

Charity Registration No. 1044681

Company Registration No. 2921143 (England and Wales)

**The Evelyn Oldfield Unit**  
**Report and financial statements**  
**For the year ended 31 March 2019**

<b>Page No.</b>	<b>Content</b>
1-8	Board of Directors' annual report
9	Independent examiner's report
10	Statement of financial activities (including the income and expenditure account)
11	Balance sheet
12	Exemption from audit
13-16	Notes to the accounts

FRIDAY



\*A8HTBZN5\*

A25

08/11/2019

#63

COMPANIES HOUSE

**The Evelyn Oldfield Unit****Board of Directors' report and financial statements (continued) for the year ended 31 March 2019**

The Board of Directors, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2019.

**Full name** The Evelyn Oldfield Unit

**Registered charity number** 1044681

**Registered company number** 2921143

**Principal address**

Resource for London, 356 Holloway Road, London N7 6PA

**Board of Directors**

Sam Karuhanga, Chair

Teshome Damte, Treasurer

Paul Sathianesan Duraisamy, Vice-Chair

Pamella Campbell

Liam Clipsham

Karen Gayle-Kirk

Henoke Daniel

Myrvete Gashi

**Company Secretary**

Mulat Haregot

**Bankers**

National Westminster Bank Plc, PO BOX 7406, 490 Holloway Road, London N7 6HN

**Independent examiner**

Md Kamal Uddin FCMA, CPFA

Director

S K Accountancy Global Ltd.

83-85 Nelson Street

London

E1 2HN

## **The Evelyn Oldfield Unit**

### **Board of Directors' report and financial statements (continued) for the year ended 31 March 2019**

#### **Objects of the charity:**

The Charity's objects are to promote for the public benefit, all charitable purposes by the following:-

A). To develop, provide, facilitate and co-ordinate the provision of specialist aid and support services in order to further the charitable work of organisations assisting disadvantaged people in particular but not exclusively the unemployed, people with low levels of literacy, older people, people with disabilities, people with long term health conditions and ethnic minorities particularly refugees, asylum seekers and migrants in the UK or Internationally.

B). To provide advocacy and services in particular but not exclusively for disadvantaged people including the unemployed, people with low levels of literacy, older people, people with disabilities, people with long term health conditions and ethnic minorities particularly refugees, asylum seekers, and migrants who are in conditions of need, hardship or distress.

#### **Structure, governance and management**

The Evelyn Oldfield Unit Memorandum and Articles of Association was Incorporated on 21<sup>st</sup> April 1994 as amended by Special Resolution(s) dated 26<sup>th</sup> January 1995 and registered at Charity Commission on 6<sup>th</sup> March 1995 and subsequently amended by special resolution registered at Companies House on 30<sup>th</sup> September 2013.

The Charitable Company was established under a Memorandum and Articles of Association which established the objects and powers of the charitable company and is governed under its articles of association.

#### **Method of appointment or election of Board of Directors**

The governance of the charity is the responsibility of the Evelyn Oldfield Unit Board of Directors who are elected and co-opted under the terms of the Articles of Association.

Following an initial audit of skills and experience, individuals with specific skills and voluntary and community organisations known to the charitable company are offered the opportunity to put themselves or nominees from their organisations forward as potential Board of Directors. Candidates complete an application form and are interviewed by a panel of Board of Directors and recommended by the Board of Directors to the Annual General meeting for election.

If a vacancy arises during the year, or additional Board of Directors are required, people are appointed by the Board of Directors and hold office until the following AGM when they stand for election.

One – third of elected Board of Directors must retire from office at the Annual General meeting, but are eligible for reappointment at that meeting.

#### **Policies adopted for the Induction and Training and Development of Board of Directors**

New Board of Directors follow an agreed induction process and are offered training, development and support to understand and carry out their responsibilities. After appointment the Chair and Chief Executive induct new Board of Directors by giving them an outline of the organisation, its governance and strategic plan, a briefing on what constitutes a conflict of interest as well as answering questions posed by the new Board of Directors.

Each Board of Director is also given a handbook which includes the latest accounts, key policies, procedures, and is offered mentoring by more experienced Board of Directors.

Board of Directors are encouraged to attend relevant training and development programmes on top of the biannually half day planning, training, and development days.

#### **Organisational structure and decision making**

The Board of Directors govern the organisation through quarterly Board of Directors meetings, and are advised by the finance and personnel sub-committees. The Board of Directors comprises a minimum of 7 Board of Directors and a maximum of 15. If a decision cannot be made at the quarterly Board of Directors meeting, it is delegated to a specific group of Board of Directors, usually a sub-committee, and the results communicated to all Board of Directors by email and ratified at the following Board of Directors' meeting. All Board of Directors attend one or both of the quarterly finance and personnel sub-committee meetings.

The officers meet between the meetings of the full Board of Directors meetings to discuss any immediate issues and to offer support to the Chief Executive, if any decision are made these are reported to the Board of Directors informally, as well as to the next meeting. The day to day management of the organisation is delegated to the staff via the Chief Executive.

### **Risk management**

In the last five years, the Board of Directors have increased their focus on risk analysis as a mean of protecting the charity and enhancing its performance.

The Board of Directors undertake reviews of the major risks to which the charity is exposed and ensures that systems are in place to mitigate these risks. Among the potential risks assessed were the loss of funding, Board of Directors conflict of interest, bad publicity, new legislation, negligence, misuse of resources, overstretched management and low staff morale. Measures were identified that mitigate these potential risks and actions agreed, all of which enabled the charity's Board of Directors to deal effectively with the step reduction in funding experience this year. Ongoing mitigation includes providing sufficient training and sound management for staff, clearly defined procedures, a survey of staff views, exit interviews, further diversification of funding, use of professional advice and insurance.

The Chief Executive uses the risk assessment as a management tool for reviewing specific projects and activities with a view to mitigating risk and enhances performance. The Board of Director's risk management has been aligned with business planning and performance management. On a routine basis lower risk assessment, such as health and safety assessments are carried out by EOU staff. The EOU has a full complement of policies ranging from health and safety to personnel management. These are periodically reviewed and updated by staff and then presented to the Board of Directors for ratification.

### **Reserve policy**

The Board of Directors have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity. The risk register is reviewed annually. The Board of Directors are satisfied that systems are in place to mitigate exposure to the major risks.

It is the policy of the charity that unrestricted funds, which have not been designated for a specific purpose, should be maintained at a level equivalent from three to six month's expenses. The Board of Directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Details of funding sources, how expenditure in the year met objectives is outlined in the notes to the accounts on restricted funding.

### **Statement on public benefit**

The Board of Directors are aware that section 17 of the Charities Act 2011 requires charities to demonstrate that their work is of direct benefit to the public. When planning the EOU's activities each year, the Board of Directors take due regard of the Charity Commission's general guidance on public benefit.

In the interest of transparency, the Board of Directors make the following observations on the two key principles of the public benefit.

#### **Principle 1: There must be an identifiable benefit or benefits**

##### **1a It must be clear what the benefits are**

The EOU provides service to support organisations deliver on their charitable purposes.

The services provided and benefits achieved in 2018/2019 are clearly set out in the accounts of objectives and achievements given in the body of this report.

##### **1b The benefits must be related to the aims**

The Board of Directors review the activities of the charity against its aims on an ongoing basis and are satisfied that all activities continue to be related to the aims.

##### **1c Benefits must be balanced against any detriment or harm**

No specific issues of detriment or harm have been reported.

**Principle 2: Benefits must be to the public or a section of the public**

- 2a The beneficiaries must be appropriate to the aims  
The EOU offers support to full range of BAMERs in London, including distributing our e-bulletin, to over 1,700 recipients. These organisations benefit a wide cross section of society in line with EOU's objects.
- 2b Where the benefits is to a section of the public, the opportunity to benefit must not be unreasonably restricted by geographical or other restrictions; or by the ability to pay any fees charged.  
The EOU's services are offered free of charge for the benefit of the Black, Asian, Ethnic Minorities, Migrants and Refugee communities living in London in particular and the society in general.
- 2c People in poverty must not be excluded from the opportunity to benefit.  
As outlined above there is no restriction on benefits.
- 2d Any private benefits must be incidental  
A number of private benefits do necessarily arise from the activities of the charity. In particular the charity finds it essential to employ and remunerate staff. These private benefits are, however, incidental as they are a necessary By-product of carrying out the charity's aims.

**ACHIEVEMENT AND PERFORMANCE**

Charitable activities – our key achievements in 2018/2019

**I. Partnership and Collaboration Working**

The EOU Chief Executive and the Team have been involved in a diverse range of partnership and collaborative work with a number of mainstream agencies, organisations, and BAMER groups both in the delivery of our projects and through being partners of strategic activities and initiatives.

These agencies include Islington Citizens Advice Bureau, Islington Law Centre, Islington People's Right, Help on Your Doorstep, Council of Somali Organisations, Voice for Change, London Voluntary Sector Council, Race on the Agenda, Red Ochre, Refugee Council, Lime House Project, Ocean Somali Community Association, APASEN, J-Go Training, the Metropolitan Police, Resource for London, National Resource Centre for Supplementary Education, Voluntary Action Islington, British Deaf Association, Hibiscus Initiatives, Reconnect, Students Action for Refugees, and GLA. The partnerships and collaborative work has significantly raised the profile of the Evelyn Oldfield Unit more widely across London, and also allowed the organisation to act as an advocate and voice for the BAMER sector.

**a). The London Strategic Migration Partnership (LSMP)**

The LSMP is a cross-sector partnership to maintain strategic overview of the state of migration in London. The LSMP meets 3 times a year to discuss on visa and economic growth, Integration and demographic and policy trends. The LSMP bring together in the table London Mayor Office, Home Office, London Council, London Enterprise Panel (LEP) and the Mayor's Migrant and Refugee Advisory Panel (MRAP) which the Evelyn Oldfield Unit is representing the interest of the 35 MRAP member organisations. The EOU Chief Executive is leading on the Integration and Community at the LSMP.

**b). The Islington BAMER Advice Alliance (IBAA)**

The Evelyn Oldfield Unit has developed a Consortium of 5 BAMER Advice giving organisations, all of whom are Islington Strategic Advice Partners. The IBAA partnership has been awarded funding of **£100,000** for the next 4 years from the London Borough of Islington to deliver on the following strands: access and outreach, primary access, detailed triage and initial advice, generalist advice, and targeted specialist advice for excluded populations. IBBA is now registered Charity and an independent entity.

**II. Information, Advice and Guidance (IAG)**

This service provides advice to BAMER clients on a one to one basis. We deliver a generic advice service and have a dedicated caseworker to follow up cases and assist the client reach a satisfactory conclusion of their case. Alongside casework, we run a pro bono Legal Advice service which is staffed by qualified solicitors, which ensures quality advice to beneficiaries at no cost. The pro bono legal advice services aims to:-

- (a) Relieve overcapacity of the mainstream providers such as Islington Law centre, CAB, local legal Advice Centres, Advocacy clinics etc....

- (b) To provide free quality legal advice service to the community which is given by qualified solicitors who possess relevant specialist knowledge
- (c) To remedy issues around the complications in accessing legal advice, the long waiting lists and related problems
- (d) To address the issue of affordability of quality legal advice

**Collaborations with the private sector:** We managed to forge a very successful collaborative working arrangements with local high Street solicitors for them to staff our Pro Bono Legal Advice Surgeries. This has not only strengthened the quality of advice given in the surgeries, but has also provided a link between the EOU and private the law firms, whereby we can tap into the expertise that had previously been out of reach for our service users. We are currently working with Eannon Solicitors, Kensington and Chelsea Law Chambers and Tulip Solicitors. EOU clients can now access the quality advice provided by these private solicitors as a result of these collaboration and partnership working.

**Collaboration with other third sector agencies:** We are also working in collaborations with the London Borough of Islington, Help On your Doorstep, Citizens Advice Bureau, Islington Law centre, Islington people's Rights, The Unity Project and Shelter From The Storm. These provide services ranging from specialist advice for the provision of temporary accommodation.

**External Referrers:** A number of agencies have been referring to EOU servicers and we are expecting the number to increase: These include organisations such as Brent Crisis Skylight, IKWIRO, Iranian and Kurdish Women's Rights, Iranian and Kurdish Women's Rights, Life Chances, Islington Health Visiting service and Network of Eritrean Women.

**Referrals within IBAA and other agencies;** received referrals from Eritrean Community in the UK, Kurdish and Middle-Eastern Women's Organisation and Enhance project groups. This has placed the EOU in a unique position of leading the advice services within IBAA partners as we use qualified solicitors for pro Bono free legal advice work.

### **Impact**

**IAG,** particularly the Pro Bono Free Legal Advice Services had a huge impact on the quality of life of our services to the BAMER communities' service users. The impact of this service is:

- Improved access to support e.g. NASS accommodation and subsistence support
- Improved living conditions e.g. Street homeless clients placed in temporary accommodation
- Access to Welfare benefits leading to better financial well being
- Improved mental and physical wellbeing due to reduction in stress and anxiety caused by homelessness, insecure immigration status etc...

### **III. The e3 Project Partnership Project**

The e3 Project is delivered in partnership with 4 other organisations: the Lime House Project, Ocean Somali Community Association, APASEN and J-Go Training. The e3 project is a **Free Pre-ESOL course** designed to help people gain confidence living in London and is funded by the Ministry of Housing, Communities and Local Government (MHCLG)

The project aims to teach English to those who have low-level language skills, and offers learners the opportunity to take part in an optional further opportunity to practise their English following completion of the course: gardening, volunteering work, or working on a market stall. The course content covers basic functional English, such as going to the doctor, speaking to your child's teacher or speaking to a landlord, and can be adapted to suit learners' needs. The course also includes free registration with an e-learning module, which learners can access from home or on their smartphones. More information about the project can be found here: [www.wearee3.com](http://www.wearee3.com)

Over the course of the third cohort, the target for recruitment was successfully met and actually exceeded by the combined e3 partnership and 1,505 eligible learners were recruited and registered with e3 e-learning. The EOU recruited 369 learners over the course of 12 months. EOU recruited learners come from 56 different countries: a large proportion were from Eritrean, Somalian, Iraqi and Bangladeshi backgrounds. **97%** of EOU learners are female and **78%** are Muslim. The age range is 18 - 78 years old. Learners come from 18 different London boroughs.

## **The Evelyn Oldfield Unit**

### **Board of Directors' report and financial statements (continued) for the year ended 31 March 2019**

A partnership with Islington Adult and Community Learning Service was also set up to hold ESOL classes at the EOU offices, which e3 learners could be part of. The Project Coordinator also worked in partnership with many organisations pan-London to deliver e3 classes at their centres, including London Central Mosque, Shepherds Bush Families Project and the Elgin Close Resource Centre to name a few, and organised for guest speakers from partner organisations to speak to learners about progression routes.

Learners were encouraged to sign up to one of the progression route options: volunteering, community gardening or setting up a market stall. We are currently setting up a market stall in Islington with learners from the Arachne Greek Cypriot Women's Group and in Ladbroke Grove with learners from the St. Antonio's Eritrean Refugee Women's Group. Other learners signed up to community gardening initiatives across London and assisted with/attended EOU events such as the AGM and EOU contribution to the Migration Museum project documenting experiences of refugees and migrants to the UK. Learners in Islington were invited to register with courses run by the Islington Adult and Community Learning Service and courses and drop-in services provided by local community centres. Learners were also invited to attend the EOU's weekly drop-in evening class. Learners in other boroughs joined ESOL conversation groups, for example, at Shepherds Bush and Hammersmith Libraries.

In order to measure the progress towards our outcomes, all of the learners who enrol on the e3 course receive an initial assessment from their teacher and evaluate their confidence speaking English in the following situations: in shops and on public transport; with neighbours and acquaintances; with doctors, teachers and other professionals. Lowest confidence levels across the board were recorded in the category of 'speaking English with doctors, teachers and other professionals.' To measure potential improvement, learners then completed a final evaluation after 4 classroom-based lessons assessing their confidence levels in these situations at the end of the course. The clear majority of the learners who completed final evaluation forms in this cohort saw an improvement in their confidence speaking English in shops and on public transport, with neighbours and acquaintances, and with doctors, teachers and other professionals. They also saw an improvement in their general English level.

#### **IV. The Enhance Desk Space Project:**

This partnership project was delivered together with Resource for London. The year, the project provided desk space, training and support to 18 small BAMER groups working to empower and improve the lives of members of their community. These groups were also invited to training sessions and workshop on fundraising, bid writing, financial management and book keeping

#### **Training:**

The EOU has organised 15 training sessions attended by 42 participants representing 21 BAMER groups. This consisted of:

- 15 sessions on Financial Management Training, delivered by a qualified and experienced accountant and adapted from training by CASH (Community Accountancy Self Help (CASH) and Local Accountancy Project. This was attended by 42 individuals from 21 BAMER groups. Groups completed homework, and are working towards achieving accreditation for this work.
- 4 days of training on Fundraising, delivered by an experienced fundraising consultant. This was attended by 34 individuals from 19 BAMER groups.

#### **V. Evening Beginners English for Speakers of Other Language (ESOL) Classes**

We have 3 years of experience delivering our evening ESOL classes to over 200 learners, during which time we have piloted many new ways to deliver as opposed to simply replicating traditional provision. We have had the freedom to do this as we run it fully with qualified and certified volunteer tutors, allowing us to 'pilot' the project to see what users needed from us. Although we recognise this is not currently 'formal' provision, we have qualified tutors following the Skills for Life curriculum to prepare the learners to enter exams if they so wish, which we support them to do. We have 25 CELTA certified volunteer tutors currently teaching on this project (all DBS checked).

The classes are of a drop-in nature which means that individuals can miss sessions without it affecting their overall learning. Many people either work in low paid roles so cannot afford to pay for college tuition, and some have uncertain immigration status which means they are not eligible for free English classes.

We are filling a gap that normal service provision does not provide, and each week our classes are growing. We have around 25 students each week now. We run weekly free ESOL lessons on a drop in basis, every Monday evening from 6 pm – 8pm and the classes are held in the Evelyn Oldfield Unit offices at Resource for London, 356 Holloway Road, London, N7 6PA.

**VI. Research for Action and Influence Community Research Project**

The aim of the Research for Action and Influence (R4AI) Course is to provide training for representatives of BAMER groups on how to conduct and use research to advance a cause within their community. Over the past year, we have worked with 22 students.

22 students received an accreditation awards certificate at Level 3 on both Research and Presentation Skills by Open College Network London.

**VII. Volunteering and Placements:-**

**Volunteer Recruitment**

**47** individuals were recruited as volunteers to work on different projects that support BAMER groups across London.

Volunteers contributed to:

- events management
- administration
- co-ordination of projects
- communications and social media
- evaluation and monitoring of activities
- report writing
- fundraising development
- human resources for Evelyn Oldfield Unit volunteers

The project also recruited and trained 17 volunteer trustees to work with BAMER groups, strengthening their Board of Directors through skills audit and business planning.

**VIII. Telephone information, advice and support**

The EOU has provided telephone information, advice and support on a range of issues and capacity building as follows:-

<b>BY PROJECT</b>		<b>NUMBER OF BENEFICIARIES</b>
<b>E3 project</b>		<b>369</b>
<b>KEY project</b>		<b>25</b>
<b>R4AI project</b>		<b>56</b>
<b>Admin and communication</b>		<b>678</b>
<b>Project case work and Pro-bono</b>		<b>179</b>
<b>TOTAL</b>		<b>1,307</b>

**IX. Strategic plan for future periods**

The Evelyn Oldfield Unit has been conducting an external review since April 2019 its service for 25 years to refugee and migrant communities and this will inform the EOU strategic plan for the next 3 years and will be officially launched in January 2020 at the EOU's 25 years Anniversary Celebration.

The Board of Directors are also developing new partnership and collaboration communication strategy to work with the private, public, voluntary and community sector to support and sustain the work of the BAMER groups and communities.



## The Evelyn Oldfield Unit

### Board of Directors' report and financial statements (continued) for the year ended 31 March 2019

#### FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements. The Net funds for the year amounted to (£39,056) and (year ended 31 March 2018 26,373). The retained reserves at 31 March 2019 amounted to £80,821 and (year ended 31 March 2018: £119,876).

#### RESERVE POLICY

The company is required to determine and explain its policy for free reserves. The Board of Directors have reviewed its free reserve policy and have turned its entire unrestricted fund into an emergency reserve to enable Evelyn Oldfield Unit to meet its obligations in the event of a shortfall in income or sudden upturn in expenditure. The organisation is aiming at reserves to cover at least 3 months' expenditure, which is in the range of £42,439, per year.

#### RISK MANAGEMENT

The Board of Directors have examined the major risk which the Evelyn Oldfield Unit faces and believe that maintaining our free reserves at a reasonable level, combined with our annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which we face and confirm that they have established systems to mitigate the significant risks.

#### TANGIBLE FIXED ASSETS

The fixed assets comprise of office equipment.

#### FUNDS AVAILABLE

Grants receivable totalled **£142,881** (2018: 194,206). We thank Trust for London, The Department of Communities and Local Government, The Big Lottery, Enhance Project, London Voluntary Service Council, and other donors for their support and contributions.

The charity's costs were **£189,433** (2018: £169,757), of which **£107,033** (2018: £99,772) related to staff costs.


Staff numbers reduced by 0.5 during the year.

#### Disclosure of information to independent examiner

The Board of Directors have confirmed that there is no information of which they are aware which is relevant to the independent examiner, but of which the independent examiner is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the independent examiners are aware of such information.

**VOLUNTEERS** the Evelyn Oldfield Unit recognises the significant contributions made by volunteers.  
On behalf of the Board of Directors

Signed

  
Paul Sathianesan Duraisamy, Vice - Chairperson

Date: 31/10/2019

### INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the company for the year ended 31<sup>st</sup> March 2019, which are set out on pages 11 to 18.

#### Respective responsibilities of Board of Directors and examiner

The Board of Directors (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Board of Directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

#### Basis of independent examiner's report

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

#### Independent examiner's statement

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

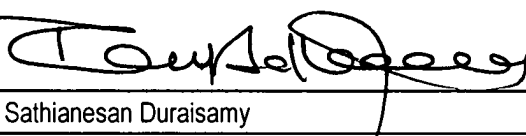

- which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date 05/11/2019

Md Kamal Uddin FCMA, CPFA  
Director  
S K Accountancy Global Ltd  
83-85 Nelson Street  
London  
E1 2HN

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2019							
(incorporating Income and Expenditure Account)							
Incoming Resources	Note	Unrestricted Funds	Restricted	TOTAL Funds 2019	Unrestricted Funds	Restricted Funds	TOTAL Funds 2018
Donation and Legacies	2	7,496	-	7,496	1,923	-	1,923
Charitable activities	3	-	142,881	142,881	-	194,206	194,206
Other activities		-	-	-	-	-	-
Investments bank Interest		-	-	-	-	-	-
Total Income		7,496	142,881	150,377	1,923	194,206	196,129
Expenditure on	4						
Fundraising		-	-	-	-	-	-
Charitable activities		-	189,433	189,433	-	169,757	169,757
Total expenditure			189,433	189,433	-	169,757	169,757
Net Income/Loss for the year		7,496	(46,552)	(39,056)	1,923	24,449	26,372
Net movement In funds		7,496	(46,552)	(39,056)	1,923	24,449	26,372
Reconciliation of fund							
Total funds brought forward		74,012	45,865	119,877	72,089	21,416	93,505
Total funds carried forward		81,508	(687)	80,821	74,012	45,865	119,877

BALANCE SHEET					
AS AT 31 MARCH 2019					
FIXED ASSETS	Note		2019		2018
		£		£	£
Office Equipment	9		0		0
Current Assets					
Debtors	10	0		0	0
Cash at Bank		81,923		120,590	
Cash in hand		161		657	
Total Current Assets		82,084		121,247	
Current Liabilities					
Creditors and Accruals	11	1,263		1,371	
			80,821		119,876
Net Current Assets			80,821		119,876
Funds:					
Unrestricted Funds			71,508		64,012
Designated Funds			10,000		10,000
Restricted Funds			(687)		45,864
			80,821		119,876
Approved by the Board of Directors and signed on its behalf					
By	Vice - Chairperson/ Director				
					
Paul Sathianesan Duraisamy					
By	Treasurer/Director				
					
Teshome Damte					
Date: 31/10/ 2019					

## EXEMPTION FROM AUDIT

For the year 31/03/2019 the company was entitled from audit under section 477 of the Companies Act 2006 relating to small companies.

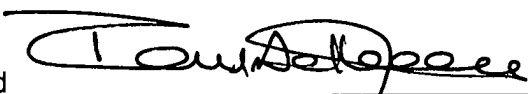
Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small Companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees

Signed



Paul Sathianesan Duraisamy, Vice - Chairperson

Date: 31/10/2019

## NOTES TO THE ACCOUNTS

### Accounting policies

#### Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2015), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the provisions applicable to companies subject to the small companies regime under the Companies Act 2006.

#### Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

#### Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity in the year.

#### Resources expended

These have been analysed using a natural classification.

#### Depreciation

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a reducing balance basis.

The rates applicable are:

IT Equipment	33%
Furniture, fittings & equipment	33%

2. Income from donations and legacies

Grants, donations and legacies:	Unrestricted Funds	Restricted Funds	2019	2018
	£	£	£	£
Small Donation	7,496	-	7,496	1,923
<b>TOTALS</b>	<b>7,496</b>	<b>-</b>	<b>7,496</b>	<b>1,923</b>

3. Income from charitable activities

	Un-restricted	Restricted	2019	2018
	£	£	£	£
R4AI – Trust For London	0	25,000	25,000	50,000
BBC- Children In Need	0	5,598	5,598	0
RFL – Enhance Project	0	6,389	6,389	6,500
LVS-TA	0	0	0	31,468
DCLG e3 Project	0	71,019	71,019	70,800
LBI - IBAA	0	25,000	25,000	25,000
BLF (A4A)- IBAA	0	0	0	9,937
LBI -GT	0	500	500	500
HCF- The Hilden Charitable Fund	0	5,000	5,000	0
LLST- London Legal Support Trust	0	4,375	4,375	0
Bank Interest	0	0	0	0
<b>Total Income from charitable activities</b>	<b>0</b>	<b>142,881</b>	<b>142,881</b>	<b>194,205</b>

#### 4. Analysis of Expenditure

Charitable activities: To advance education and social welfare	Staff/ consultant costs	Direct costs	Governance costs	Support costs	Total 2019	Total 2018
	£	£	£	£	£	£
DCLG –e3 project	67,323	9,675	730	5,173	82,901	70,800
R4AI – Trust for London	0	53,314	0	0	53,314	49,629
BBC- Children In Need	4,870	650	0	78	5,598	0
Small Donation	0	2,800	0	3,556	6,356	1,923
RFL – Enhance Project	5,380	700	0	309	6,389	6,500
LVS-TA	0	0	0	0	0	15,468
LBI - IBAA	21,110	3,650	0	240	25,000	15,000
BLF (A4A)- IBAA	0	0	0	0	0	9,937
LBI - GT	0	0	0	500	500	500
HCF- The Hilden Charitable Fund	4,790	0	0	210	5,000	0
LLST- London Legal Support Trust	3,560	450	0	365	4,375	0
Subtotal	107,033	71,239	730	10,431	189,433	169,757
Other projects and activities		0	0		0	0
	107,033	71,239	730	10,431	189,433	169,757
Fundraising Cost		0			0	0
Governance costs		730	(730)		-	
Support costs		10,431		(10,431)	-	
Total	107,033	82,400	-	-	189,433	169,757

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

Staff costs as follows:

	2019	2018
	£	£
Salaries and wages	75,439	88,474
Social security costs	26,743	8,311
Employers contribution to defined pension schemes	4,851	2,987
	107,033	99,772

No employee earned more than £60,000 during the year (2019: nil).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2019: £nil).

No charity trustee received payment for professional or other services supplied to the charity (2019:£nil).

The average weekly number of employees during the year was 3.5 (2018:4.0).



# The Evelyn Oldfield Unit

## Board of Directors' report and financial statements (continued) for the year ended 31 March 2019

6. The Board of Trustees have created a designated staff contingency fund of £10,000 to meet unexpected contractual costs relating to staff.

### 7. Related party transactions

There are no related party transactions to disclose for 2019 (2018: none) There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

### 8. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

### 9. Fixed Assets

	Computer Equipment	Total
	£	£
<b>Cost</b>		
At 1 April 2018	0	0
Additions	0	0
Disposals	0	0
At 31 March 2019	0	0
		<b>Depreciation</b>
At 1 April 2018	9,445	9,445
Disposals	0	0
Charge this period	0	0
At 31 March 2018	9,445	9,445
<b>Net book value</b>		
At 31 March 2019	0	0
At 31 March 2018	0	0

### 10. Debtors

	2019	2018
	£	£
<b>Debtors</b>	0	0

### 11. Creditors

	2019	2018
	£	£
<b>Independent examination</b>	500	800
<b>Social Security and Pension</b>	763	0
<b>Other Creditors</b>	0	571
	<b>1,263</b>	<b>1,371</b>

Accruals: Provision for Accountancy fees.

### Benefits in kind

There were no benefits in kind in the period.

### Board of Trustees' remuneration, benefits and expenses

Trustees received no expenses, remuneration or benefits in this period.

### Related party transactions

There were no related party transactions in the period.

### Independent examination and accountancy services

During the period, the cost of the examination and accountancy services was £500.

### Glossary of terms

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**Creditors** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.