

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

Charity number 1124376
Company registration number 06462487

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st AUGUST 2019



COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

CONTENTS FOR THE YEAR ENDED 31 AUGUST 2019

	Page
Legal and administrative information	1
Trustees' Annual Report	2 - 6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the financial statements	9-12
Independent Examiner's Report	13

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31 AUGUST 2019

Trustees	Laura Einstein (resigned 11/06/2019) Jessica Thomas Amir Ahmed Rosie Spiegelhalter Christopher Hands (resigned 10/12/2018) Rick Hood (resigned 19/06/2018) Suzanne Stevens (resigned 30/06/2019) Helen Gribble Haidi Jenkin Divnesh Moham (resigned 30/06/2019) Emily Grant (appointed 30/06/2019) Keith McGuinness (appointed 30/06/2019) Matthew Pepler (appointed 30/06/2019) Suhan Rajkumar (appointed 30/06/2019) Charles Whitehead (appointed 30/06/2019)
Charity number	1124376
Company number	06462487
Principal address	25 Blakenham Road Tooting London SW17 8NE
Registered office	25 Blakenham Road Tooting London SW17 8NE
Independent examiner	Community360 Winsley's House High Street Colchester Essex CO1 1UG

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

DIRECTORS REPORTS FOR THE YEAR ENDED 31 AUGUST 2019

The Directors of CARAS are charity trustees, and are referred to as trustees throughout. The Trustees present their report and the financial statements for the period year 1 September 2018 - 31 August 2019. The report has been prepared in accordance with the Charities Act 2011, based on guidance for charities with revenues less than £500,000.

The financial statements have been prepared in accordance with the accounting policies set out in the attached financial statements and comply with the charitable company's memorandum and articles of association, applicable laws and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), effective from accounting periods commencing 1 January 2015 or later.

Structure, governance and management

CARAS was incorporated on 3 January 2008. It is a registered charity in England and Wales (Charity Registration Number 1124376) and a company limited by guarantee and does not have a share capital.

The Company Registration Number is 646248.

Contact details:

Registered office: 25 Blakenham Road, London SW17 8NE.

Telephone: 0208 767 5378

General information: info@caras.org.uk

Independent examiner: Community 360

Principal bankers: CAF Bank Ltd, 25 Kings Hill Avenue, West Malling, Kent. ME19 4JQ

Trustees

CARAS's trustees bring a range of experience and expertise. They include individuals with backgrounds in human resources, fundraising, law, finance, organisational development and technology, and they draw on professional experience in both corporate and charity sectors.

At the end of this reporting period CARAS had ten trustees. Five trustees stepped down due to length of service or for personal reasons, and five new appointments were made. CARAS's trustees are selected by application and interview, with at least one member of the panel being a user of our services. One third of trustees must retire at every AGM with those longest in office retiring first and the choice between any of equal service being drawn by lots.

Trustees meet quarterly, reviewing strategic progress, financial position, and monitoring against the charity's stated aims.

No trustees receive any benefit for their service.

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

DIRECTORS REPORTS FOR THE YEAR ENDED 31 AUGUST 2019

The trustees in service for this reporting period were:

Laura Einstein (resigned 11.06.19)
Chris Hands (resigned 10.12.18)
Rick Hood (resigned 19.06.18)
Divnesh Mohan (resigned 30.06.19)
Sue Stevens (resigned 11.06.19)
Rosie Spiegelhalter – Chair
Haidi Jenkin – Secretary
Amir Ahmed
Helen Gribble
Jessica Thomas
Suhan Rajkumar (appointed on 30 June 2019)
Matthew Pepler (appointed on 30 June 2019)
Keith McGuinness (appointed on 30 June 2019)
Charles Whitehead (appointed on 30 June 2019)
Emily Grant (appointed on 30 June 2019)

Risk management

The trustees have assessed the major risks to which CARAS is exposed, in particular those relating to the specific operational areas of CARAS and its finances. The trustees believe that by monitoring reserve levels, by ensuring controls exist over key financial systems, reviewing quarterly financial statements, and by examining the operational and business risks faced by the charitable company, they have established effective systems to mitigate those risks.

CARAS is an organisation that works with children, young people and adults. All are people seeking asylum or have a refugee background; these experiences can make people highly vulnerable. Accordingly, safeguarding is a priority for the trustees and all CARAS staff, and CARAS has instituted all procedures required for safeguarding vulnerable beneficiaries.

Charitable aims

As set out in our Memorandum and Articles, these are:

- To preserve and protect the physical and mental health of those seeking asylum and those granted refugee status and their dependents
- The provision of facilities for recreation or other leisure time occupation with the object of improving the conditions of life of those persons who have need of said facilities for reasons of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances
- To advance the education of those seeking asylum and those granted refugee status and their dependents in need thereof so as to advance them in life and to assist them to adapt within a new community
- To advance the education of the public in general about the issues relating to refugees and those seeking asylum

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

DIRECTORS REPORTS FOR THE YEAR ENDED 31 AUGUST 2019

We achieve these aims via our holistic programme of support, and through active signposting and referral to other organisations who can help us in this work. Our core work focuses on education (ESOL classes, computer workshops, study support and an array of life skills and communication workshops); social activities (youth groups and women's groups); health and wellbeing work (sports activities, health discussion groups, and activities planned with wellbeing tenets embedded in them); and public education through our volunteer training, partnership with universities to reach trainee doctors and social workers, and active membership in policy and campaign networks.

Charitable impact and public benefit

CARAS has had a hugely positive period of growth, recruiting new staff to expand teams, and rolling out a wider range of programmes to greater numbers of beneficiaries.

All of our work is in support of the wellbeing of refugees and people seeking asylum, aiming to offer holistic support that sets people up to flourish. We want everyone who comes to CARAS to be equipped to make their own decisions, and to feel confident and empowered to live a fulfilling life. We do this by paying attention to the current gaps in provision for this demographic, recognising that on top of English language classes and advice work, people also need to be able to find community and friendship; to nurture their skills, interests and talents; and to take part in activities that promote good physical and mental health.

CARAS offers an extensive range of activities that help people to thrive. Close to **500 beneficiaries** used our services during 2018-19; 53% came to English classes, 27% took part in sports, and **20%** came to mental health awareness sessions. In this period, we doubled the amount of educational support we have on offer.

In the same period, **190 volunteers** supported our work. Additionally, **71 beneficiaries** also took on volunteer roles with us.

CARAS is progressing through a three-year strategic plan and is proud to have made considerable progress on mental health and wellbeing, volunteering and skills for communication.

We are very proud that as a result of our work, not only do all those who come through our doors have an offer of support and community that they were lacking before, we also achieved the following highlights:

- 4 young people were supported out of street homelessness
- 13 learners passed an accredited ESOL course, paving the way for college or the first steps to employment, along with a significant number of people taking part in and passing ESOL courses without accreditation
- 20 young people took an employability course. At the end 80% were assessed as job ready, and 50% went on to get jobs; 1 is now a manager!
- 43 people accessed specialist immigration or social care advice, understanding their legal pathways much better
- 52 people took part in psycho-education workshops, learning about anxiety, anger management, stress, and grief, as well as common symptoms of poor mental health

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

DIRECTORS REPORTS FOR THE YEAR ENDED 31 AUGUST 2019

- 100% of women involved in our Women's Group programme surveyed said they feel less isolated, and 80% of those who participate in CARAS' weekly yoga say they have increased body confidence

CARAS also gained a Gold Award from London Youth, recognising our outstanding work with young people.

We committed to new areas of work, including more learning, more sport, and new ways to have good mental wellbeing. A great deal of this has been possible because of some outstanding partnerships. These include programmes run at The Natural History Museum; The V&A; and The Museum of Transport. One participant said 'I know more London now. I'm so happy. This is for me now.'

Our sports partners include Fulham FC Kicks, Women's Swim Collective, and Rise Up Yoga who have all helped us stay fit and healthy every week. In feedback from the swimming group, one person said, 'We are not scared anymore!'

Our partners for mental health and wellbeing work include Talk Wandsworth and Team Up. We have worked together to equip beneficiaries with knowledge about common mental health challenges, recognising the signs and symptoms and knowing where to go for additional support. We have also boosted wellbeing through lots of art and creativity, discussion, sharing, increased fitness, and handing over ever more decision making to our beneficiaries to ensure that what we do is appropriate, impactful, and can follow our longstanding principle of working in empowering ways.

CARAS' staff for this reporting period were:

Amy Traxson, Youth Services Coordinator
Daniel Calvert, Head of Learning
Egle Banelyte, Head of Youth Services
Eleanor Brown, Managing Director
Gurminder Kaur, Caseworker
Helen Mason, Volunteer Development Lead
Isabel Allende, Head of Adult Inclusion
Mirza Baig, Office
Molly Abraham, Head of Casework
Pete Target, Director of Operations and Development

We also make use of the services of Emma Trustam, a clinical psychologist who provides supervision to frontline staff. Rachel McKenzie is engaged as a free-lancer delivering our accredited ESOL class.

Volunteers are absolutely essential to CARAS' work, offering their time, expertise and energy to help us deliver all of our services. We want to publicly thank them for all that they do, and recognise the phenomenal difference they make in the lives of refugees and people seeking asylum.

CARAS is close to operating at capacity, filling available space at Blakenham Road for the majority of the time. We already also make use of other community spaces in order to run our services well. We are looking for new premises as without these, further growth will not be

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

DIRECTORS REPORTS FOR THE YEAR ENDED 31 AUGUST 2019

Financial position.

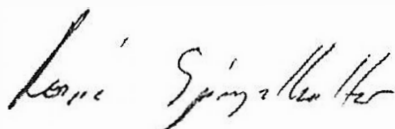
The figures presented in this report show that CARAS continues to grow. We have seen an increase in income which has allowed us to support the planned expansion of activities, including the hiring of new staff and the development of new provision. Total income for the year was **£350,286**. (This is an increase of £126,894 from the previous year). We spent **£338,804** on delivering our services.

As well as reflecting CARAS's growth, an additional cause of the substantial jump in income is that last year we first fully implemented accrual-based accounting, deferring the appropriate portion of our restricted funds. This will give us a more accurate picture of our income each subsequent financial year. This is also the reason our restricted balance has reduced to near zero over the course of the last two years: while we do hold significant restricted funds in cash (reflected in cash at bank), these will be reflected in next year's income figures in accordance with when they will be spent.

During the financial year ending 2019 CARAS relied predominantly on grants, and successful applications for core activities and new work led to an increase on the previous year. We saw an encouraging increase to unrestricted donations from our regular supporters, with many adding gift aid, and the regular gift of a hugely generous major donor is now recorded as unrestricted, shifting the overall balance of donations from restricted to unrestricted. Our trading income is earned through contracts with universities to offer student placements and teaching on refugee experiences in the UK. Notwithstanding the variation in revenue this work has remained consistent. Other sources of income included our annual Big Give appeal which raised £11,814 in restricted donations, and an unrestricted grant from London Youth.

CARAS's expenditure rose in proportion to increased income. A second caseworker and a new youth coordinator joined the team. Our expenditure on professional fees increased as we acquired new budget for commissioning experts to contribute to activities.

We carried forward **£70,240** in unrestricted funds from the previous year, and finished 2019 with a surplus. Our total unrestricted funds at the close of the financial year was **£102,469**. Our reserve policy includes the aim that we hold at least 3 months' running costs in unrestricted funds, which we are pleased to have achieved this year for the first time.



Rosie Spiegelhalter - Chair

Date 5th May 2020

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2019

	Note	Unrestricted Total £	Restricted Total £	2019 Total £	2018 Total £
<u>Incoming resources</u>					
Donations and legacies	2	60,232	23,060	83,292	64,675
Charitable activities	3	7,500	253,787	261,287	144,585
Other trading activities	4	5,080	-	5,080	13,511
Other income		627	-	627	621
Total incoming resources		73,438	276,847	350,286	223,392
<u>Expenditure on Charitable activities</u>					
Charitable activities	5	41,209	297,595	338,804	227,908
Expenditure on raising funds		-	-	-	-
Total resources expended		41,209	297,595	338,804	227,908
Net incoming resources before transfers		32,229	(20,748)	11,482	(4,516)
Transfer between funds		-	-	-	-
Net income for the year		32,229	(20,748)	11,482	(4,516)
Fund balances at 1 September 2018		70,240	19,215	89,455	93,971
Fund balances at 31 August 2019		102,469	(1,533)	100,937	89,455

Notes on pages 9 to 12 are part of these accounts

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

BALANCE SHEET AS AT 31 AUGUST 2019

	Note	2019 £	2018 £
Fixed Assets			
Tangible Assets	8	3,589	5,462
Current assets			
Debtors	9	17,508	11,998
Cash at bank and in hand		171,345	136,614
		<u>188,854</u>	<u>148,612</u>
Current liabilities			
Creditors: amounts falling due within one year	10	91,506	64,619
Net current assets		<u>97,348</u>	<u>83,993</u>
Total assets less total liabilities		<u><u>100,937</u></u>	<u><u>89,455</u></u>
Income funds			
Unrestricted funds		102,469	70,240
Restricted funds		(1,533)	19,215
		<u><u>100,937</u></u>	<u><u>89,455</u></u>

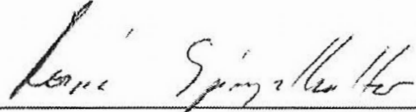
For the year ended 31 August 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies regime.

The directors declare that they have approved the accounts above.

Signed:  Date 5th May 2020

Rosie Spiegelhalter

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

1. Accounting Policies

Basis of the preparation of the accounts

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on 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) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

Cash Flow

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

Incoming resources

Grants receivable are recognised in the accounts when conditions for their receipt are satisfied. Grants with conditions attached to their use are included in restricted funds. Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable.

Resources expended

All expenditure is accounted for on an accruals basis and is recognised when there is a legal or constructive obligation to pay. Expenditure has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to a particular heading they have been allocated to activities on a basis consistent with the use of the resources.

Costs classified as governance relate to the general running of the charity and include the operations of the Board of Trustees and addressing constitutional audit and other statutory matters.

Resources expended include attributable VAT, which cannot be recovered.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each assets over its expected useful life as follows:

Equipment: 25% Straight Line Basis

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

2. Donations and legacies	Unrestricted	Restricted	2019	2018
	£	£	£	£
Donations and gifts	60,232	23,060	83,292	64,675
	60,232	23,060	83,292	64,675
3. Income from charitable activities	Unrestricted	Restricted	2019	2018
	£	£	£	£
Grants	7,500	253,787	261,287	144,585
	7,500	253,787	261,287	144,585
4. Other trading activities	Unrestricted	Restricted	2019	2018
	£	£	£	£
Education	5,080	-	5,080	13,511
	5,080	-	5,080	13,511
5. Charitable Activities	Unrestricted	Restricted	2019	2018
	£	£	£	£
Depreciation	1,873	-	1,873	1,873
Destitution fund	-	2,426	2,426	161
Subscriptions and membership	2,629	2,844	5,474	2,611
Insurance	-	1,312	1,312	1,079
Office costs & admin	1,477	7,949	9,426	2,441
Payments	-	-	-	540
Wages	30,477	200,475	230,951	148,669
Professional Fees	4,216	30,048	34,264	15,844
Project costs	538	36,984	37,523	41,210
Rent & rates	-	13,975	13,975	11,864
Utilities	-	1,581	1,581	1,616
	41,209	297,595	338,804	227,908
6. Charitable expenditure by project	Payroll	Rent and venue hire	Project costs	Total
	£	£	£	£
Trading	6,869	-	1,560	8,429
Office	62,610	2,637	15,153	80,400
Youth provision	39,075	8,355	20,602	68,032
Adult provision	16,096	5,880	5,387	27,363
Fundraising	29,510	-	1,830	31,340
Family support	5,138	297	1,350	6,785
Learning	31,347	7,146	13,578	52,071
Casework	24,512	2,956	8,644	36,112
Beneficial leadership	6,312	642	9,833	16,787
Volunteer management	9,207	-	405	9,612
Depreciation	-	-	1,873	1,873
	230,676	27,913	80,215	338,804

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

7. Employees

	2019 £	2018 £
Wages and salaries	230,951	148,669
	230,951	148,669

No staff were paid more than £60,000 per annum.

8. Tangible Fixed Assets

	Equipment £	Total £
Cost		
As at 1 September 2018	7,490	7,490
Additions	-	-
As at 31 August 2019	7,490	7,490
Depreciation		
As at 1 September 2018	2,029	2,029
Charge for the year	1,873	1,873
At 31 August 2019	3,901	3,901
Net book values		
At 31 August 2019	3,589	3,589
At 31 August 2018	5,462	5,462

9. Debtors

	2019 £	2018 £
Prepayments	-	2,154
Trade debtors	17,508	9,844
	17,508	11,998

10. Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	1,417	385
Deferred income	84,117	58,866
Taxation and Social Security	5,972	5,368
	91,506	64,619

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2019

11. Related Parties

There were no related parties within the year.

None of the Trustees received any remuneration during the year.

12. Going Concern

The charity is operating on a going concern basis

13. Comparative note for 2018 Statement of Financial Activity

	Note	Unrestricted Total £	Restricted Total £	2018 Total £
<u>Incoming resources</u>				
Donations and legacies	2	25,057	39,619	64,676
Charitable activities	3	-	144,585	144,585
Other Trading Activities	4	12,940	571	13,511
Other		621	-	621
Total incoming resources		38,618	184,775	223,393
<u>Expenditure on Charitable activities</u>				
Charitable activities	5	14,464	213,444	227,908
Total resources expended		14,464	213,444	227,908
Net incoming resources before transfers		24,153	(28,669)	(4,516)
Transfer between funds		-	-	-
Net income for the year		24,153	(28,669)	(4,516)
Fund balances at 1 September 2017		46,087	47,884	93,971
Fund balances at 31 August 2018		70,240	19,215	89,455

COMMUNITY ACTION FOR REFUGEES AND ASYLUM SEEKERS

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2019

I report on the accounts of Community Action for refugees and Asylum Seekers for the year ended 31 August 2019 which are set out on pages 7 to 12.

Respective responsibilities of trustees and examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year (under section 144 (2) of the Charities Act 2011 (The Act) but that an independent examination is needed. The charities gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Association of Accounting Technicians.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act,
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Charities Act, and
- To state whether particular matters have come to my attention.

Basis of independent examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 considerations 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 I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of the accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair' view which is not a matter considered as part of an independent examination.

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Shelley-Marie Rudling FMAAT MIP AATQB for and on behalf of:

Community360

Winsley's House, High Street, Colchester, Essex



Date 6th May 2020

