to recover the full costs of producing such reports in respect of its clients (whose history and complex needs require relatively high levels of clinical and legal input).

Risks

The major risks to which the HBF is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate these risks. Among the risks identified, the most significant are considered to be (i) the continuing challenge of ensuring funds are raised and activities are planned in order to meet budget requirements, and (ii) operational strain that can arise from the level of demand for the services of the foundation, and (iii) the increasingly hostile environment that most of our client group find themselves in means that there is likely to be an increase in clients with complex needs. These risks are mitigated in part through close operational monitoring and application of the reserves policy.

Going Concern

Having regard to the reserves held at the year-end, the Trustees consider that there is a reasonable expectation that HBF has adequate resources to continue in operational existence for the foreseeable future and, for this reason, the Trustees continue to adopt the 'going concern' basis in preparing the accounts.

Remuneration Policy

The objectives of HBF's remuneration policy are to:

- Reward staff appropriately and enable the recruitment and retention of high calibre staff;
- Ensure the proper use of the charity's resources in accordance with its aims and within affordable limits based on the financial circumstances of the charity;
- Be non-discriminatory, just and equitable in the evaluation of jobs and their remuneration by providing a stable framework for the remuneration of the team;
- Operate within the law; and
- Pay at a competitive level taking account of external market rates, with the aim being to set pay around the median level for comparable posts in the voluntary sector, subject to the charity's financial position.

Remuneration is reviewed on an annual basis and agreed by the Board of Trustees. When setting pay levels, the charity gives consideration to external benchmark comparators, changes in the national average earnings index, affordability and other internal and external pressures including recruitment and retention. The policy applies to all staff, including the charity's Executive team. The total remuneration of the three members of the Managing Executive was £156,459.

Fundraising

HBF's fundraising team produces an annual Income Generation Strategy against which performance is regularly monitored by senior management and Trustees. In 2017, HBF met the objectives of its strategy, increasing income to £1,220,917 (against a target of £1,097,189) compared to £842,462 in 2016.

The award of £250,000 in unrestricted income funded by players of the People's Postcode Lottery, which contributed to this result, reflects an ongoing relationship with the Trust which could result in a commitment of £250,000 a year for a further two years.

HBF's fundraising approach reflects the principles published on the HBF's website - www.helenbamber.org. The charity's fundraising programme is delivered using internal resources and in 2017 did not involve external professional fundraisers or commercial participators. HBF does not generate merchandise for fundraising purposes.

HBF is a member of the UK Fundraising Regulator. Membership of the Board's scheme represents a commitment to the highest standards of practice and ensures that all fundraising activity is open, legal and fair. As a member of the Board, HBF like other members is committing to the Board's Codes of Fundraising Practice, which are the standards set for fundraisers in the UK. Members of the Board also commit to abide by its Fundraising Promise. This is based on six key pledges which reflect the core values of respect, honesty, accountability and transparency. HBF's strong commitment to recognised sector standards means that the charity is actively working to protect vulnerable people and other members of the public from behaviour which:

- Is an unreasonable intrusion on a person's privacy;
- Is unreasonably persistent; and /or
- Places undue pressure on a person to give money or other property.

HBF has received no complaints in regard to its fundraising activities in 2017.

PLANS FOR THE FUTURE

The Helen Bamber Foundation will remain focused on delivering and developing its Model of Integrated Care and providing clients with the support they need in order to meet basic needs, access therapy, legal assistance, and participate in community integration activities.

2018 will be an important year for HBF. We have invested significant organisational energy in developing and embedding a new leadership model, and introducing new organisational infrastructure, including information management and monitoring and evaluation tools. HBF is now well placed to move forward with a new strategy and plans. With the recruitment of a new CEO, Trustees plan to undertake a major strategic review in 2018. The objectives that result will inform robust delivery and organisational development plans for the following three years.

Also in 2018 we will:

- Continue to develop our expertise in working with survivors of trafficking as an increasing proportion of our clients have experienced trafficking;

- Focus on developing new life skills activities for our clients, intended to help them integrate into the community and transition into education and employment;
- Seek to amplify the positive impact of our work with clients in order to benefit survivors more widely through policy, research and dissemination of our clinical expertise and best practice; and
- Progress our research objective to understand the clinical vulnerabilities and the nature of complex trauma, develop more effective treatments for survivors through evidence-based approaches, publish and disseminate research findings to a wide audience, and thereby to inform best practice and policy.

Public benefit

In setting HBF's objectives and planning its activities, the Board of Trustees has given careful consideration to the Charity Commission's general guidance on public benefit. In particular, the Board of Trustees considers how planned activities will contribute to the aims and objectives that have been set.

The public benefit of the charity is in:

- Relieving and assisting people and protecting the health of people who are at risk by reason of their experience of torture, hostilities, genocides or other atrocities;
- Preventing sickness and protecting the health of people who are at risk from such experiences;
- Relieving poverty among those people; and
- Educating people on all issues concerning gross violation of human rights, torture and atrocities and their effect on people who suffer them.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also directors for the purposes of company law) are responsible for preparing the report of the Trustees 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 judgments and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate 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. In so far as the Trustees are aware:

- There is no relevant audit information of which the charitable company's auditor is unaware;
- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. The charity has eight members.

AUDITOR - Sayer Vincent LLP has expressed its willingness to continue as auditor.

APPROVAL - This report was approved by the Board of Trustees on 5 April 2018 and signed on its behalf by:

Charlotte Seymour-Smith

Chair of Trustees

HELEN BAMBER FOUNDATION

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HELEN BAMBER FOUNDATION

Opinion

We have audited the financial statements of Helen Bamber Foundation (the 'charitable company') for the year ended 31 December 2017 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 December 2017
- and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Companies Act 2006

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or

- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of trustees' remuneration specified by law are not made; or

- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit

evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Joanna Pittman (Senior statutory auditor)

18 April 2018

for and on behalf of Sayer Vincent LLP, Statutory Auditor

Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

Helen Bamber Foundation

Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 December 2017

	Note	Unrestricted £	Restricted £	2017 Total £	Unrestricted £	Restricted £	2016 Total £
Income from:							
Donations – legal protection		–	31,341	31,341	–	38,373	38,373
Donations – therapy and casework		–	121,425	121,425	2,436	143,615	146,051
Donations – mind and body and creative arts		–	64,969	64,969	3,086	43,158	46,244
Donations – counter trafficking		–	124,110	124,110	–	–	–
Donations – research, policy, dissemination		–	58,509	58,509	–	50,870	50,870
Donations – general		790,563	30,000	820,563	540,924	20,000	560,924
Total Donations	2	790,563	430,354	1,220,917	546,446	296,016	842,462
Charitable activities							
Fees from medical legal reports – Legal protection		136,404	–	136,404	220,121	–	220,121
Training/Other income		7,069	–	7,069	5,582	–	5,582
Total Charitable Activities		143,473	–	143,473	225,703	–	225,703
Bank interest		426	–	426	651	–	651
Total income		934,462	430,354	1,364,816	772,800	296,016	1,068,816
Expenditure on:							
Raising funds	3	166,800	30,000	196,800	191,195	–	191,195
Charitable activities							
Legal protection	3	179,235	30,174	209,409	177,954	38,373	216,327
Therapy and casework	3	234,427	115,092	349,519	285,669	163,615	449,284
Mind and body and creative Arts	3	81,700	64,969	146,669	62,297	43,158	105,455
Counter trafficking	3	63,900	124,110	188,010	–	–	–
Research, policy and dissemination	3	68,684	82,909	151,593	123,633	26,470	150,103
Total expenditure		794,747	447,254	1,242,001	840,748	271,616	1,112,364
Net income / (expenditure) and movement in funds	4	139,715	(16,900)	122,815	(67,948)	24,400	(43,548)
Reconciliation of funds:							
Total funds brought forward		536,556	32,733	569,289	604,504	8,333	612,837
Total funds carried forward		676,271	15,833	692,104	536,556	32,733	569,289

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 13 to the financial statements.

Helen Bamber Foundation

Balance sheet

Company no. 08186281

As at 31 December 2017

	Note	£	2017 £	£	2016 £
Fixed assets:					
Tangible assets	8		<u>7,804</u>		<u>10,220</u>
			7,804		10,220
Current assets:					
Debtors	9	139,932		117,367	
Cash at bank and in hand		<u>728,262</u>		<u>691,563</u>	
		868,194		808,930	
Liabilities:					
Creditors: amounts falling due within one year	10	<u>183,894</u>		<u>249,861</u>	
Net current assets			<u>684,300</u>		<u>559,069</u>
Total net assets			<u><u>692,104</u></u>		<u><u>569,289</u></u>
The funds of the charity:	13				
Restricted income funds			15,833		32,733
Unrestricted income funds:					
Designated funds		7,804		10,220	
General funds		<u>668,467</u>		<u>526,336</u>	
Total unrestricted funds			<u>676,271</u>		<u>536,556</u>
Total charity funds			<u><u>692,104</u></u>		<u><u>569,289</u></u>

Approved by the trustees on 5 April 2018 and signed on their behalf by

Charlotte Seymour-Smith
Chair

Hugh Richardson
Treasurer

Helen Bamber Foundation

Statement of cash flows

For the year ended 31 December 2017

	Note	2017 £	£	2016 £	£
Cash flows from operating activities					
Net cash provided by / (used in) operating activities	14	42,133		181,038	
Cash flows from investing activities:					
Purchase of fixed assets		<u>(5,434)</u>		<u>(1,250)</u>	
Net cash (used in)/provided by investing activities		<u>(5,434)</u>		<u>(1,250)</u>	
Change in cash and cash equivalents in the year		36,699		179,788	
Cash and cash equivalents at the beginning of the year		<u>691,563</u>		<u>511,775</u>	
Cash and cash equivalents at the end of the year		<u><u>728,262</u></u>		<u><u>691,563</u></u>	

1 Accounting policies

a) Statutory information

Helen Bamber Foundation is a charitable company limited by guarantee and is incorporated in the United Kingdom. The registered office address is Bruges Place, 15–20 Baynes Street London NW1 0TF.

b) 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) (effective 1 January 2015) – (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

c) Reporting period

The financial statements cover the year to 31 December 2017.

d) Public benefit entity

The charitable company meets the definition of a public benefit entity under FRS 102.

e) Going concern

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

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 amounts of assets and liabilities within the next reporting period.

f) Recognition of income

Recognition of income takes place in accordance with applicable accounting policies and results are presented in accordance with the SORP. All incoming resources are included in the Statement of financial activities when the charity has entitlement to the income, it is probable that the income will be received and that the amount can be measured reliably. Grants and donations are recorded in the period in which they are received or the charity is entitled to the income.

Donations receivable for the general purposes of the charity are credited to Unrestricted funds and donations tied to a particular purpose are credited to Restricted funds.

Revenue grants are credited to the Statement of Financial Activities when received or receivable, whichever is earlier. Where unconditional entitlement to grants receivable is dependent on fulfilment of conditions within the charity's control, the incoming resources are recognised when there is sufficient evidence that conditions will be met. Where there is uncertainty as to whether the charity can meet such conditions, the incoming resource is deferred. When funding received is designated by the donor to be used in a specific future period, income is deferred.

Income from medico legal reports is recognised when the report has been completed and submitted to the customer and an invoice has been raised.

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

All other income, such as training fees, is recognised in the period in which the charity is entitled to receipt and the amount can be measured with reasonable probability. Legacies are included when there is reasonable probability of receipt, amount and timing.

Where income is received in advance of its recognition, it is deferred and included in creditors. Where entitlement occurs before income is received, the income is accrued and included in debtors.

1 Accounting policies (continued)

g) Recognition of expenditure

All expenditure is accounted for on an accruals basis in the period to which the cost relates and has been classified under headings that aggregate all costs related to the category. Resources expended include attributable VAT which cannot be recovered. Where costs cannot be directly attributable to particular activities, they have been allocated on a basis consistent with the use of the resources. Overheads, salaries and governance costs are allocated between the activity headings on the basis of attributable employment cost, and an element of judgement is involved. Costs of raising funds are those costs, including fundraising expenditures, incurred by the charity to obtain funds. Support costs are those costs incurred which are not directly an output of the charitable activity. Governance costs are those incurred in connection with enabling the charity to comply with external regulation, constitutional and statutory requirements and in providing support to the Trustees in the discharge of their statutory duties.

h) Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Only individual assets costing £250 or more and not forming part of a larger project are capitalised. This level is periodically reviewed, along with the need for a formal impairment review.

Provision is made for depreciation of fixed assets, at rates calculated to write off the cost, less the estimated residual value, of each asset over its expected useful life. Leasehold improvements are depreciated over 3 years and other fixed assets over 4 years.

i) 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.

j) Recognition of liabilities and constructive liabilities

Liabilities, including constructive obligations, are recognised at the point at which the charity is deemed to have entered into a binding commitment. Provisions are recognised when there is a present legal or constructive obligation as a result of a past event, it is probable that a transfer of economic benefit will be required to settle the obligation, and a reliable estimate can be made of the obligation.

k) Leases

Rental costs under operating leases are charged to expenditure as incurred. Lease incentives received by the charity are released on a straight line basis to the Statement of Financial Activities over the period until the first break clause or, in the case of leases already existing, until the rent review.

l) Pensions

The charity contributes to a stakeholder pension scheme on behalf of its staff, and the cost is recognised as incurred.

m) Taxation status

As a charity, Helen Bamber Foundation is exempt from taxation of income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent these are applied charitably. No tax charge has arisen in the year.

n) Funds

The charity's financial statements are a consolidation of individual funds. These divide into two distinct categories: unrestricted and restricted.

Unrestricted funds

The use of these funds has not been restricted to a particular purpose by the donor. The unrestricted funds comprise the General fund and Designated funds.

1 Accounting policies (continued)**General fund**

The General fund is the working fund of the charity. It is not tied or designated as are the other funds for use for a particular or defined purpose. The General fund has to provide for the net deficit of any activities that have inadequate income of their own and for the general administration of the charity. It also provides working capital for operations and helps to provide resources to ensure that the charity is able to continue with its obligations in the event of a shortfall in income or unexpected upturn in expenditure. The current target level for the unrestricted general fund is between three and six months of the higher of projected gross income or gross expenditure for the next financial year.

Designated funds

Designated funds are those which have been allocated by the charity for particular purposes. The Fixed Asset reserve represents the net book value of the investment by the General fund in fixed assets.

Restricted funds

These are income funds tied to particular purposes. They include gifts made to the charity to be used in accordance with the wishes of the donors. Until funds are expended, they are placed on deposit or held in cash.

o) Debtors

Trade and other debtors are recognised at the settlement amount due, after provision for doubtful debts.

2 Income from donations

	Unrestricted £	Restricted £	2017 Total £	2016 Total £
Donations – trusts and foundations	555,195	396,568	951,763	553,168
Donations – individuals	147,400	–	147,400	192,183
Donations – corporate	33,711	30,000	63,711	37,794
Other	54,257	3,786	58,043	59,317
	<u>790,563</u>	<u>430,354</u>	<u>1,220,917</u>	<u>842,462</u>

2 Income from donations (continued)

The "other" donations comprise income from community fundraising and a fundraising campaign comprising two main events in 2017.

Restricted and unrestricted donations from trusts and foundations of £1,000 or greater in 2017 were as follows:-

	Unrestricted	Restricted	2017 Total	2016 Total
	£	£	£	£
The 29th May 1961 Charitable Trust	-	-	-	3,000
The A B Charitable Trust	20,000	-	20,000	20,000
The Adfal Trust	4,000	-	4,000	4,000
The Arsenal Foundation	-	1,000	1,000	-
Anti-Slavery International	-	1,500	1,500	-
Austin & Hope Pilkington Trust	2,000	-	2,000	3,000
Marshall L & Deborah L Berkman Family Charitable Trust	-	5,515	5,515	-
The Blyth Watson Charitable Trust	2,000	-	2,000	9,000
The British Humane Association	-	4,000	4,000	-
City Bridge Trust	-	50,000	50,000	50,000
Comic Relief	-	55,478	55,478	36,260
The Cuckoo Hill Trust	1,000	-	1,000	1,000
The Eva Reckitt Trust Fund	-	2,000	2,000	2,000
Evan Cornish Foundation	-	3,750	3,750	1,250
The Fulmer Charitable Trust	1,000	-	1,000	-
Give Way to Freedom	-	37,595	37,595	22,136
The Hollick Family Charitable Trust	2,000	-	2,000	-
iPartner India	10,000	-	10,000	-
Javon Charitable Trust	-	-	-	2,000
The Leigh Trust	-	2,000	2,000	3,000
London Catalyst	-	-	-	1,000
The Mark Denning Trust	-	-	-	5,000
McCartney Foundation	50,000	-	50,000	-
Moynitrust	5,000	-	5,000	10,000
Muslim Aid	-	2,500	2,500	7,500
Oak Foundation	26,577	79,298	105,875	90,159
Open Society Foundation	-	35,000	35,000	-
Penningtons Manches Charitable Foundation	-	5,000	5,000	-
Persula Foundation	-	8,000	8,000	10,000
The Pilgrim Trust	-	2,500	2,500	-
Postcode Equality Trust	250,000	-	250,000	-
Ptarmigan Trust	1,000	-	1,000	-
Schroder Charitable Trust	5,000	-	5,000	-
The Sigrid Rausing Trust	100,000	-	100,000	100,000
The Roddick Foundation	-	30,000	30,000	-
Rogers Stirk Harbour & Partners Charitable Foundation	1,000	-	1,000	-
Spiers Family Foundation Ltd	25,000	-	25,000	25,000
The Sutasoma Trust	-	13,500	13,500	23,862
The Talisman Charitable Trust	-	-	-	1,915
The Tinsley Foundation	-	-	-	1,000
The Will of Gerald Segelman Deceased	20,000	-	20,000	16,667
United Nations Voluntary Trust Fund (OHCHR)	-	16,000	16,000	-
Volant Charitable Trust	-	-	-	20,000
Westcroft Trust	2,000	-	2,000	-
Phyl & Hughie Williams Charitable Trust	-	1,000	1,000	-
William Brake Charitable Trust	-	2,000	2,000	2,000
Other trusts	620	3,932	4,552	5,002
Anonymous	26,998	35,000	61,998	77,417
Total	555,195	396,568	951,763	553,168

3 Analysis of expenditure

	Charitable activities							2017 Total £	2016 Total £
	Cost of raising funds £	Legal protection £	Therapy and casework £	Mind and Body and Creative arts programme £	Counter Trafficking £	Research, policy and dissemination £	Support and Governance costs £		
Staff costs (Note 5)	110,854	100,464	159,188	31,734	119,351	63,361	146,875	731,827	627,462
Legal protection	-	36,273	-	-	-	-	-	36,273	49,962
Therapy and casework	-	-	83,461	-	-	-	-	83,461	100,585
Mind and body and Creative arts programme	-	-	-	55,088	-	-	-	55,088	53,469
Counter Trafficking	-	-	-	-	4,537	-	-	4,537	-
Education, policy and research	-	-	-	-	-	45,484	-	45,484	4,711
Fundraising costs	38,923	-	-	-	-	-	-	38,923	33,039
Premises costs	-	-	-	-	-	-	101,741	101,741	97,077
Audit	-	-	-	-	-	-	8,050	8,050	7,800
Trustee expenses	-	-	-	-	-	-	1,268	1,268	791
Office and supplies costs	-	-	-	-	-	-	77,137	77,137	65,107
Irrecoverable VAT	-	-	-	-	-	-	42,504	42,504	24,312
Depreciation	-	-	-	-	-	-	7,850	7,850	31,501
Movement on doubtful debt provision	-	-	-	-	-	-	7,858	7,858	16,548
	149,777	136,737	242,649	86,822	123,888	108,845	393,283	1,242,001	1,112,364
Support and Governance costs allocation	47,023	72,672	106,870	59,847	64,122	42,748	(393,283)	-	-
Total expenditure 2017	196,800	209,409	349,519	146,669	188,010	151,593	-	1,242,001	1,112,364
Total expenditure 2016	191,195	216,327	449,284	105,455	-	150,103	-	1,112,364	

Of the total expenditure, £794,747 was met from unrestricted funds (2016: £840,748) and £447,254 was met from restricted funds (2016: £271,616).

Governance costs are included above under audit fees and trustees expenses.

4 Net income for the year

This is stated after charging:

	2017 £	2016 £
Depreciation	7,850	31,501
Operating lease rentals:		
Property	72,704	70,057
Auditors' remuneration (excluding VAT):		
Audit	8,050	7,800
	<u>731,827</u>	<u>627,462</u>

5 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2017 £	2016 £
Salaries and wages	597,691	569,301
Termination costs	25,000	–
Social security costs	49,283	47,724
Employer's contribution to pension schemes	10,446	10,437
Recruitment costs	33,057	–
Interim staffing costs	16,350	–
	<u>731,827</u>	<u>627,462</u>

No employee earned more than £60,000 during the year (2016: none).

The total employee benefits, (including pension contributions and employers national insurance) of the senior management were £156,459 (2016: £142,794).

The Trustees were not paid or in receipt of any other benefits from employment with the charity in the year (2016: £nil). No Trustee received payment for professional or other services supplied to the charity (2016: £nil).

Trustees' expenses represents the payment or reimbursement of travel and subsistence costs totalling £1,234 (2016: £723) incurred by 1 (2016: 1) Trustee relating to attendance at meetings of the Trustees.

6 Staff numbers

The average number of employees based on the average headcount employed during the year was as follows:

	2017 No.	2016 No.
Fundraising	3.0	3.0
Charitable activities	12.6	11.7
Support	4.7	3.9
Governance	1.9	2.0
	<u>22.2</u>	<u>20.6</u>

7 Related party transactions

There were no related party transactions to disclose in 2017 (2016: £nil).

There were no donations from related parties which were outside the normal course of business and no restricted donations from related parties. The total amount of donations received in 2017 from Trustees or parties related to them was £154 (2016: £3,533).

8 Tangible fixed assets

	Leasehold Improvement £	Fixtures and fittings £	Computers and medical equipment £	Total £
Cost				
At the start of the year	104,521	35,111	48,698	188,330
Additions in year	–	1,292	4,142	5,434
At the end of the year	104,521	36,403	52,840	193,764
Depreciation				
At the start of the year	97,668	34,971	45,471	178,110
Charge for the year	4,568	292	2,990	7,850
At the end of the year	102,236	35,263	48,461	185,960
Net book value				
At the end of the year	2,285	1,140	4,379	7,804
At the start of the year	6,853	140	3,227	10,220

All of the above assets are used for charitable purposes.

9 Debtors

	2017 £	2016 £
Trade debtors	75,290	57,050
Prepayments & other debtors	28,819	24,214
Accrued income	35,823	36,103
	139,932	117,367

10 Creditors: amounts falling due within one year

	2017 £	2016 £
Provision for lease incentive	4,866	20,310
Trade creditors	20,364	13,324
Taxation and social security	16,331	35,148
Other creditors	–	2,771
Accruals	37,213	35,927
Deferred income	105,120	142,381
	183,894	249,861

11 Deferred income

Deferred income relates to three restricted donations.

	2017 £	2016 £
Balance at the beginning of the year	142,381	51,141
Amount released to income in the year	(142,381)	(51,141)
Amount deferred in the year	105,120	142,381
Balance at the end of the year	105,120	142,381

12a Analysis of net assets between funds (current year)

	Unrestricted general £	Designated £	Restricted £	Total funds £
Tangible fixed assets	-	7,804	-	7,804
Net current assets	668,467	-	15,833	684,300
Net assets at the end of the year	668,467	7,804	15,833	692,104

12b Analysis of net assets between funds (prior year)

	Unrestricted general £	Designated £	Restricted £	Total funds £
Tangible fixed assets	-	10,220	-	10,220
Net current assets	526,336	-	32,733	559,069
Net assets at the end of the year	526,336	10,220	32,733	569,289

13a Movements in funds (current year)

	At 1 January 2017 £	Income and gains £	Expenditure and losses £	Transfers £	At 31 December 2017 £
Restricted funds:					
Legal protection	-	31,341	(30,174)	-	1,167
Therapy and casework	8,333	121,425	(115,092)	-	14,666
Mind and body and Creative Arts	-	64,969	(64,969)	-	-
Research, policy and dissemination	24,400	58,509	(82,909)	-	-
Counter Trafficking	-	124,110	(124,110)	-	-
Sponsorship	-	30,000	(30,000)	-	-
Total restricted funds	32,733	430,354	(447,254)	-	15,833
Unrestricted funds:					
Designated funds:					
Fixed assets fund	10,220	-	(7,850)	5,434	7,804
Total designated funds	10,220	-	(7,850)	5,434	7,804
Unrestricted general fund	526,336	934,462	(786,897)	(5,434)	668,467
Total unrestricted funds	536,556	934,462	(794,747)	-	676,271
Total funds	569,289	1,364,816	(1,242,001)	-	692,104

13b Movements in funds (prior year)

	At 1 January 2016 £	Income and gains £	Expenditure and losses £	Transfers £	At 31 December 2016 £
Restricted funds:					
Legal protection	-	38,373	(38,373)	-	-
Therapy and casework	8,333	143,615	(143,615)	-	8,333
Mind and body	-	16,732	(16,732)	-	-
Creative arts programme	-	26,426	(26,426)	-	-
Research, policy and dissemination	-	50,870	(26,470)	-	24,400
Volant Trust – women's projects	-	20,000	(20,000)	-	-
Total restricted funds	8,333	296,016	(271,616)	-	32,733
Unrestricted funds:					
Designated funds:					
Fixed assets fund	40,471	-	(31,501)	1,250	10,220
Total designated funds	40,471	-	(31,501)	1,250	10,220
Unrestricted general fund	564,033	772,800	(809,247)	(1,250)	526,336
Total unrestricted funds	604,504	772,800	(840,748)	-	536,556
Total funds	612,837	1,068,816	(1,112,364)	-	569,289

Purposes of restricted funds**Legal protection**

The restricted funds for protection work are to fund legal protection and advocacy support work; providing refugee and asylum seeking clients with a fair chance at seeking justice against the perpetrators of the interpersonal violence they experienced, international protection from the government and appropriate welfare support and housing provision. This includes legal staff salaries, client travel and interpreter costs and any other associated costs of administrating and providing legal protection and advocacy support to clients.

Therapy and casework

The restricted funds for therapy and casework are to fund our therapeutic care for survivors of gross human rights violations, helping individuals and families to overcome the psychological impact of interpersonal violence and achieve sustained recovery from acute trauma symptoms, Complex Post-Traumatic Stress Disorder and other resultant mental health issues. This includes clinical staff salaries, client travel and interpreter costs and associated costs of administrating referrals for our services and providing tailored support and counselling for clients.

Mind and body

The restricted funds for Mind and body work are to fund therapies which use the mutual influence of body on mind, and mind on body to facilitate healing and recovery from trauma. The programme includes acupuncture, cranio-sacral therapy, hakomi and internal family systems, movement, pilates, yoga (including pre- and post-natal), massage, breathing training and osteopathy. The restricted funds are for clinical staff salaries, equipment, volunteer costs and client travel.

Creative arts programme

The restricted funds for social wellbeing work are to fund the Creative arts programme, which includes language and skills classes and artistic and social groups for clients of the Foundation, to break isolation and aid recovery. This includes the costs of materials, client travel, volunteer expenses and the salary of the coordinating staff member.

Purposes of restricted funds (continued)**Research, policy and dissemination**

These restricted funds are to fund work on research, policy and dissemination respectively.

Counter Trafficking

The restricted funds for counter trafficking are to enable the foundation to fund a model of integrated care for victims of human trafficking. This includes clinical staff salaries, client travel and interpreter costs and associated costs of administrating referrals for our services and providing tailored support and counselling for clients.

Purposes of designated funds**Fixed assets fund**

A designated fund has been established to represent the net book value of the charity's fixed assets.

14 Reconciliation of net income / (expenditure) to net cash flow from operating activities

	2017 £	2016 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	122,815	(43,548)
Depreciation charges	7,850	31,501
(Increase)/decrease in debtors	(22,565)	116,794
(Decrease)/increase in creditors	(65,967)	76,291
Net cash provided by / (used in) operating activities	42,133	181,038

15 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases are as follows for each of the following periods:

	Property	
	2017 £	2016 £
Less than one year	74,247	74,247
Two to five years	296,988	296,988
Over five years	29,699	103,946
	400,934	475,181