



## **Oxford Poverty Action Trust Annual Report 2016**

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## 1 Chair's Report 2016

### Background

The Oxford Poverty Action Trust (OxPAT) was set up in 1996 by a committee including representatives of the City, University, Police, churches and concerned citizens to meet the challenge of visible poverty in the streets and invisible poverty in hostels, bed-and-breakfast accommodation etc. Inspired by successful "Diverted Giving" schemes in Winchester and elsewhere, the aim was to establish an umbrella fund to receive donations from the public, including tourists, and distribute them to the existing agencies working to alleviate poverty. One of its aims was to help reduce street begging by persuading the public not to give directly to beggars, and thus fuel dependency on alcohol or drugs; and to provide a means whereby their generosity could be channelled more productively.

OxPAT raised well over £ 100,000 in its first 10 years, and in 2016 brought the total raised to over £ 400,000. Money comes to us partly from collection boxes, partly from fund-raising events, but mostly from concerned citizens giving regularly by Gift-Aided bankers' orders, and generous local firms and colleges.

The problem of homelessness in Oxford continues to grow. Cuts in funding by central government to local government means that local government has had to cut its provision for hostels and other support. Rough sleepers in Oxford are much more visible than they used to be a few years ago.

### Changes to the Trustees and Committee

Marieke Clark resigned from the committee during 2016.

Dan Iley Williams joined the committee in 2016.

Paul Armstrong became a trustee during 2016.

### Overview

We have continued to hold monthly meetings and have continued to distribute the bulk of our grants to Core Agencies in accordance with our Grants Policy. The Core Agencies for the 2016 calendar year were:

Aspire , Crisis, The Elmore Team, Julian Housing: part of Oxford Homeless Pathways, O'Hanlon House, St Mungo's Broadway, Simon House, Smart CJS, Steppin' Stone / The Porch. W Lucy & Co continued to support us both with ordinary grants, and further contributions to the W Lucy & Co training fund.

We have, through Jenny O'Brien, maintained contact with the Network of Homeless agencies through attendance at the quarterly meeting of the Housing and Homelessness Group co-ordinated by Oxford City Council.

Through Diane Price we continued to seek support from the colleges of Oxford for the homeless in Oxford. Volunteers from the student body of Somerville in particular helped us with a street collection in Headington in June. Magdalen College made us a beneficiary of their collection following their advent service in December.

Thanks to Henry King, we were made a beneficiary of a sponsored walk by pupils of Magdalen College School.

We held our now traditional carol singing before Christmas at Oxford Railway Station, but this year the Appleton Community Choir could not make it. Luckily Trish Wagstaff stepped in and recruited volunteers from Appleton to sing for us and made it a great success. St Barnabas School also did a carol service for us at Debenhams in Oxford.

For the third year, we created and sold a Christmas card to raise money and advertise our existence. Local artist John Somerscales kindly donated the artwork, Ralph Hall designed the card, and Liz Storrar masterminded the

sales campaign.

We are extremely grateful to all our supporters and – of course – the donors who give so generously in order that we may continue our efforts.

**Jonathan Clark, Chair, April 2016**

## **2 Legal Details**

### **Trust**

The object of the Trust is “for the relief of the effects of poverty, sickness, disablement and old-age” in accordance with a Trust Deed made on 28th June 1998. The Trust has been granted registration as a charity by the Charity Commissioners. The Charity Number is 1070645. The Inland Revenue has accepted the Trust as a charity within the definition of section 506 (1) Income and Corporation Taxes Act 1998, as a result of which the Trust’s income and gains are not taxable to the extent that they are applicable and applied to charitable purposes.

The registered address is 25 Woodstock Road, Oxford OX2 6HA.

During the calendar and accounting year 2016 the following acted as Trustees of the Oxford Poverty Action Trust (known as OxPAT) for some or all of the time:

Paul Armstrong  
Jerome Bertram  
Deborah Ceadel  
Jonathan Clark  
Ralph Hall  
Meg Movshon  
Patrick Mulvihill  
Jenny O'Brien

Officers during the year 2016 were:

Chair: Jonathan Clark  
Secretary: Meg Movshon  
Treasurer: Paul Armstrong

The Patrons of the Trust are:

Rt Revd. William Kenney CP  
Mrs. Felicity Dick DL

Gross income during the year 2016 was £ 36,762.24

Expenditure during the year 2016 was £ 32,485.00

The Charity’s Bankers are:

The Co-operative Bank, King’s Valley, Yew Street, Stockport, Cheshire, SK4 2JU

Fundraising expenses during the year 2016 were limited to the cost of printing Christmas Cards, which stood at £648. Proceeds from the 2016 Christmas card were £1,045 in 2016, with additional proceeds from sales to be collected in early 2017.

The charity owns no functional property and there are no connected companies.

### 3. Finance

#### OxPAT Financial Report for 2016

OxPAT Accounts (figures in £)	2015	2016
<i>Expenditure:</i>		
Admin Sub-Account	-	-
Grants to Charities	41,489.00	30,851.00
Grants to Individuals	350.00	1,430.00
Bank Error	(27.98)	(650.00)
Returned cheques and bank charges	834.22	206.00
Christmas cards	1,674.00	648.00
<b>Total Expenditure</b>	<b>44,319.24</b>	<b>32,485.00</b>
<i>Income:</i>		
Boxes	1,665.02	1,636.03
Fund Raising	716.32	880.67
Organisations	16,795.22	9,854.17
Places of Worship <sup>1</sup>	4,081.88	2,534.09
Private Donation (Gift Aid)	7,064.88	7,376.00
2014 Christmas cards <sup>1</sup>	804.48	-
2015 Christmas cards <sup>1</sup>	1,307.25	1,894.72
2016 Christmas cards	-	1,045.00
Internet donations <sup>2</sup>	160.00	1,929.44
Private Donation (Non-Gift Aid) <sup>2</sup>	6,569.18	7,166.36
Bank Interest	8.43	-
Inland Revenue (Gift Aid Refund)	-	2,018.76
Special events	101.30	427.00
<b>Total Income</b>	<b>39,273.96</b>	<b>36,762.24</b>

Reconciliation with bank	2015	2016
Opening balance	10,469.68	4,424.40
Income	39,273.96	36,762.24
Expenditure	44,319.24	32,485.00
Closing balance	4,424.40	8,701.64

<sup>1</sup>In the 2015 annual report revenue of £545 had been incorrectly allocated to 2014 Christmas cards for that year; of this £300 was a donation from a place of worship from sales of their own Christmas card and £245 was from sales of 2015 rather than 2014 Christmas cards. <sup>2</sup>This year's report includes revenues via online collection portals separately – in the 2015 report the £160 of internet donations for that year was included as Private Donation (Non-Gift Aid).

#### Income

Total income during the year was £36,762.24, compared with £39,273.96 in 2015. In the 19 years OxPAT has been operating, we have collected nearly £400,000 from our donors. The change in income from 2015 to 2016 – a drop of £2,511.72 - is primarily due to lower donations from organisations and places of worship; 2015 had been a record year with a number of one-off donations that we did not expect to receive at regular intervals.

Very generous donations from W Lucy and Co (included in income from organisations) in 2013-2016 have been used to establish an employment training fund for homeless and vulnerably housed people to be expended over a three to five year period. We would like to thank Lucy's for continuing this fund with the top-up grant to this fund made during 2016.

Our income is spread across various categories of donor. Box income showed no appreciable change between 2015 and 2016. The increase in income from fund raising is due to higher revenues from Christmas carol singing in 2016 compared to 2015. The decrease in income from Organisations is largely driven by a number of one-off grants made in 2015 that were not repeated in 2016; the decrease in income from Places of Worship relates primarily to lower donations gathered during collections at places of worship that regularly support OxPAT. We have seen an increase of around £300 in Gift Aid donations and an increase of around £600 in private non-Gift Aid donations. Some of this increase is likely due to awareness raised via our Christmas cards, as some donors have explicitly mentioned the Christmas card in correspondence relating to their donations.

Additionally, this year we have subscribed to a new online platform (CharityChoice.co.uk) for online donations, which has been successful in attracting additional income. As private donations collected via other means have increased in 2016 as well, the online channel likely attracts additional donations that may not have been made to OxPAT absent this channel. We do not incur any monthly cost from CharityChoice – in contrast to many other online giving platforms – and only a small charge is levied (typically £0.25 per transaction) for donations made via this website. Additionally, CharityChoice collects Gift Aid on our behalf for relevant donations made via the website.

A Gift Aid refund for 2014 was received in 2016, totalling £1,766.26 and Gift Aid of £252.50 was collected via CharityChoice as well. Gift Aid for 2015 and 2016 will be claimed in 2017.

The 2016 Christmas card saw revenues of over £1,000 in 2016 (with another £2,100 of revenue from the 2016 card collected so far in 2017), and income from the 2015 card that we received early in 2016 was nearly £1,900.

## Expenditure

The total grants made by OxPAT in 2016 amounted to £31,831,<sup>1</sup> the bulk of which was donated as regular distributions to our core agencies – totalling £27,050 in 2016. Two grants were made from the Lucy's training fund totalling £3,351, one given to Steppin' Stone and one to Crisis (more details are included in Grants to Charities above). Grants to individuals (paid via various charities) were £1,430 in 2016, compared to only £350 in 2015, which was a year with particularly low individual grants: this year's individual grant total is in line with earlier years.

A cheque from one of our donors was returned, however, this situation has been remedied, though a bank charge of £6 was levied. The bank error payments rectify a bank error concerning this returned check (£200) as well as grants made to agencies that were returned erroneously (£450).

Our costs for Christmas card printing was £648 in 2016, with a second round of printing done late in the year that was invoiced in 2017. We had no administration expenses last year.

## Special purposes accounts

Within the totals above we keep track of two sub-accounts

Special purposes account	2015	2016
Opening balance	1,000.00	1,000.00
Income	0.00	0.00
Expenditure	0.00	0.00
Closing balance	1,000.00	1,000.00

The special purposes account currently contains a £1,000 donation from the Oxford Round Table. This was originally given for box replacement and refurbishment but the Round Table has now agreed that it may be spent on anything we consider appropriate.

Administration account	2015	2016
Opening balance	127.74	127.74
Income	0.00	0.00
Expenditure	0.00	0.00
Closing balance	127.74	127.74

The administration account contains donations made by organisations that are happy for their money to be spent on our limited administration expenses. No transactions have been made concerning this account in 2016.

<sup>1</sup> Calculated as the sum of all expenses less a £6 bank charge and £648 paid for printing Christmas cards, as discussed later in this section.

We would like to thank all of our donors, large and small, for their generosity towards us. In particular I would like to thank Somerville, Lincoln and Merton Colleges, Magdalen College School, Dr and Mr Tinker, F Chamberlain, St Leonard's Church Eynsham, W Lucy & Co and Felicity and Richard Dick. And I am very grateful to Celia Fry for continuing to carry out our independent examination.

We would also like to thank the charities to whom we give the money. We have no doubt that the money we pass to them is used efficiently and effectively in support of people in Oxford who are homeless, or in danger of homelessness.

**Paul Armstrong, OxPAT Treasurer, April 2017**

## **4 Grants Policy**

### **Core Principles**

1. OxPAT funds are to be used to provide direct help to homeless or vulnerably housed adults.
2. OxPAT funds can be used to fulfil basic needs such as food, clothing and shelter. They can also be used to help people address the issues that have led to them becoming homeless, by building confidence and self-esteem, improving skills, and addressing dependency issues.
3. OxPAT funds are not to be used to fund administration nor on-going costs, or to discharge statutory duties.
4. OxPAT funds will only be distributed to or through recognised charitable agencies; and must be spent by or under the supervision of such an agency.

### **Distribution**

The monies received by OxPAT are distributed through agency welfare funds to be spent on welfare services, rehabilitation, accommodation and training and education to help people to get off the streets and move forward.

### **Core Agencies**

OxPAT will aim to distribute most of its funds to a core group of agencies via regular monthly standing orders to their welfare funds. It is each agency's responsibility to ensure this money is spent in accordance with OxPAT's core principles and to report back at the end of the calendar year or more frequently as appropriate as to how it has been spent.

### **Specific applications**

Some of OxPAT's funds will be used to fund specific applications which are not from the core agencies. Examples of successful applications include requests for clothing, bedding, work tools, and transport costs to enable a person in need to travel to a job. To apply for a grant for a homeless, or vulnerable, person, please download the OxPAT Grant Application Form from the OxPAT website ([www.oxpat.org/](http://www.oxpat.org/)), and follow the instructions on it.

## **5 Partners**

### **Core agencies during 2016 were:**

Aspire  
Crisis  
The Elmore Team  
Julian Housing: part of Oxford Homeless Pathways  
O'Hanlon House  
St Mungo's Broadway  
Simon House  
Smart CJS  
Steppin' Stone / The Porch

## 6 Box Officer's Report

### Box Locations

#### Collection boxes at:

St Michael at the North Gate Shop , Oxford Town Hall, Henry Wellcome Building, Oxford Union Bar, Bunter's Delicatessen, St Aloysius, Tourist Information Centre, Blackwells, Marks & Spencer Summertown, Magdalen College Bar, Phoenix Cinema, Oxford Railway Station, LMC International, Henry Wellcome Foundation.

**Catherine King, Box Officer, April 2017**

## 7 Donors and Supporters

W Lucy & Co. Felicity and Richard Dick, Dr and Mr Tinker, the Oxford Round Table, St. Michael's at the Northgate, St Leonard's Church Eynsham, Magdalen College School, Somerville, Lincoln and Merton Colleges, the College JCR's of Brasenose, Christchurch, the Queen's, St Anne's, St. Hugh's, St John's, St. Peter's, Trinity and Wadham, Balliol College, Worcester College, Tanner Trust, Christ Church Cathedral, Appleton PCC, Hector Sants Foundation, the Oxford Oratory Church of St. Aloysius Gonzaga, St. Peter's Church Cassington, Rose Hill Methodist Church, St. Michael's and All Saints Charities St. Peter's Wolvercote, Cumnor United Reformed Church St. Margaret's Institute, the Phoenix Cinema, Oxford University Student Union, Oxford High School, Carol Singing– Oxford City Singers, Appleton Singers, St. Barnabas Primary School, Rose Hill Methodist Church, Oxfordshire County Council(Social Services), Cassington Café, RC Archdiocese of Birmingham, Felixstowe Trust, and many other generous individual donors.

