

Urbanwise.London

(The Urban Studies Centre)



Annual Report and Financial Statements 31st March 2020

CHARITY NO. 288102

COMPANY REGISTRATION NO. 01762007

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General Information

LEGAL STATUS

Urbanwise.London Limited is a company limited by guarantee, not having share capital, governed by a Memorandum and Articles of Association.

Working Name / Title:
Urbanwise.London (The Urban Studies Centre)

PRINCIPAL ADDRESS

The Lilla Huset
191 Talgarth Road
London W6 8BJ

TRUSTEES

Hilda McCafferty (Chair)
Cathryn Maund (Vice-chair)
Mary-Louise Wedderburn (Treasurer)
Chloe Kenny
Mike Lachowicz
Alex Morgan
Andrew Pendleton

COMPANY SECRETARY AND STAFF DIRECTOR

Moya O'Hara

INDEPENDENT EXAMINER

P R Hartley FCA
Chartered Accountant
P O Box 27075
London N2 0FZ

BANKERS

Lloyds Bank
Ealing Branch

Chair's Statement

The year ending March 31st, 2020 proved to be a fruitful one, with progress made to both our schools and community programmes enabling us to work with many new participants.

In addition to our regular programmes, which were as popular as ever, we also began some significant new projects that we expect to grow and develop for years to come.

Hammersmith and Fulham Mudlarks project started in the previous year and continued through the summer term, with students from five primary schools researching plastic pollution in their local waterways and connecting with partner organisations to share expertise and learning. We were able to contribute to Hammersmith and Fulham Council's initiatives on reducing the borough's carbon emissions through this project, and subsequently more work on this is planned, including a pilot climate change project with a local primary school.

Two new projects engaged young people in their local environment. Green Detectives, through active exploration of green spaces, and ESTEEM club, by taking a technological approach to problem solving of environmental issues. We aim to develop ESTEEM clubs still further into the coming year with local children thanks to funding from North Kensington Grenfell Fund.

Some important new projects started towards the end of the year. Bazalgette's London East and West, supported by National Heritage Lottery Fund, focusing on the life and work of Sir Joseph Bazalgette, has already engaged with local school children and community groups. Urban STEAM, funded by John Lyon's Charity, which was due to start at Easter, is resuming delivery in the autumn term. This project involves school and community

groups taking part in hands-on Science, Technology, Engineering, Art and Maths activities, examining an environmental issue and sharing their inventions and discoveries with their community.

We are also looking forward to working with young people in north Kensington on a new project, Young Explorers, supported by London Community Foundation. This will involve participants getting out and about, exploring and capturing the heritage and culture of their local area.

We were sorry to lose Louanne Tranchell and Jenny Stark, who both retired from the board of trustees at last year's AGM. Louanne had served as a trustee for thirty years and Jenny for fifteen so they will be much missed, and we would like to extend our thanks and appreciation for all their work over the years.

Sadly, our year ended with the beginning of lockdown, due to the coronavirus pandemic, meaning that we had some cancellations to our service, including the Children's Parliament event at Kensington Town Hall. The year ahead looks to be a particularly challenging one for the world of education and for the charity sector. However, outdoor and local learning has been recognized as a healthy option going into the future and we will endeavour to do our best in promoting this.

I would like to thank everyone who has helped make this year a success, including the staff, trustees, volunteers, funders and partners. Your help and support are much appreciated.

Hilda McCafferty, Chair

Trustees' Report

The trustees, who are also directors of Urbanwise.London Limited ('the charity') for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2020. The report and financial statements are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The trustees have paid due regard to guidance issued by the Charity Commission on Public Benefit.

Objects

The objects of the charity are:

- (a) the advancement of environmental education at all levels in an urban setting with particular reference to, but not restricted to, the Greater London area by the provision of a Centre; and
- (b) to promote high standards of planning and architecture in or affecting the area of the London Borough of Hammersmith and Fulham.

Structure, Governance and Management

The charity is a charitable company limited by guarantee and was set up in 1983. It is governed by a memorandum and articles of association,

which were amended by special resolution on 26 January 2017.

Day to day administration of the charity and project work is carried out by the full-time staff director, Moya O'Hara, reporting to the Board of trustees, which comprises all the trustees. For the avoidance of doubt, all trustees are company directors (for company law purposes) and charity trustees (for charity law purposes). Under the articles of association, the Board of trustees comprises:

- a) not more than nine trustees elected by and from the membership of the charity at the Annual General Meeting; and
- b) not more than three persons co-opted to serve on the Board by the elected trustees, provided that at no time shall more than one third of the total Board comprise co-opted trustees.

The election of trustees is conducted in accordance with procedures established by the trustees. Prospective trustees attend trustee meetings as observers and if appropriate a resolution to appoint them is put to members at the next Annual General Meeting.

At every Annual General Meeting, one third of the elected trustees retire from office. In the event that the number is not divisible by three, then the proportion to retire shall be that nearest to one third. The trustees to retire shall be those longest in office since their last election. Where there are trustees who have been in office for the same length of time then, in the absence of agreement, those to retire shall be selected by lot. Retiring trustees are eligible for re-election. Co-opted trustees serve until the end of the Annual General Meeting following their co-option but may then be co-opted again.

Risk management

The trustees consider the risks facing the charity as part of the normal business conducted at their meetings.

Of particular concern has been the impact of the Coronavirus pandemic on our operations. Although our major funders have been very supportive, confirming their funding for the current financial year (to 31 March 2021), this support cannot be taken for granted in the longer term. In addition, our key activities as an education focused charity involve working with children and schools, and whilst many projects can be delivered in an outdoor environment, we need to develop other ways of working with schools and the wider community, such as online delivery of information and other resources.

The other major challenge has been to secure premises from which to operate upon the expiry of the current lease. Following the expiry of the two-year sub-underlease to continue at The Lilla Huset in 2019 the London Borough of Hammersmith and Fulham has allowed the charity to continue to occupy the current premises, while negotiating arrangements for using the new premises at The Jetty, Fulham Reach. The Council is very supportive of the charity's work and need to establish a Centre for the fulfilment of its objectives, but negotiations have been complicated by the impact of the coronavirus epidemic on the operations of both the site developer and the Council.

The trustees continue to monitor and seek to adapt to the effects of the pandemic and tight budgets for schools and local authorities.

Related Parties

The charity undertakes school project work in partnership with Hammersmith Community Gardens Association, a registered charity

(number 1111999), registered office 1 Melina Road, London W12 9HY. The staff director of Urbanwise.London Limited, Moya O'Hara, is a trustee of HCGA and Cathryn Maund, a trustee of Urbanwise.London Limited, is the salaried Manager of Hammersmith Community Gardens Association. There were no transactions between the charity and Hammersmith Community Gardens Association during the year.

Volunteers

There were 10 volunteers throughout the year, including four students from Kings College London and local professionals.

Fundraising

Urbanwise.London does not fundraise from individuals. All funding is sought from organisations.

Financial Review

Charitable income fell by £14,800 or 12% on the previous year to £107,685. This reflects the impact of the Coronavirus pandemic, which caused work on three major projects, for which funding had been granted, to be deferred to the next financial year. All funding and other income were for specified projects or in accordance with service level agreements. The key funder was the London Borough of Hammersmith and Fulham, which provided funding for children's services accounting for £11,612 or 11% of total incoming resources (2019: £11,612, 9% of total incoming resources) and £33,560 fees for project work, included in total project related fees of £89,375. Interest earned on the bank deposit account was negligible.

87% of the charity's expenditure (£94,548) was on payroll costs and freelance staff (2019: 78%, £90,194), with premises costs (£1,240) and project expenses (£4,496) accounting for a

further 1% and 4% respectively (2019: premises costs £8,000 and project expenses £8,710, 7% each, of total expenses). There was a small deficit for the year of £472 on unrestricted funds, while there was no movement on the restricted fund (2019: net income on unrestricted fund £8,860 while the £1,266 surplus from the previous year remaining on restricted fund was used in full). The balance on restricted funds carried forward is £22,352 and the unrestricted fund stands at £53,145.

Reserves Policy

The Board of trustees has considered the charity's need for reserves in the light of its risk assessment and plans for future periods. The restricted income fund of £22,352 was established in 1989 for costs associated with the move to new premises, required to be held against the possibility of a major and sustained shortfall in future income.

The trustees aim to maintain the unrestricted income fund at a level of between three and six months' operating expenditure to enable the charity to operate without interruption if there is a short term break in incoming resources. The trustees have agreed that £15,000 of the unrestricted funds balance of £53,145 should be earmarked for the costs of moving to new premises when this happens. The remaining balance of the funds - £38,145 - represents just over four months' expenditure. The trustees consider that this is the minimum level of reserves needed, given the uncertain future as activities continue to be curtailed by the impact of Covid-19, and the difficulties faced by the Borough in negotiating a move to new premises.

Plans for the Future

The trustees and staff director are working to generate income from multiple sources to ensure

that the charity can continue to meet its objectives. The effects of the pandemic and uncertainty over the timing and circumstances of a move to the Jetty make planning and fundraising difficult, but the trustees and staff are working together to ensure that the charity remains adaptable and efficient in order to enable it to meet its objective of advancing environmental education through the provision of a Centre. Despite all the difficulties, the trustees are confident that the charity has a secure basis on which to fundraise and plan for the future.

Members of the Board of Trustees

(being directors for the purposes of the Companies Act)

The directors who served during the year were as follows:

Hilda McCafferty (Chair)

Cathryn Maund (Vice-chair)

Mary-Louise Wedderburn (Treasurer)

Chloe Kenny

Mike Lachowicz

Alex Morgan

Andrew Pendleton

Louanne Tranchell (retired 24 September 2019)

Cathryn Maund and Andrew Pendleton retire at the Annual General Meeting and, being eligible, offer themselves for reappointment.

Trustees' Responsibilities in Relation to the Financial statements

The charity trustees (who are also the directors of Urbanwise.London Limited for the purposes of company law) are responsible for preparing a

trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom

governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

External review arrangements

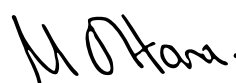
The company is exempt from the Companies Act 2006 requirement to submit the accounts to an audit. Members approved the appointment of Clare Fuchs as independent examiner at the Annual General Meeting on 24 September 2019 but due to family circumstances Clare Fuchs has been unable to carry out the examination for the current year. The Trustees appointed P R Hartley FCA to fill the vacancy arising, and hope that Clare Fuchs will be able to resume her role as examiner in the future.

The Trustees take this opportunity to thank Clare Fuchs for waiving her fee for the examination of the accounts for the previous two years and the Mercers' Company, of which Clare Fuchs is an employee, for their support in encouraging her as a member of staff to work on a pro bono basis. They send Clare Fuchs their best wishes.

Approval

This report, which has been prepared taking advantage of the small company exemption in the Companies Act 2006, was approved by the Board on 22nd Sept 2020.

MOYA O'HARA



Moya O'Hara

Secretary

Director's Report

Annual Projects



Active Local Learning

Children and young people in Hammersmith and Fulham schools enjoyed learning about the local environment, exploring nature and discovering how to keep fit and healthy.

"I really enjoyed spotting all the different birds along the river." Year 5, Essendine Primary School

School Travel

We promoted active travel with ten primary schools in Hammersmith and Fulham, aiming to reduce pollution from cars and involving children in their school's travel plan.

"It was fun to go out and do the survey work. There is much more traffic than I thought!"

Year 5 student, Normand Croft Primary School



Children's Parliament on the Environment

Year 6 children from ten primary schools in Hammersmith and Fulham and Kensington and Chelsea researched a wide range of topics of importance to their own school. Unfortunately, this year the event itself was cancelled due to the coronavirus restrictions.

"The children really enjoyed the project and I hope we can join in next year" Year 6 Teacher, Park Walk Primary

Continual Professional Development

We delivered training for Newly Qualified Teachers in Local and Outdoor Learning for the Education Service, also for the staff team at Old Oak Primary School, near Wormwood Scrubs. We also organised a geography CPD for local teachers and continued to lead the Geography and History Good Practice Network.

"Really enjoyed the cross-curricular value of outdoor learning. Great ideas for resources and opportunity for discussion." NQT teacher



Earls Court

This year 5 school groups focussed on green spaces in the local area, visiting local streets, markets and parks and Brompton Cemetery to discover more about their local area.

"The children were very excited to explore their local streets and we found so much that we could take back to the classroom for further learning." Year One Teacher, Fulham Primary School.

Special Projects

Earls Court Community Project

St. Andrews Youth Club joined us for some memorable days out including taking a tour of Hampton Court Palace and grounds and trying their hands at inventing at the Institute of Imagination

The West Kensington Seniors explored, amongst other places, Kensington Palace, The Orchid Festival at Kew Gardens and Kenwood House. In the winter they tried out some printing techniques for making Christmas cards with help from a local artist.

"The ladies have really enjoyed all the outings. We all learn something new and look forward to the next visit!" West Kensington Seniors group, Project Leader.



City of London Project

Community and school groups explored the fascinating and rich culture and heritage of the city, thanks to support from The City of London. Places we visited include the Museum of London, The Mithraeum, The Guildhall, The Royal Exchange, the Guildhall Art Museum, Leadenhall Market, Tower of London and St. Paul's Cathedral. We visited the Sky Garden, on top of the Walkie Talkie building in Fenchurch street, to see the amazing view of the city, with the River Thames stretched out like a ribbon before us. We also got a great view of skyscrapers like the

Cheesegrater, the Shard and Heron Tower that dominate the city's skyline today. Many of the participants enjoyed exploring the alleyways, courtyards, cobbled streets and churchyards not easily seen from the main roads.

"Absolutely loved exploring the city with Urbanwise. We learnt so many new things and found places we would never have discovered. I'm definitely returning here soon with my family!" Community Champion, Church Street, Westminster.

City of London Culture and Green Spaces Projects

West London residents and local primary school children enjoyed wandering through the City of London, learning about its history and culture. Places visited include The Monument, The Museum of London, Postman Park, St. Paul's Cathedral, St. Brides Church, Guildhall Art Gallery, Leadenhall Market, The Mithras exhibition and the Tower of London. We also ventured further afield to the green spaces run by The City of London and tried some fun activities including swimming in the ponds of Hampstead Heath, pitch and put in Queens Park and woodland walking in Highgate Woods.



Natural Explorers

We worked in partnership with West London Zone on a project to connect children with their local green spaces and nature, aiming to improve their social skills and their future achievements in

the classroom. We worked with groups of children from 4 primary schools in north Kensington, Old Oak and White City areas.

Hammersmith & Fulham Mudlarks

We delivered a new project with London Borough of Hammersmith and Fulham, focusing on plastic pollution in the River Thames and Grand Union Canal. Throughout the project we worked with five different primary schools who each explored a different theme. The project involved working with a range of partners including, The Royal College of Art (RCA), BBC Studios, Plogolution, Western Riverside Waste Authority, Thames 21, Lyric Theatre and The Whale Company. It ended with a conference in July at the Lyric theatre, attended by participating children who presented their projects to the audience. Talks from Sian Alexander, Lyric Theatre Executive Director, Jan Parnell, LBHF's Assistant Director of Education, Councillor Larry Culhane, Cabinet Member for Children and Education, Praveen Gopalan, Sustainability Executive and Jonathan Williams, Blue Planet Executive Producer from BBC studios contributed to a lovely event.

"I enjoyed making a song for children and for adults to learn to care for the environment" Year 5 student, Miles Coverdale Primary School.



Bazalgette's London Past and Present

We marked Sir Joseph Bazalgette's 200th Birthday with starting a new project supported by National Heritage Lottery Fund. Bazalgette was a truly remarkable Victorian engineer, who is best remembered for creating London's sewage system. He almost single-handedly changed the River Thames from an open sewer into one of the cleanest urban rivers in the world. His work remains hugely significant and relevant to how London looks and works today. We began this project by working with one primary school and leading some riverside walks and a bridge building and photography session with local young people.



Green Detectives

We received support from the Westway Trust to run urban environmental education sessions with two primary schools in North Kensington, celebrating culture and heritage, whilst improving health and well-being. School sessions explored the green areas in North Kensington, the Westway's Wildlife Garden and Meanwhile Gardens and children created a family guide to these spaces.



ESTEEM Club

ESTEEM club participants learnt new skills (coding, crafting, making, design thinking and prototyping) while working on projects with an environmental focus and citizen science ethos. We aim to foster STEM skills while learning how to solve local environmental and social issues encouraging '21st-century skills' such as innovation, cooperation, creativity, critical thinking, communication, entrepreneurship, and resilience. We ran our first ESTEEM club at North Kensington Library with support from Imperial College London.

"It was great learning how to code and working on solving some of the planet's problems" ESTEEM Club participant

Events

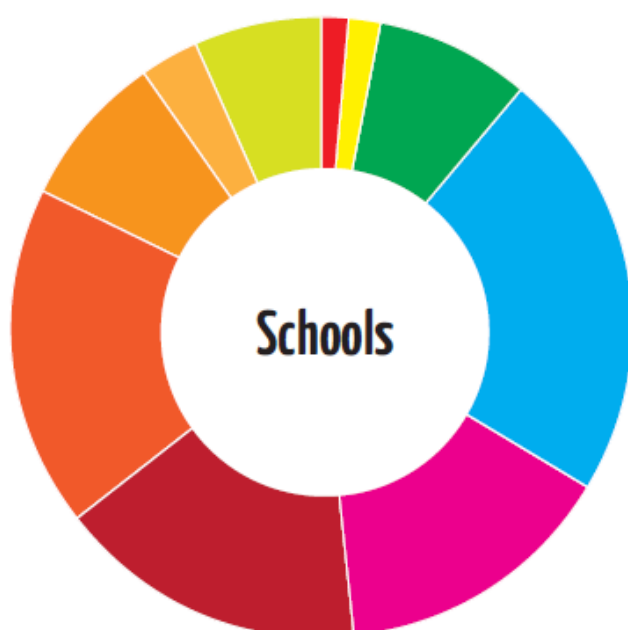
We also participated in some lively family and school events such World Car Free day and Playstreets throughout the year.

Moya O'Hara, Director



Our Work in Numbers

3,551 learning experiences, working with children, young people and adults over a range of fourteen different projects.



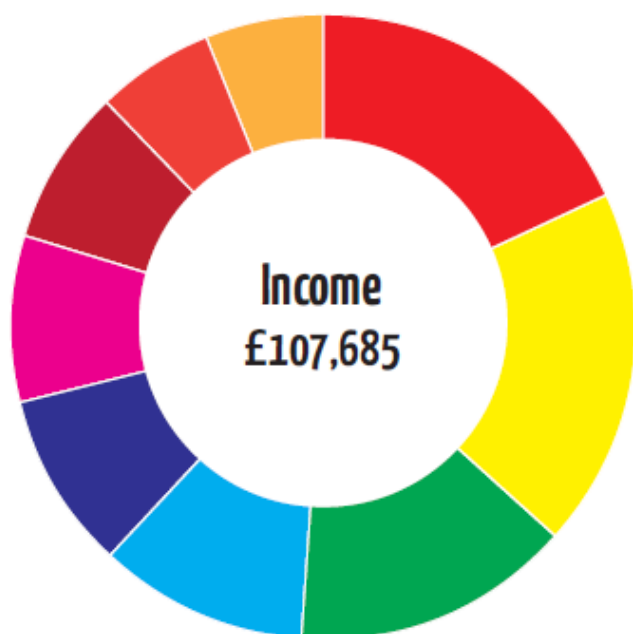
City of London	1
Bazalgette	1
Natural Explorers	5
Active Local Learning	14
Local Studies	9
Children's Parliament	10
School Travel Project	11
Mudlarks	5
Green Detectives	2
Earls Court	4



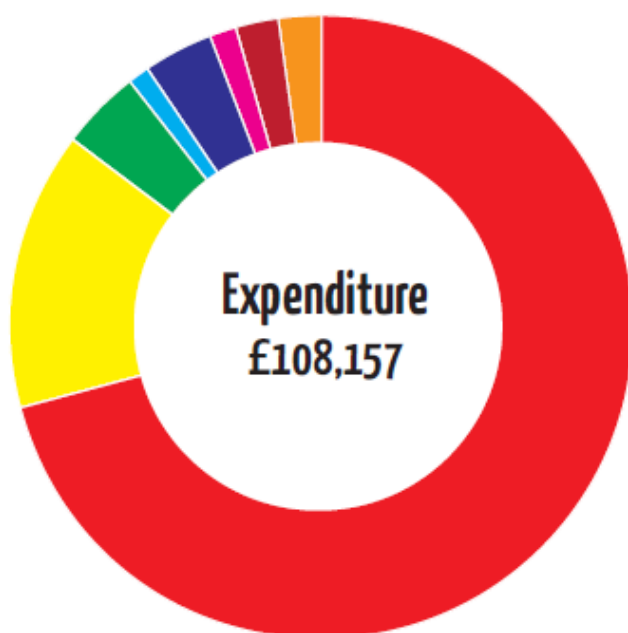
City of London	205
Bazalgette	84
Natural Explorers	40
Active Local Learning	607
Local Studies	626
Children's Parliament	396
ESTEEM	15
School Travel Project	247
Mudlarks	201
Green Detectives	121
Earls Court	225
EC Community	160
Teacher and Adult Training	123
Nature Discovery	24
Events	415

Finances

This year our income was **£107,685*** and our total expenditure was **£108,157**, leaving us with a deficit of **£472**.



	School Travel £20,000 (LBHF)
	Earls Court Project £20,100 (C&C Management Services)
	Schools and Community Projects £15,975
	Local Active Learning £11,612
	EC Community £10,225 (London Community Foundation)
	Children's Parliament £9,363 (£4683 RBKC & £4680 LBHF)
	Mudlarks £8,880 (LBHF)
	Education fees £6,678 (Schools)
	City of London Walks £6,390 (City of London)
	Bank Interest £20
	*After repayment of £1,558 to National Heritage Lottery Fund



	Salary and Pension Costs £76,802
	Freelance Staff £15,465
	Project Materials and Expenses £4,496
	Premises Costs £1,270
	Governance Costs £3,923
	Professional and Accountancy £1,453
	Printing, Stationary & IT £2,614
	Travel, Training & Sundries £2,134

Independent Examiner's report to the Trustees of Urbanwise.London Limited

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2020 which are set out on pages 16 to 24.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

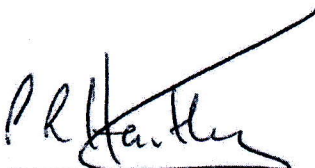
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and 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.



PAUL HARTLEY FCA

Institute of Chartered Accountants in England and Wales

P O Box 27075
London N2 0FZ

5 October 2020

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2020**

Notes	Unrestricted funds £	Restricted funds £	2020 Total funds £	Unrestricted funds £	Restricted funds £	2019 Total funds £
Income and endowments from:						
Charitable activities	107,665	-	107,665	122,465	-	122,465
Interest receivable	20	-	20	20	-	20
Total	107,685	-	107,685	122,485	-	122,485
Expenditure on:						
Charitable activities	108,157	-	108,157	113,625	1,266	114,891
Total	108,157	-	108,157	113,625	1,266	114,891
Net (expenditure)/income	(472)		(472)	8,860	(1,266)	7,594
Net movement in funds	(472)	-	(472)	8,860	(1,266)	7,594
Total funds at 1 April 2019	53,617	22,352	75,969	44,757	23,618	68,375
Total funds at 31 March 2020	53,145	22,352	75,497	53,617	22,352	75,969

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Company registration number 01762007 (England & Wales)

BALANCE SHEET AS AT 31 MARCH 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible assets	6	-	-
CURRENT ASSETS			
Debtors	7	2,536	17,871
Cash at bank and in hand		<u>141,821</u>	<u>70,356</u>
		144,357	88,227
CREDITORS: Amounts falling due within one year	8	<u>(68,860)</u>	<u>(12,258)</u>
NET CURRENT ASSETS		<u>75,497</u>	<u>75,969</u>
TOTAL ASSETS		<u>75,497</u>	<u>75,969</u>
LESS CURRENT LIABILITIES			
THE FUNDS OF THE CHARITY			
Restricted income fund	10	22,352	22,352
Unrestricted funds	10	<u>53,145</u>	<u>53,617</u>
TOTAL CHARITY FUNDS		<u>75,497</u>	<u>75,969</u>

Statement by the directors under section 476, Companies Act 2006

For the year ended 31 March 2020 the company was entitled to exemption from the requirement to have an audit under section 477(1) of the Companies Act 2006.

No notice has been deposited under section 476 of the Act by members requesting an audit of the company's accounts for the financial year.

The directors acknowledge their responsibilities for:

- (i) ensuring that the company keeps accounting records which comply with section 386, and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the company as at 31 March 2020 and of its surplus or deficit for the year then ended in accordance with the requirements of section 396 of the Companies Act 2006, and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the company.

These accounts, which have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime, were approved by the management committee on 22 September 2020 and signed on its behalf by:

Hilda McCafferty  Chair

STATEMENT OF CASHFLOWS FOR THE YEAR ENDING 31 MARCH 2020

	2020	2019
	£	£
Cash flows used in operating activities:		
Net cash generated by/(used in) operating activities	71,445	(20,805)
Cash flows from investing activities:		
Bank deposit interest received	<u>20</u>	<u>20</u>
Total cash flow	<u>71,465</u>	<u>(20,785)</u>
 Reconciliation of net expenditure/income to net cash flow from operating activities:		
Net (expenditure)/income for the reporting period	(472)	7,594
Bank deposit account interest	(20)	(20)
Decrease/(increase)/ in debtors	15,335	(9,163)
Increase/(decrease)/ in creditors	<u>56,602</u>	<u>(19,216)</u>
 Net cash generated by/(used in) operating activities	<u>71,445</u>	<u>(20,805)</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

- a) *Basis of preparation of accounts:* The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value. Urbanwise.London Limited meets the definition of a public benefit entity under FRS 102.
- b) *Going concern:* The trustees have considered the charity's ability to continue to operate for the next 12 to 18 months. Despite the difficulties set out in the Trustees' Report, the Director has been able to continue with fundraising and manage available resources so that the trustees are satisfied that the charity will continue to be able to operate in furtherance of its objectives and meet its liabilities as they fall due for the foreseeable future. In particular, the charity is very grateful for the support of all its funders which has enabled work to continue to prepare for the time when lockdown restrictions are eased. The names of the funders are set out in Note 2.
- c) Donations include local authority grants, other donations and gifts made on a voluntary basis, that are not conditional on delivering certain levels or volumes of a service. Income from donations and grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- d) Income from charitable activities includes money earned both from performance-related grants for educational projects and from fees paid by schools for the provision of local studies sessions and similar activities. The income is recognised in the year in which the relevant project or session is undertaken, grants relating to expenditure in future periods being treated as deferred income.
- e) The charity has two types of funds. Funds donated subject to specific trusts under charity law are classed as restricted funds to be used for specific purposes as laid down by the donor. Donations without further specified purpose and other incoming resources are classed as general funds
- f) The value of services provided by volunteers has not been included in the charity's income.
- g) Interest income is recognised in the accounts in the year in which it is received.
- h) Expenditure is recognised on the accruals basis as a liability is incurred. Expenditure includes attributable VAT which cannot be recovered.
- i) Expenditure is allocated to project work where the cost relates directly to that activity. Costs including central functions that support the delivery of activities and services in the furtherance of the charity's objectives are allocated to activity cost categories on the basis of relevant staff time.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 - continued

1. ACCOUNTING POLICIES - continued

- a) Governance costs include costs of the preparation, examination and filing of statutory accounts, the cost of trustee and general meetings and administration and the cost of any legal advice to trustees on governance or constitutional matters. Staff costs are allocated to governance activities on the basis of employee time spent on company administration and supporting trustee meetings.
- b) Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less residual value over its expected useful life, as follows:-

Fixtures, fittings and equipment	10% straight line
Computer equipment	33% straight line
- c) Pension costs: the charity does not operate a staff pension scheme. However, it makes contributions to the personal pension schemes of the employees, the cost shown in the accounts being the charity's share payable in the year. The cost is allocated to activities in the same proportion as other staff costs.

2. INCOME FROM CHARITABLE ACTIVITIES

	Restricted £	Un- restricted £	2020 Total £	2019 Total £
LBHF grants:				
• Children's services	-	11,612	11,612	11,612
Project funding by LBHF:				
• School Travel Project (LBHF/TFL)	-	20,000	20,000	20,950
• Children's parliament	-	4,680	4,680	4,460
• Mudlarks	-	8,880	8,880	1,980
Play Street		1,000	1,000	-
Big Lottery Fund		3,700	3,700	12,200
Heritage Lottery Fund:				
• Tales of the Thames Path	-	-1,558	-1,558	4,600
EC Community Fund		10,225	10,225	-
C&C Management Services re Earl's Court project	-	20,100	20,100	20,100
John Lyons Charity Urban Steam project		3,000	3,000	-
Royal Borough of Kensington & Chelsea				
• Children's parliament	-	4,683	4,683	4,460
• Energy champions	-	-	-	940
Hammersmith United Charities		-	-	5,000
National Heritage Bazalgette project	-	1,500	1,500	-
Westway Project	-	-	-	2,800
West London Zone	-	3,785	3,785	9,345
Imperial College	-	1,980	1,980	-
City of London City Walks	-	6,390	6,390	4,405
Genesis Oaklands	-	-	-	4,160
London Community Foundation	-	1,010	1,010	7,278
Other project income	-	-	-	-
Education fees	-	6,678	6,678	8,175
	-	107,665	107,665	122,465

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

3.1 CHARITABLE EXPENDITURE

	Direct costs	Support Costs	Total 2020	Direct costs	Support costs	Total 2019
Salary and pension costs (Note 4)	56,799	20,003	76,802	54,954	19,400	74,354
Freelance staff	15,465	-	15,465	13,482	-	13,482
Projects/materials & expenses	4,496	-	4,496	8,710	-	8,710
Premises costs (see note below)	847	423	1,270	5,333	2,667	8,000
Printing, stationery & comms	1,743	871	2,614	1,457	729	2,186
Governance costs (Note 3.2)	-	3,923	3,923	-	3,009	3,009
Professional and accountancy	-	1,453	1,453	2,100	1,453	3,553
Computer and internet expenses	-	165	165	-	179	179
Travel and conferences	266	30	296	389	38	427
Training	517	108	625	155	72	227
Sundries	524	524	1,048	382	382	764
	<u>80,657</u>	<u>27,500</u>	<u>108,157</u>	<u>86,962</u>	<u>27,929</u>	<u>114,891</u>

Expenditure attributable both to projects directly and to the support of charitable activities is allocated between the different activities on the basis of estimated staff time spent/resources expended.

Premises costs in 2019 included a provision of £6,310 to cover service charges and other costs arising in the period between the expiry of the sub-underlease and final vacation of the premises at Lilla Huset. This provision has been carried forward in 2020.

3.2 GOVERNANCE COSTS

	Total support costs 2020 £	Total support costs 2019 £
Salary and pension costs relating to governance	2,389	2,358
Independent Examination: fee waived for 2018 and 2019	500	(500)
Annual accounts printing	890	1,010
Annual General Meeting costs	<u>144</u>	<u>141</u>
Total governance costs	<u>3,923</u>	<u>3,009</u>

An accrual had been made in 2018 for the cost of the independent examination of the accounts. In the event, the Independent Examiner said she would waive her fee for that and all subsequent years, so the accrual was written back in 2019.

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

4. STAFF COSTS AND NUMBERS

	Governance	Direct & Support	Total 2020	Governance	Direct & Support	Total 2019
	£	£	£	£	£	£
Salaries and wages	2,056	65,950	68,006	2,046	62,837	64,883
Social security costs	226	7,181	7,407	205	6,862	7,067
Pension costs	107	3,671	3,778	107	4,655	4,762
	2,389	76,802	79,191	2,358	74,354	76,712

No holiday pay has provided in the current period as the amount involved is negligible (2019: no holiday pay provided).

There were three employees during the year (one full-time and two part-time employees) (2019: one full-time and two part-time employees). No employee earned more than £60,000 (2019: no employee earned more than £60,000).

Urbanwise.London is a Living Wage employer.

5. TRUSTEE EXPENSES AND TRANSACTIONS

There were no trustee expenses to be reimbursed in the year and no trustee or any person connected with a trustee received any remuneration (2019: no trustee expenses or remuneration). There were no transactions between the charity and Hammersmith Community Gardens Association. In 2019 the charity invoiced Hammersmith Community Gardens Association £650 for project work walks and events and was invoiced £330 by Hammersmith Community Gardens Association for project work. Nil was outstanding between the charity and Hammersmith Community Gardens Association at the year end and nil at 31 March 2019.

6. TANGIBLE FIXED ASSETS

	Furniture & Equipment	Computer Equipment	Total
	£	£	£
Cost:			
At 1 April 2019 and 31 March 2020	5,229	8,975	14,204
Depreciation:			
At 1 April 2019 and 31 March 2020	5,229	8,975	14,204
Net book value:			
At 31 March 2020	-	-	-
At 31 March 2019	-	-	-

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

7. DEBTORS

	2020 £	2019 £
Fees receivable	1,249	15,215
Payroll taxes (employer allowance)	1,176	2,517
Prepayments	<u>111</u>	<u>139</u>
	<u>2,536</u>	<u>17,871</u>

8.1 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Income deferred in current year (Note 8.2)	58,500	5,000
Payroll taxes	-	-
Other creditors and accruals	<u>10,860</u>	<u>7,258</u>
	<u>68,860</u>	<u>12,258</u>

8.2 ANALYSIS OF MOVEMENT ON DEFERRED INCOME ACCOUNT

	2020 £	2019 £
Deferred income at start of year	5,000	26,905
Amount applied to relevant expenditure	(5,000)	(26,905)
Amount received during year	<u>58,500</u>	<u>5,000</u>
Deferred income at end of year	<u>58,500</u>	<u>5,000</u>

Deferred income represents the proportion of grants and project income received for which the relevant expenditure has not yet been incurred by the charity.

9. STATEMENT OF MOVEMENT IN FUNDS

	1 April 2019 £	Incoming Resources £	Outgoing resources £	31 March 2020 £
Total restricted fund	22,352	-	-	22,352
Unrestricted funds	<u>53,617</u>	<u>107,685</u>	<u>(108,157)</u>	<u>53,145</u>
Total all funds	<u>75,969</u>	<u>107,685</u>	<u>(108,157)</u>	<u>75,497</u>

NOTES FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020 (continued)

10. STATEMENT OF DISPOSITION OF FUNDS AT 31 MARCH 2020

	Unrestricted Fund £	Restricted Fund £	Total £
Current assets	122,005	22,352	144,357
Current liabilities	<u>(68,860)</u>	<u>-</u>	<u>(68,860)</u>
	<u>53,145</u>	<u>22,352</u>	<u>75,497</u>

The restricted fund comprises the Development Fund (£22,352), which was established in 1989 for costs associated with the move to new premises, and any balance remaining unspent on grants provided for specific projects. The Development Fund will provide for any sustained shortfall due to a reduction in our various sources of income. It has not been necessary to use any of the Development Fund in the current year.

The whole of the restricted fund is represented by cash at bank. The remaining assets and liabilities of the company belong to the Unrestricted income fund, which is the cumulative surplus on the charity's activities.

11. STATUS

The Company, which is limited by guarantee, was formed in 1983 otherwise than for profit and is registered as a charity. The liability of each member is restricted to £1.