

**JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS**

**STATEMENT OF ACCOUNTS  
FOR THE YEAR ENDED 31ST MARCH 2001**

**WALTERS SHAH  
CHARTERED ACCOUNTANTS**



# **JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS**

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### **DIRECTORS**

CHAIRPERSON	Sonali Naik
VICE CHAIRPERSON	Vaughan Jones
TREASURER	Rameshchandra Desai MBE

Abdi Abby  
Michael Carter  
Belayeth Hussain  
Yasmeen Raja- Khan  
Abdul Quader Mahmud  
Elizabeth Mori  
Mark O'Connor  
Rajesh Rai  
Rada Ristic  
Ragnhild Witherow

SECRETARY Habib Rahman

REGISTERED OFFICE 115 Old Street, London EC1V 9RT

BANKERS National Westminster Bank plc  
134 Aldersgate Street  
London EC1A 4JB

REGISTERD AUDITORS Walters Shah  
Chartered Accountants  
786 London Road  
Thornton Heath  
Surrey CR7 6JB

# **JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS**

## **DIRECTORS' REPORT**

The Directors present their annual report and the audited accounts for the year ended 31st March 2001.

### **Principal Activity**

JCWI has maintained a leading role as an independent national voluntary organisation providing legal advice and representation to people affected by immigration, asylum and nationality law. It acts as an expert training resource for others working in the same field. Its mission is to achieve an immigration control in the UK that is fair and non-discriminatory and campaigns to eliminate discrimination and injustice in this field. The organisation also seeks to advance and promote social justice and equitable public policy in the areas related to the concern of its client groups. Activities also include writing and publishing books, pamphlets, briefing papers, bulletins and other materials in support of JCWI's work.

JCWI's major priority in the year 2000 was to secure the Legal Services Commission (LSC) contract to carry out its casework effectively and we are pleased to report that the LSC contract has now been awarded to JCWI. This will make the work of the organisation more cost effective, as well as more accountable, and will, over time, increase productivity enabling more casework to be undertaken.

From January 2000 JCWI has been awarded a block grant under a pilot scheme by the LSC to run a national advice line and training service to other LSC contract holders who practice in our field of expertise. This additional funding has contributed to increase JCWI's income in the current financial year. The advice line is open five mornings per week and operates on a dedicated telephone number.

JCWI also provides training courses for community groups, professional bodies and individuals. It considers training to be a priority area of work because it enables practical links to be made with the recipients of training and because it has proved to be an invaluable resource directly affecting the nature and quality of immigration advice and assistance delivered in the UK. Project based fund-raising and efficient financial management of JCWI's training programme during the year has resulted in increased income for the organisation.

The challenges presented in the year 2000/2001 largely emanating from the changes brought about by the implementation of the Immigration and Asylum Act 1999, the Human Rights Act 1998 and the Race Relations (Amendment Act) 2000 have increased JCWI's involvement in the campaign for fairness and justice in this field. During the year immigration and asylum became one of the foremost topics of debate. JCWI has been consistently called upon by broadcast and print media to express its views on key developments and issues relating to immigration and race relations. The organisation occupies a unique position in this sphere of influence particularly due to its independence.

JCWI's priority in 2000/2001 was to increase its funding base to enhance the organisation's resources in order to provide its services. The Directors consider that the year has been a success. It will be noted from the accounts that this has been achieved by rebuilding relationships with our previous funders as well as creating new partnerships with a number of organisations including the Legal Services Commission.

### **Financial Results**

The income and expenditure accounts is set out on page 4. It shows income for the year ended 31 st March 2001 of £634,124 and expenditure of £607,065. This has resulted in a surplus of £27,059 before taxation which the directors consider to be satisfactory.

## JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS DIRECTORS' REPORT (CONTINUED)

JCWI has widened its funding base during the year. Self generated income (legal aid, training, publication and membership) now accounts for 31% of the total income. Grants income from charitable trusts, foundation and donations including the block grant from Legal Services Commission (LSC) under MOD scheme has increased by £142,633 to £481,839 and now accounts for 69% of the total income.

A number of grants including the block grant from LSC under MOD scheme were given for the purpose as specified under the grant condition. Therefore, these are shown in the accounts as "restricted funds".

On the expenditure side, salaries and related staff costs increased by £32,780 to £441,097 and represents 73% of the total expenditure. All other costs increased by 3% to £165,968.

### Directors' Responsibilities

Company law requires the directors to prepare financial statements for each year which give a true and fair view of the company and of the income and the expenditure of the company for that period. In preparing those financial statements the directors are required to:-

- a) select suitable accounting policies and apply them consistently;
- b) make judgments and estimates that are reasonable and prudent;
- c) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Fixed Assets

The change in the fixed assets are detailed in notes 7 to the financial statements.

### Auditors

In accordance with Section 385 of the Companies Act 1985, a resolution for re-appointment of WALTERS SHAH as auditors of the company is to be proposed at the forthcoming Annual general meeting.

### Approval

This report was approved by the board on 24<sup>th</sup> November 2001

and signed on their behalf.



Company Secretary (Habib Rahman)

## JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

### AUDITORS REPORT TO THE DIRECTORS OF JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

We have audited the financial statements on pages 4 to 10 which have been prepared under the historical cost convention and the accounting policies set out on page 6.

#### Respective responsibilities of directors and auditors

As described on page 2 the Company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

#### Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements and of whether the accounting policies are appropriate to the Company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### Opinion

In our opinion the financial statements give a true and fair view of the state of the Company's affairs at 31st March 2001 and of its surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985.

786 London Road  
Thornton Heath  
Surrey CR7 6JB

*Walters Shah*  
WALTERS SHAH  
Chartered Accountants  
Registered Auditors

Date: *22nd January 2002*

# JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

## INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2001

		Unrestricted Fund	Restricted Fund	2001 £	2000 £
	NOTES	£		£	£
<b>INCOME</b>					
Grants and Donations	[02]	113,655	162,903	276,558	309,686
Legal Aid Income		66,851	0	66,851	70,568
Method of Delivery Excluding Training		0	162,458	162,458	29,520
Sales of Publications		555	0	555	37,777
Affiliation and Membership		24,810	0	24,810	26,497
Training and Conferences Inc MOD Training		55,111	42,823	97,934	81,988
		<u>147,327</u>	<u>205,281</u>	<u>352,608</u>	<u>246,350</u>
Other Income		4,958	0	4,958	1,245
<b>TOTAL INCOME</b>		<b>265,940</b>	<b>368,184</b>	<b>634,124</b>	<b>557,281</b>
<b>TOTAL EXPENDITURE</b>		<b>238,839</b>	<b>368,226</b>	<b>607,065</b>	<b>556,632</b>
<b>SURPLUS / (DEFICIT) FOR THE YEAR before TAXATION</b>		<b>27,101</b>	<b>(42)</b>	<b>27,059</b>	<b>649</b>
Corporation Tax	[05]			0	0
<b>SURPLUS / (DEFICIT) FOR THE YEAR after TAXATION</b>				<b>27,059</b>	<b>649</b>
Under Provision for previous year Tax				0	0
Retained Surplus /(Deficit) for the year				27,059	649
Retained Surplus /(Deficit) brought forward				(14899)	(15548)
Retained Surplus /(Deficit) carried forward				<u>12,160</u>	<u>(14899)</u>

None of the company's activities were acquired or discontinued during the above period.

There were no other recognised gains and losses for 2000 and 2001 other than those included in the Income and Expenditure account.

## JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

## BALANCE SHEET AT 31ST MARCH 2001

		2001		2000	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible Assets (Note 1)	[06]		12,115		7,315
Improvement to premises	[3a]		<u>0</u>		<u>20,715</u>
			12,115		28,030
<b>CURRENT ASSETS</b>					
Stock	[04]	1,000		1,000	
Debtors	[07]	83,949		54,138	
Cash at Bank & in Hand		733		44,700	
		<u>85,682</u>		<u>99,838</u>	
<b>CURRENT LIABILITIES</b>					
Creditors, Accruals and Deferred Income	[08]	36,143		92,767	
Bank Overdraft		49,493		0	
Short Term Loan		0		50,000	
		<u>85,636</u>		<u>142,767</u>	
NET CURRENT ASSETS			<u>46</u>		<u>-42,929</u>
TOTAL NET ASSETS/ (LIABILITIES)			<u>12,160</u>		<u>-14,899</u>

**REPRESENTED BY:**

FUNDS CARRIED FORWARD

INCOME &amp; EXPENDITURE ACCOUNT

TOTAL CAPITAL

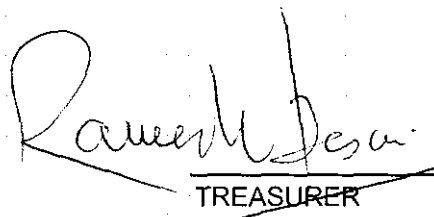
	12,160	14,899
[9]	<u>12,160</u>	<u>14,899</u>

The financial statements were approved by the board on 24<sup>th</sup> November 2001  
and signed on its behalf

CHAIR



TREASURER



# JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2001

### 1. PRINCIPAL ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's accounts.

#### (a) Basis of accounting.

The accounts have been prepared in accordance with the historical cost convention. and include the results of the organisation's operations which are described in the Directors' Report and all of which are continuing.

The company has taken advantage of the exemption in FRS 1 from the requirement to produce a cashflow statement on the grounds that it is a small company.

#### (b) Depreciation

Depreciation has been provided to write off the cost of fixed assets on the following rates:

Fixtures & Fittings	-	25% Straight Line
Computer & Equipment	-	25% Straight Line

#### (c) Deferred Taxation

Provision is made for deferred taxation as a result of material timing differences between profits as computed for taxation purposes and profits as stated in the accounts only to the extent that in the opinion of the director, there is a reasonable probability that a liability or asset will crystallize in the near future.

#### (d) Stock

These have been valued consistently by the directors at the lower of cost and net realisable value

### 2. INCOME - GRANTS & DONATIONS

Income represents mainly monies received from trusts and donors which supported JCWI in its work in the current financial year.

	Unrestricted Fund	Restricted Fund	2001	2000
<b>Trusts and Other Charities :</b>				
The Hilden Charitable Trust			0	3,500
Christian Aid			0	10,000
City Parochial Foundation ( Note 3a )			0	0
The Baring Foundation		8,000	8,000	4,500
Immigrants' Aid Trust ( Note 3f )	95,142	57,500	152,642	153,814
	<b>95,142</b>	<b>65,500</b>	<b>160,642</b>	<b>171,814</b>



# JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2001

## 2. INCOME - GRANTS & DONATIONS

	Unrestricted Fund	Restricted Fund	2001	2000
Other Organisations				
British Council	0	1,500	1,500	0
Council of Churches for Britian & Ireland			0	0
Lankelly Foundation		5,000	5,000	
World Council of Churches			0	1,847
European Social Fund	5,235		5,235	33,727
Nuttfield Foundation	10,000	0	10,000	0
London Borough Grants Committee (Note 3d)		30,903	30,903	30,903
Methodist Church (Multi Racial Projects Fund)	1,375	0	1,375	2,250
National Lotteries Charities Board (Note 3e)		60,000	60,000	60,000
	<b>16,610</b>	<b>97,403</b>	<b>114,013</b>	<b>128,727</b>
General Donations	<b>1,903</b>	<b>0</b>	<b>1,903</b>	<b>9,145</b>
Total	<b>113,655</b>	<b>162,903</b>	<b>276,558</b>	<b>309,686</b>

### 3a City Parochial Foundation

£45,000 was received to refurbish the ground floor of the premises occupied by JCWI at 115 Old Street.  
The balance of the refurbishment is transferred to IAT as improvement to property.

### 3b Method of Delivery (M O D Contract) Set up cost

£41,200 was received from Legal Services Commission towards the set up cost of Method of Delivery contract.

### 3d London Borough Grants Committee

£30,903 was received towards the salary and running costs of JCWI's work in London.

### 3e Restricted Grants

#### National Lotteries Charities Board

£60,000 per annum three years grant in connection and running costs of JCWI's work with training and information and capacity building services to the voluntary section in connection with immigration and asylum advice provision in the UK

British Council - for Publication

The Baring Foundation - Computer software programme and training

Lankelly Foundation - training course outside London and In house training

Esmee Fairbairn - training services

Joseph Rowntree Charitable Trust - Teresa Hayter book project

Comic Relief - Marketing Development Running Training work

Calouste Gulbenkian Foundation - Training work

# JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31ST MARCH 2001

### 3f Immigrants' Aid Trust

The immigration Aid Trust (IAT) is a charity established by Trust deed on 11th July 1971.

Its objects include providing free and legal services in connection with immigration.

IAT raises funds from charitable trust and other sources. A substantial portion of the funds raised by IAT are on the basis that the funds are provided in turn to JCWI to undertake charitable activities specified under the terms of the grants.

Funds received by IAT for the year to 31st March 2001 in connection with charitable work undertaken by JCWI include :

	Unrestricted Fund	Restricted Fund	2001	2000
Calouste Gulbenkian Foundation		7,500	7,500	0
Dinshaw & Spencer Trust			0	4,000
Leigh Trust	25,600	0	25,600	27,000
MacTaggart Trust Fund	1,000	0	1,000	4,000
Mercer Trust	2,000	0	2,000	2,001
Polden Puckham	4,000	0	4,000	0
The Barrow Cadbury Trust	20,000	0	20,000	0
The Hilden Charitable Trust			0	17,500
Esmee Fairbairn		15,000	15,000	
Joseph Rowntree Charitable Trust	0	10,000	10,000	31,312
Comic Relief		25,000	25,000	0
Anonymous Donor	10,000		10,000	5,000
Sundry Grants - IAT including Building Grant	32,542		32,542	63,001
	<b>95,142</b>	<b>57,500</b>	<b>152,642</b>	<b>153,814</b>

### 4. STOCKS

	2001	2000
Stock - Books and Publications	1,000	6,000

New Refugee Law Handbook will be published in September 2001.

Refugee Law Handbook. Costs comprise Editorial, Design, Typesetting and printing expenses.

### 5. TAX ON PROFIT ON ORDINARY ACTIVITIES

Corporation Tax 20% (2000 - 21 %)	0	0
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# JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2001

## 6. TANGIBLE FIXED ASSETS

	Computer & Equipments	Fixture & Fittings	Total
	£	£	£
Cost :			
At 01.04.00	38,448	25,097	63,545
Addition	6,788	0	6,788
Disposal	-	-	-
At 31.03.01	45,236	25,097	70,333
Depreciation			
At 01.04.00	32,771	23,459	56,230
Charge for the year	1,661	328	1,988
Disposal	-	-	-
At 31.03.01	34,432	23,787	58,218
Net Book Amount			
At 31.03.01	10,804	1,310	12,115
At 31.03.00	5,677	1,638	7,315

## 7. DEBTORS : Amount falling due within one year

	2001	2000
	£	£
Trade Debtors - Publication	2,403	10,532
Legal Aid	1,250	5,402
Training	42,826	13,333
GRANTS		
IAT - Property	18,150	-
Fontana	3,620	-
City Parochial Foundation	-	7,811
Methodist Church (Multi Racial Projects Fund)	-	500
National Lotteries Charities Board	15,000	15,000
	36,770	
Travel Loans for Employees	0	1,560
	83,249	54,138

## 8. CREDITORS : Amount falling due within one year

	2001	2000
Creditors	22,891	25,275
Other Taxation and Social Security	8,646	0
Advance Payment - British Council ,Baring Foundation	2,000	8,000
Advance Payment -MOD	736	56,122
Accruals and deferred income	1,871	3,370
	36,143	92,767

**JOINT COUNCIL FOR THE WELFARE OF IMMIGRANTS**

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31ST MARCH 2001

**9. MOVEMENT ON SHAREHOLDERS' FUNDS**

	<u>2001</u>	<u>2000</u>
Surplus/ (Deficit) for the year	27,059	649
Opening funds	<u>16,197</u>	<u>15,548</u>
Closing funds	<u>43,256</u>	<u>16,197</u>