



THE BAYTREE CENTRE

CIO 1175145

TRUSTEES' REPORT & ACCOUNTS

FOR THE PERIOD

1ST SEPTEMBER 2019 – 31ST AUGUST 2020

LETTER FROM THE CHAIR

We started the 2019-2020 academic year full of hope and we remain full of hope as the year comes to a close.

It goes without saying that the impact of a global pandemic, social injustice voiced by the Black Lives Matter movement and funding cuts, have showcased the inequalities that are so persistent in London as well as throughout the United Kingdom. In Lambeth, our staff, volunteers, users and their families have experienced some of the most adverse fallouts. Baytree has continued to work with women and girls by adapting our delivery to support their needs through this critical time.

We have worked with 270 women and 250 girls in new ways. The pandemic and its consequences have pushed us to be innovative, flexible and quick to respond in new ways to existing needs and to meet emerging needs in whatever way we could. This has meant moving all our provision online from March to August, dedicating more one to one time to each of our users to ensure the physical isolation brought on by the lockdown did not affect them in a negative way, employing staff to deal with new services needed, increased staff hours; increased staff training and tools, devising ways to keep our users safe online, and being very creative supporting women and girls despite social distancing.

Although our planned fundraising work was interrupted, we have been overwhelmed by the level of solidarity we received from volunteers who donated their skills and time. We would like to thank Anna Lacuzzi and Lamorna Short, who worked tirelessly with the Senior Management Team on a number of areas and are just two out of very many. We set up a Family Fund, in conjunction with our partner Wonder Foundation, to provide essential goods to women who have no recourse to public means and no resources to get their children to access to online schooling. We would like to thank Astrid Weston and many others who have donated generously. John Lewis surprised us with two very generous gifts, including tablets and electronic equipment which have been the foundational base for our lending library.

Partnership working, especially now, has been at the heart of our way to reaching out to more people by accessing more expert help locally. We want to thank our Building Young Brixton partners with whom we have supported over 1000 young people as well as PFA consortia that has afforded Baytree an opportunity to play a part in a much bigger story; making the lives of Lambeth residents and beyond a little more connected, and a lot better. At the European level, we have been part of two very exciting projects thanks to RED GLOW, supporting 1000 young girls across the EU and FATIMA supporting 250 migrant and refugee women also EU wide. We want to thank Wonder Foundation for their contribution to making these two projects happen and sharing their learnings.

I would like to thank our staff for their unwavering dedication and hard work. Their efforts ensure that Baytree remains relevant in providing solutions to support women and girls to attain social inclusion as well as better life chances through our educational activities.

I thank our funders for their support that allows Baytree to continue this important work. Despite the challenges we have faced in 2020, our take on it is one of hope. Challenges are unavoidable moments for us to come together, to be creative and to fuel our passion to keep supporting women and girls to become educated, employed, skilled and connected.



Dorothea Eyewumi, Chair

The Trustees of The Baytree Centre present their report and financial statements for the period 1st September 2019 to 31st August 2020. The financial statements have been prepared based on the accounting policies set out in note 2 to the financial statements.

OBJECTS

As set out in our CIO registration The Baytree Centre provides educational programmes for women and girls facing deprivation, isolation and barriers to social inclusion and mobility.

ACTIVITIES

The Women's Service provides a range of services to women through the Social Mobility Programme and educational training.

The Youth Service provides a safe and supportive space for girls to develop academically and personally.

The Volunteer Service is essential to Baytree as with limited resources, volunteers deliver the majority of our activities whilst being supported by our staff.

In setting out our programme each year we have regard to the Charity Commission's general guidance on public benefit and the Advancement of Education for the public benefit. The trustees always ensure that the programmes we undertake are in line with our charitable objects. Our aim is that each individual beneficiary reaches their full potential.

HOW WE WORK

The Baytree Centre was founded over 25 years' ago as a project of a national educational charity, Dawliffe Hall Educational Foundation (DHEF) to respond to the local needs at the time of the Brixton Riots. We are now reporting on the third year as an independent charity and continue to respond to the needs of our beneficiaries.

The Baytree Centre is a women-only safe place, providing one-to-one mentoring and group integration programmes. Volunteers help us deliver regular activities as well as youth and women mentoring whilst fully supported by our staff. Working with our partners and finding new partners has enabled us to deliver the required support and opportunities.

There can be a number of barriers to inclusion, such as: lack of English language skills; lack of opportunities to learn in culturally appropriate settings; inability to access employment opportunities; poverty; poor housing; isolation; depression; racism and discrimination, abusive homes; family breakdown; and a lack of family support and structure. During the pandemic, inability to access online services became a bigger barrier and we were able to help with our lending library of phones and computers. Our programmes are developed to help our beneficiaries to overcome these barriers. Activities benefit the whole family, involving parents/carers in their children's education remains central to our mission.

The Baytree Centre's policies and procedures remain the framework within which it operates. They define what our organisation does and how we do it. We have a range of policies and procedures essential for the smooth running of our organisation, and full copies of all policies are available on request. We are committed to safeguarding our young people and vulnerable adults; equality and diversity; and health and safety. During the pandemic we needed to be innovative in the way we interact in supporting beneficiaries and at the same time protecting our staff and volunteers.

VOLUNTARY HELP

The trustees are very grateful for the hundreds of volunteers who help to make the Baytree Centre the welcoming and safe environment that it is. They contribute their own talents and life experiences to help our beneficiaries attain their goals and we could not operate without them. Our wide network of volunteers was crucial to our response to the pandemic. As people's personal circumstances changed during the pandemic we were able to offer a meaningful way of supporting others. We witnessed the generosity in time and talents from our volunteers and this helped everyone connected to the Baytree Centre to feel part of the Baytree Family.

ACTIVITIES : ACHIEVEMENTS : PERFORMANCE : IMPACT

WOMEN'S SERVICE



267 women accessed the Women's Service

186 women participated in our Social Mobility Mentoring programme

167 women attended ESOL classes and other educational courses

72 women were supported with Employability skills and applications

30 women attended Financial Literacy workshops

119 women participated in Integration events and Well-Being activities

This year was divided into two very distinct periods. During the first half of the year, we continued to build on and consolidate the initiatives of the previous year. In March, the onset of the Covid-19 crisis dramatically affected our users and their requirements of us. As a result, the second half of the year was spent adapting both the content of our delivery (to meet our users' revised needs) and the manner of delivery (to allow us to deliver remotely).

FIRST HALF

We expanded our support on employability, with the Step into Work project (funded by John Lewis) starting in September 2019 and the Women into Work project (Berkeley Foundation) fully operational. Thanks to these two projects and our participation in the Place For All consortium, we also made great progress in strengthening our partnership work and staff built firm relationships with other organizations. This proved invaluable in helping us to work together remotely during the second part of the year.

TRANSFER TO REMOTE PROVISION

With the onset of the COVID+19 pandemic, we had to rapidly adapt our services to provide continued support and engage users in the new environment. Even in the new difficult and unexpected reality, some things worked very well: our ability to adapt to new ways of working, ability to adapt our services and teamwork between partner organizations.

Remote provision has contributed positively to the services outputs and we have been able to reach more people than we could have imagined when the lockdown started.

We had an agile response in adapting the services and we migrated to remote support in a very short time. All staff members started delivering from home straight away, being very creative on how to engage our users (assessing their personal situation and access to technology). The staff improved their IT skills, with many of them learning and adopting new technologies like Google Forms, Zoom, and Youtube.

Nevertheless, most of the challenges that we have encountered this year have been related to the COVID-19 crisis. We had to adapt our services very quickly to the new reality and to the users' changed needs. This was a challenge for our staff. The situation has put significant pressure on them, as they had to adapt services, support users, and deal with more complex issues, while adjusting to working and delivering remotely.

SOCIAL MOBILITY PROGRAMME AND PANDEMIC SUPPORT

Financial management and employability had been identified as strategic areas for the programme. In September 2019, we kicked off the Step into Work project (funded by John Lewis). We also successfully completed the Women into Work project (funded by the Berkeley Foundation).

With the onset of lockdown, we experienced a dramatic change in our users' needs. The Baytree coaches continued to support women remotely with mentoring sessions and regular wellbeing check-ins through phone and/or video calls. However, the content of the sessions shifted away from planning and working towards medium and long-term goals, towards focusing on pressing needs and short-term issues such as support with benefits.

We experienced a very marked increase of demand for support with food, benefits, housing, employment, mental health and domestic violence. We put in place support to assist users to access food vouchers and spent significant time liaising with agencies and advocating on behalf of our beneficiaries. Where we did not have expertise in-house, we worked closely with other organizations to ensure our users' needs were met.

With the experienced demand for welfare support, we recruited a dedicated welfare adviser on a short-term contract until December 2020 and will evaluate the possibility of extending this service depending on funding. We have also identified the need of staff upskilling in certain areas and have organized training that will cover employment rights, immigration, welfare, and accessing public funds.

At the outset of the pandemic, we also created a Family Fund to help the most vulnerable families and those most affected by the crisis, with their utility bills, food and other essential needs.

Monitoring and evaluation of the Social Mobility Programme was a challenge during the pandemic, as our normal means of assessment was no longer appropriate. The uncertainty, fear and stress that the COVID-19 crisis created in many users, prevented them from working towards the long term goals against which we would normally measure progress via our Goal Action Plan tool. As such, we had to measure the progress in a more informal way, through staff observations and user feedback.

ESOL TUITION

Our ESOL lessons have continued to be core to our provision throughout the year and quickly and successfully moved to remote delivery with the onset of the pandemic. We were impressed with the very good uptake for remote learning, particularly given many of our ESOL students have limited familiarity with technology.

In fact, the crisis has highlighted the importance of technology as well as having IT skills for everyday life and we have identified the need and opportunity to integrate IT into our adult learning services (both ESOL and other courses) to ensure that our users have adequate IT skills to access the information, resources, and support that they need.

On a less positive note, the termination of our main ESOL funding stream (local government Early Years) has caused a reduction in delivery hours available during the second part of the year.

BLENDED DELIVERY

Whilst remote delivery presented many challenges, it also proved to be convenient for some users, saving time and not needing to worry about childcare. We are now slowly moving back to on site delivery. In the coming months we will have a combination of remote delivery and face-to-face delivery, ensuring the safety of both users and staff. We envisage offering remote support for some services even after the crisis is over, as it offers flexibility and access to a broader audience.

PRIORITIES FOR NEXT YEAR

- **ESOL:** Reassess the level of ESOL delivery from January 2021. Language is the main barrier that most of our users face. We would like to increase the number of lessons to cater for as many students as possible.
- **Accountability:** In the last few months the service has made an effort to ensure all relevant information is recorded in Views in a timely manner. We have worked with the Monitoring & Evaluation officer to ensure a thorough monitoring of all remote delivery. Some tools had to be adapted and new ways of measuring improvement have been discussed. Next year we need to make sure that all the mechanisms to measure our impact are up and running.
- **Social Mobility Programme:** Go back to the 3 tiers of engagement, model that we had before, offering the users different levels of support depending on their needs.
- **Outreach:** The Women's Service strategy for 2020 was to diversify the clients we serve under our Social Mobility Programme, reaching to local people and native English speakers. This has not been possible due to the Covid crisis but it is still our long term strategy. With more capacity in the team, we envisage starting this outreach in January 2021.
- We would like to expand our support on two areas that are critical for most users: Employability and welfare advice.

QUOTATIONS FROM USERS

"During COVID19 lockdown I was so afraid I didn't even want to leave my small flat for a walk. I was in pain as my father and 3 siblings died in Ecuador. I was terrified as my cousin was in King College Hospital in a ventilator. I was exhausted as my children were all at home, demanding my attention... Baytree was once again an Oasis of peace. My Mentor helped me, console me, and listened to me and little by little I regained my inner peace to be able to navigate this crisis without sinking"

"When I got out of hospital I found there was no food at home, I was exhausted but thanks to my Baytree Coach, immediately I got essential food for my children and my family, she went to the pharmacy and got additional medicines, she referred me to the local food bank, and I felt at peace knowing someone has our best interest at heart"

"Me and my husband had nothing. We owed 3 months of rent and were hungry, I am pregnant too. Baytree was quick to help not just with food, but also connecting us to local organisations and helping us communicate with our landlord who gave us 3-month free rental. I was set up with a coach and started ESOL classes. I thank God for Baytree"

CASE STUDY

HA was referred by a member of staff as both her and her husband had lost their jobs as a result of the pandemic. She is a mother of 4 living in social housing. She had a large amount of debts (which if not for the pandemic would have resulted in her having utilities being disconnected).

She was in need of support with food and finding work. She was distressed and anxious about being judged and not being able to cope. She was unsure as to what opportunities were available in the local area and how to access support.

From the initial contact HA was given hope that these issues could and would be resolved. HA was referred to Centre 70 to receive some specialist support with debt management and consolidation.

to the advice sessions. Food bank vouchers were issued whilst the debts were being dealt with and during the regular telephone coaching sessions with HA we worked on developing her confidence and identifying, empowering her to draw on the excellent skills she had to be able to look for a job and deal with everyday life.

All notices and opportunities available in the areas were shared with HA on a regular basis. She was also awarded a Baytree Centre Family Fund payment to assist with the family's needs. Centre 70 managed to assist her in having some of her debts written off and accessing grants to help with a negotiated payment plan.

She found a job and was supported with practice and tips for the interview - she was successful and started working in a charity supporting others in need. She has now become a member or a referring organisations and as her home situation is now settled she is more confident and proving to be a great success.

Her husband has also found employment. The family, as a whole, are now in a stable and sustainable position.

YOUTH SERVICE



256 girls benefited from over 2700 hours of provision

133 girls participated in activities which are fun and contribute to their personal and social development

151 girls participated in academic and STEM activities

105 girls accessed SPARK provision

149 girls engaged remotely with our services between 17 March and 31 July

97 girls participated in mentoring

The Youth Service has continued to deliver relevant and impactful programmes to support young women and girls to achieve their best in their education, careers, and in their wellbeing. COVID 19 and the lockdown implemented in March drastically changed how we work and we are very proud of what we achieved in the face of such unexpected and unprecedented events.

TRANSFER TO REMOTE PROVISION

We are proud that we were able to quickly move our delivery online, establishing a platform to share activities that young people could do at home and launching both Into School and Spark sessions online from the day the Centre closed. Within a very short period we had elements from across the spectrum of our youth provision up and running remotely. This included: weekly 'live' online group sessions such as Maths, ESOL, Reading, Hangouts, Art, Exercise, Quizzes and 1-1 Mentoring. For young people who we identified as high need or at risk, we carried out weekly wellbeing check ins to offer support and ensure their safety. As part of a Centre wide programme to support those with limited access to technology, we also loaned seven laptops to young people who needed them to access schoolwork and participate in Baytree activities.

Mindful of the security challenges raised by online provision, we held a remote Baytree Council meeting and, alongside staff, Council members wrote and reviewed a new Code of Conduct for online sessions. We also discussed with them different ways of keeping young people engaged and supported during lockdown.

Whilst many of our clients did participate in our activities during lockdown and feedback from them was very positive, engagement was an issue for many. The numbers of girls accessing our service dropped by 20% from 2018/2019 to this year. Many said that they did not have the capacity to engage remotely and preferred to wait until things were back to normal. We also measured a decline in engagement as lockdown went on, with young people tiring of doing everything online and preferring to be outdoors as the weather improved.

Many of our outcomes, such as increased academic achievement or higher self-esteem, were difficult to achieve in a year such as this one. Moreover, remote provision has also meant that we have been unable to measure impact using our pre-existing tools. That said, observations from staff, feedback from users and their continued engagement despite the multiple barriers demonstrate that our interventions have played a critical part in helping young women and girls cope with their academics, wellbeing and relationships.

LOCKDOWN USER NEEDS ASSESSMENT

At the beginning of April, in conjunction with the Women's Service, we undertook a focused User Needs Assessment, calling all our beneficiaries to find out how they were coping with the lockdown and what support they would like to receive from us. The exercise was highly informative. Some of the recurring messages and needs included that:

- up to a third of our clients had limited access to the internet and or devices making it difficult for them to access their schoolwork and other recreational activities;
- additional academic support, regular wellbeing check-ins and opportunities to spend time with other young people were priorities;
- due to a variety of factors including precarious immigration status and minimal English language ability, many families were unsure of what help (including in respect of government benefits) they were entitled to and/or how to access it;
- others needed help to access food and financial support.

POSITIVE ACTIVITIES: GEMS/ACADEMIC & STEM

Take up for our Maths and English programmes remains high, as parents are often keen for their children to receive extra support in these areas. Throughout lockdown, girls were able to participate in Maths, Reading and general hangout sessions. Although attendance during that period was uneven, those that did engage responded positively to the activities. Particularly true, in the case of only-children, having contact with their peers.

Funding from Children in Need and the Wellcome Trust meant that we were also able to significantly develop our STEM offer. Although, uptake and enthusiasm for these programmes was gradual, we worked hard to make them engaging and accessible in a number of ways. For example, in addition to our Science Clubs, we also incorporated scientific themes into pre-existing sessions, and also launched new STEM focus clubs, such as Coding.

SPARK

We have piloted and developed a leadership programme in Spark as part of our participation in the EU funded partnership RED Glow. Junior Spark, Football and Herstory sessions were also launched and well received by our age 11-13 cohort, for whom we had been keen to develop more activities, having noticed that this was an age at which young people often stopped coming to Baytree.

SPARK provision this year has included: workshops, one-to-one support, work-experience, volunteering opportunities and a leadership programme. Girls have not only been able to benefit from a safe space for to talk about issues that are affecting them, they have also participated in a broad range of programmes, such as:

- a social action project delivered in partnership with Taking Up Space, a female led design agency, where they produce a pamphlet on how to deal with and report sexual harassment;
- a theatre skills project in which they worked with a playwright and theatre director from the Young Vic to create and write their own play. This was transformed into a digital scrapbook, when the live performances could no longer take place because of the pandemic;
- employability skills support, provided by 15 young volunteers during GEMS sessions on a weekly basis;
- external work experience opportunities, which was undertaken by 5 girls across the October and February half terms;
- the Future Talent project in which 10 girls participated in employability skills building days.

Spark club sessions moved online in March. The main focus of our weekly sessions was on staying socially connected, ensuring wellbeing and creating and maintaining healthy routines. We did this by creating a safe space to talk about their experiences and concerns, as well as playing games and sharing other activities. In response to the Black Lives Matter movement, we ran a session providing the girls with a space to express their sadness and anger and experiences of systemic racism.

MENTORING

Mentoring continues to be our most requested activity. In response to this high demand, this year we are pleased to have: recruited a significant number of new mentors; arranged additional administrative support; and implemented new processes. Together, these measures have streamlined the matching process.

Lockdown presented a number of challenges for the mentoring programme. Many of the girls who had been receiving mentoring did not have the resources (technology and/or appropriate space) at home to enable them to continue to participate. The circumstances for volunteers also changed, meaning that some were unable to continue to mentor (for a period at least). Finally, we had to devise new procedures, safeguarding measures and resources to ensure remote mentoring was safe and effective.

In spite of these challenges, 62 girls received weekly one-to-one academic and personal development mentoring online during lockdown. This mentoring was delivered by a combination of youth workers and existing and newly recruited mentors. This year, we also continued to deliver mentoring throughout the summer holidays, as we felt it was critical that young people could still access academic and emotional support during this period. Girls really valued the focused one-to-one attention and encouragement of an adult that they trust. Whilst the sessions were often shorter than the ones held in the Centre because of the fatigue that comes with meeting online, both mentors and mentees have been very positive about their mentoring relationships.

INTO SCHOOL

This has been a very challenging and rewarding year for our INTO School programme, within which girls receive ESOL and maths lessons and support with school applications, as well as participating in positive activities, such as art and wellbeing workshops. As well as our standard core provision, we also delivered various activities in partnership with external organisations, such as the continuation of our partnership with The Running Charity and our project with the Dulwich Picture Gallery around the theme of journeys. The girls benefited a lot from both of these initiatives.

As the participants in the INTO School programme are often very isolated as they are new to the UK and don't have a place in education, the onset of lockdown was particularly challenging for these girls, only adding to the sense of isolation and reducing still further their opportunities. It was therefore critical that we were able to very quickly adapt the programme to be delivered remotely and it became a real lifeline for our young people. Moreover, a benefit of remote delivery was that we were able to support young people from across London who typically wouldn't have travelled to the Centre because of distance. We are delighted that 90% of the girls on the programme have gone on to secure either a place in education or a job and that 95% of the girls reported that their English had improved as a result of their participation on the programme.

SUMMER PROVISION

In August 2020 we delivered 4 weeks of summer activities at the Centre for girls aged 11 and above. The restrictions of COVID-19 required us to make huge changes to how we would normally deliver summer activities - only 7 young people were allowed in each session at the Centre as opposed to the 30+ plus girls we would normally take out on daytrips. Nevertheless, the activities, which included film making, cosmetic making, photography, a bake off, aroma-therapy, animation, creative chemistry, and mural art, were very well received with the girls reporting that they thoroughly enjoyed being back at Baytree and seeing their friends in person.

Concurrently, we also delivered online workshops for girls under 11. These included weekly Maths, Reading & Science, as well as a general hangout that featured fitness, quiz and dance sessions.

We received funding from Kitchen Social's Summer of Food and Fun for our summer provision and as a result were able to provide free takeaway hot food for all girls who attended sessions at the Centre. We also provided free 'take and make' recipe box kits for families and girls under 11 who

could not attend the Centre and gave out free activity bags (including sports, creative and educational resources) to all girls who were engaging from home.

Summer provision was also provided an excellent opportunity for us to pilot our COVID secure delivery and stood us in good stead for our transition back to the Centre in September 2020.

PLANS FOR THE FUTURE

- **Engaging parents:** Working with parents remains our top priority as a way to ensure that our work supporting women and girls is really sustainable.
- **Beneficiary needs:** More than ever, it is vital that we are in tune with the needs of our beneficiaries and that our delivery reflects this. We plan to continue to work with young people to ensure that we have a good understanding of their needs and are meeting and listening to them: through our activities; by working with the Baytree Council; and by holding regular focus groups.
- **Monitoring and evaluation:** We are also reviewing our monitoring and evaluation processes to ensure that we are getting data that clearly demonstrates impact and areas of development, in line with the service's overarching aims and objectives.
- **Key workers:** The key worker approach for high need young people proved very successful during lockdown. Formalising that a specific youth worker should be the main point of contact for these young people, will help us ensure that we continue to deliver targeted and high-quality support.
- **Into School:** Brexit and the pandemic appears to have led to fewer people migrating to the UK and we are experiencing a dip in applicants requiring the support of our INTO School programme. As a result, we are considering how else and who else the Into School programme will support should the number of people requiring ESOL provision and support entering education because of their migrant/refugee background continue to decline.

CASE STUDY

Natalia is 17 and the eldest of 4 siblings, 16, 9 and 2 in age.

Natalia attended Baytree for the first time in 2014 and attended after school clubs such art, gymnastics and creative writing and received weekly mentoring sessions. When her mum had another baby and Natalia's commitments at home as well as at school increased, she stopped coming to Baytree regularly but knew that Baytree's doors would always be open for her.

In 2018 Natalia started a Health and Social Care course at college. Needing to complete a placement in her first term of her course she came back to Baytree to see if Baytree could support her. Natalia was offered to opportunity to undertake her placement at Baytree, volunteering in cookery club over 6 months. To secure her placement, Natalia had to write her CV as well as fill out an application form answering questions about her reasons for wanting to do her placement at Baytree and the skills she could contribute, as this was considered valuable employability experience for any future job applications. Before starting her volunteering, placement Natalia attended a one to one induction and training session to prepare her for her role. She also completed a safeguarding training as well as a DBS check.

Natalia really enjoyed her placement and developed quickly within her role. She quickly grew in confidence and developed and demonstrated her talent and skills in working with and supporting others. She showed kindness, empathy and patience working with the girls and learned and implemented valuable behaviour management techniques alongside ways meeting the varying needs of individual girls.

In the 2019 Spring term, Natalia's course required her to complete a further two-weeklong placement. Struggling to find a second placement we contacted Baytree's BYB partner charity IRMO who was able to offer Natalia her second week long placement. Natalia, being Latin American, is fluent in Spanish and IRMO were therefore happy to have her on board.

Whilst initially Natalia did not communicate when she was running late or was called in for a last minute meeting at college, both placements supported Natalia to improve her communication skills, self-management and time keeping, team work as well as independent working skills. Taking part in the placements, Natalia developed initiative and a sense of responsibility over her work.

Natalia had also been attending Spark again regularly since the start of her first volunteering placement at Baytree where she rekindled old friendships and made new friends and became more aware and interested in discussing social issues within her community. She took part in the planning and facilitating of Baytree's Sparking Change Women in Leadership Conference where she learned valuable project management skills and had the opportunity to network with a range of professional women from different sectors.

In the 2019 Autumn term, Natalia took part in a social action project with female led design agency, Taking Up Space, to create a range of information leaflets for girls and young women on sexual harassment, on the streets and in schools, and their rights in relation to this. Natalia was incredibly engaged in the project and asked many well thought out questions when the group was given the opportunity to meet with two local police officers to discuss the reporting process for sexual harassment and assault. Natalia said: 'It was so empowering and reassuring to do the project and meet with the police. I never knew that many of these things were actually a crime. As young women society tells us it's our fault when men do these things to us but now, I know that's not true and now I also know where to report it and how'.

When the pandemic hit Natalia struggled to find a healthy routine for herself, keep up with her college work and find time for herself. Living with her family of 6 in a small flat was challenging. Natalia took on a lot of chores in the home, including cooking for the family and looking after her two younger siblings whilst her parents still went out to work, regularly. She didn't have a lot of time and space to herself. Natalia received increased one to one support and we spoke about ways in which she could make sure she was still engaging in college and creating a healthy routine which would increase her wellbeing. Natalia started doing some work outs at home, took up drawing and started writing a journal. When the time came to submit her final coursework for the end of her college course, Natalia moved in with her grandmother where she was able to have a bit more time and space to concentrate on her work.

Still unsure about what she wanted to do with her future, Natalia decided to take a gap year. Keen to gain as much experience as possible in a range of areas she is interested in (youth work, nurseries, nursing, mental health, counselling) as well as saving up some money, Natalia was encouraged to apply for a Youth Worker position at Baytree's BYB partner charity High Trees. She received support with the application as well as interview prep support. Whilst she wasn't offered the original full-time position, she made it through to the final stage and was offered sessional work. The pandemic and the recession have made finding other suitable paid or voluntary face to face placements, challenging. Reporting feeling lost and worried about her future, Natalia was matched with a mentor to support her through this time of her life. Having been a previous Spark volunteer, Natalia and her mentor already had a strong relationship and were able to hit the ground running.

VOLUNTEER SERVICE



This year has been both inspiring and challenging in many ways for the Volunteer Service. We have continued to develop and strengthen the service to ensure volunteer experience is positive and meaningful. One of our key outcomes is that volunteers feel valued and part of Baytree, this has been reflected this year and demonstrated by the commitment and support they have continued to show whilst we adapted our services to continue meeting the needs of our beneficiaries. Volunteer involvement has continued to be strong and consistent and has contributed to much of the centre's delivery.

227 volunteers in the following roles:

63 Club activity volunteers

106 Youth Mentors

48 Women's mentoring and ESOL conversation support

10 Interns

Some key outcomes during this period have been:

- Achieving the **Investing in Volunteers** quality standard
- Implementation of online mentoring provision
- Development of mentoring resource Toolkits
- Successful retention of volunteers
- Established a volunteer ESOL telephone support provision
- Student work experience partnership with Mencap students

RECRUITMENT AND RETENTION

We have worked hard to improve our recruitment processes and have implemented the following:

- Improved recruitment and induction procedures – introducing interviews at Induction stage has led to better matching of volunteers and placement in club activities, and better understanding of volunteer motivation
- Engaging skilled/specialist volunteers – a partnership with Link Up, an organisation that recruits and matches professionals to charities has helped us to attract volunteers with specific skills

Volunteer recruitment has continued to be steady, with a constant flow of interest from new enquiries, and uptake of new volunteers as a result. The closure of the centre in March and changes in life circumstances led to a dip in retention of club activity volunteers. Nevertheless, we were able to successfully deploy some of these volunteers into mentoring and delivering classes online. We have retained 61% of volunteers that were with us from the start of the term in September 2019. Volunteer uptake for support with onsite summer activities was also successful with some participating in summer activities and online workshops and classes. It was inspiring to see volunteers go above and beyond their usual commitment to offer support in other ways and adapt to new ways of working very quickly. To nurture retention, we stayed in regular contact, sending updates on what we were doing and organising 'virtual coffee mornings' too. Since the reopening of the Centre in September volunteers have remained committed and we have attracted new volunteers to provide support on site.

INVESTING IN VOLUNTEERS ACCREDITATION

We were delighted to achieve the Investing in Volunteers quality mark for Baytree again this year. Over 20 volunteers and a selection of staff participated in the assessment interviews, which were conducted over 5 days remotely. Although the process was rigorous and detailed, going through it has meant we have been able to identify gaps, further improve our work and promote the value of volunteers across Baytree. We received positive feedback from the assessor and recommendations for further improvements. We will continue to work towards improvements in the following areas:

- Strengthen the culture of active volunteering across Baytree
- Provide more further development training
- Ensure staff across all services receive all the information they need to support volunteers they role supervise effectively

MENTORING

Mentoring has continued to go from strength to strength. In March 2020 we had to respond very quickly to the health crisis and adapt to a virtual mentoring provision using Zoom. It has proved very successful, with most of the volunteers agreeing to continue. We have developed the virtual provision by creating safeguarding materials for working remotely, adapting the handbook to reflect remote support, and creating a folder of resources that will be populated with interactive activities that can be used on-line. Virtual Inductions and mentoring training have also been established.

Additionally, we have adapted the evaluation methods, which we hope will enable us to gather relevant information that will inform the way the programme is continuously shaped and developed. An evaluation form has been created for mentee's that will help measure impact in a more effective way. Mentors are now asked to report monthly; the report includes questions regarding their mentees progress with the objective being to give the mentor an opportunity to reflect more on the sessions and improve their mentoring

ENGAGEMENT

Last academic term year, we held celebration events during Summer and Christmas with good uptake. As mentioned previously we have continued to engage with volunteers remotely with some success. Volunteers attend coffee mornings via Zoom and were more than happy to participate in the Investing in Volunteers assessment interviews. This year we sent out a special thank you during Volunteers Week. This last term, we felt it was particularly important to recognise and appreciate those volunteers that showed outstanding commitment during the lockdown period. Staff nominated volunteers and they were sent a small gift of appreciation on behalf of Baytree.

SUMMARY

In spite of the new landscape within which we have found ourselves during the second half of this year, and thanks to the ongoing commitment of our volunteers and wonderful individuals in the local community who offered support, the service has continued to thrive. Our priorities for the coming year are to establish more support and training opportunities for volunteers to grow and become more skilled in their roles. We intend to strengthen the online mentoring provision so it can be a long-term alternative for volunteers if needs be. Identifying problems early on, monitoring and evaluating progress regularly will be a priority. In addition, we intend to work closely with each service team within Baytree to ensure meaningful volunteer roles are identified and role descriptions created. With all the different processes and procedures implemented this year we have a good foundation to build on over the coming months.

CASE STUDY

Genesis, Youth Mentor

Genesis has been a Youth Mentor at Baytree for 2 and a half years. Working part-time before volunteering, Genesis felt she had some time to spare and had also just qualified TEFL/TESOL and wanted to put it to good use. Her motivation to volunteer was to do something useful with her time and practice teaching before pursuing a career in this field. She was attracted to volunteering at Baytree due to it being an all women and girls space, she felt that she could also relate to women from a migrant and refugee background " I'm an immigrant myself, I moved here when I was a young girl so I felt I could maybe relate to some of the girls, the Baytree Centre is something that my sister and I would have loved and benefitted from, I'm so happy this organisation exists where women and girls have some support and a sense of belonging"

Genesis feels that volunteering at Baytree has had a positive impact on her life. Seeing her mentees happy makes her feel happy too, and hearing stories about their school home and personal life gives

her a sense of contentment. Volunteering has also helped her own outlook on life – “volunteering for Baytree has also pushed me to be more considerate and kinder, meeting and getting to know some of the girls at Baytree has made me more aware, it reinforces my humility and to better as a person”.

Genesis finds her volunteering experience rewarding, it is helping her to grow and become more confident and is realising her own potential as a result of helping others realise theirs. “All the staff and other volunteers are very nice, they work very hard, everyone’s there for the same reasons – we want to empower women and girls”

Amy, Youth Mentor,

Amy started volunteering at Baytree in 2016 after going through the difficult circumstances of becoming unemployed, losing her father that same year, and becoming the primary carer for her mother. Having lived in Brixton her whole life she found out about Baytree in her late teens and was keen to find a way to get involved. When she finally had the time to give back to her local community Baytree was her first choice as it was local and fitted around her work commitments. Coming from a strong female majority household, Amy felt that Baytree resonated with her experience and outlook in life.

Volunteering at Baytree has been a benefit to Amy in many ways; “ Not only has it allowed me to make friends, but has also given a space to refresh from other routine commitments” on working with her mentee and how it has improved her own wellbeing Amy says “seeing the progress in your mentee reflects positive feelings of wellness and achievement in your own self, knowing you have the abilities to forever lean and grow, so it’s a win-win two way street to success to all invested in that place”

Amy’s positive experience of volunteering at Baytree has led her to recommend the centre to friends and family and when asked why, it’s clear from her response that the impact is far reaching “Volunteering at Baytree is not just about what you give, but how much you get back in return. The Centre has an excellent output of productive energy, which is felt in the hard work from the staff, students, mentors, families and alike. It is an environment committed to positive growth of every individual as well as the world around them and beyond”.

FINANCIAL REVIEW

We are pleased to have secured funding for ten months of charitable activity, and our reserve of three months of restricted funding shows that we have already received enough funds to cover three months operational costs. We have also been able to increase our donation income, a testimony to our fundraising and our standing in the community. Continuity of service is vital for our beneficiaries as social integration and obtaining employment take time.

We have been able to respond to those beneficiaries most in need during the pandemic and we will continue to provide these services in the forthcoming year.

We currently have no long-term source of income and our asset base is very small. The trustees have therefore started investigating the possibility of social investment in the building we occupy so that in the future the charity is not wholly dependent on grant and contract income. This is the purpose of the designated building fund of £200,000.

RESERVES POLICY

The charity has free reserves of £168,280. This represents about 3 months expenditure on charitable activities. In reviewing its reserves requirement, the trustees have considered the cost of delivering our programmes. The funding cycle is about a year long and we would therefore like to have 12 months of reserves at any one time. We initially aimed to achieve this within 5 years and although we are behind the target of 4.5 months we are happy that we have secured sufficient funding for the current year and some for 2021.

The restricted funds are not included in the trustees' view of reserve needs because these restricted funds are held by the charity for specific projects and will normally be spent within 6 months.

RISK MANAGEMENT

The trustees keep a risk register which is reviewed periodically. The trustees recognise that the charity is subject to operational and financial risks and they believe they have procedures in place to reduce these risks

- To human life and welfare, by the adoption of health and safety policies and training
- To young and vulnerable people, by having in place suitable policies and procedures. Ongoing training for the Safeguarding Officer and key staff is monitored and we review the procedure once a year
- To charity resources, by appropriate control procedures.

The Baytree Centre relies on the following advisors:

Auditor: Goldwins, London, NW6 2EG

Bank: HSBC, Brixton, London

THE BAYTREE CENTRE ADDRESS: is 300 Brixton Road, Brixton, London SW9 6AE

GOVERNING DOCUMENT: Constitution of a Charitable Incorporated Organisation

MANAGEMENT TEAM:

Caroline Guarnaccia, CEO;

Carmen Gonzalez, Fundraising and Development Director;

Marta Fernandez-Burillo, Women Service Director

TRUSTEES

Trustee Name	Office	Appointment	Subsequent Office Appointment	Resigned	Tenure Ends
Esmeralda Ahmetaj		11.11.2017		19.03.2020	
Riccardo Calliano		11.04.2018			11.04.2021
Dorothea Eyewumi	Chair	11.11.2017	20.07.2018		11.11.2020
Ana Gonzalez	Secretary	18.07.2018		21.5.2020	
Ekene Olele	Secretary	13.12.2018	21.05.2020		13.12.2021
Meg Parra		07.02.2019			07.02.2022
Sophia Pain	Treasurer	11.11.2017	25.10.2018		25.10.2021
Suzy Wood		11.11.2017			11.11.2020
Katie Wrightson		18.07.2019			18.07.2022

Trustee appointment was initially overseen by DHEF but since incorporation the trustees are nominated and elected by the Trustees. A bespoke Governance & Trusteeship training programme was delivered to trustees in the summer prior to incorporation. Our governing document allows for 9 trustees.

PARTNERSHIPS

The Baytree Centre is part of the Building Young Brixton with Ebony Horse Club, High Tree Community Foundation, iRMO Indoamerican Refugee Migration Organisation, Marcus Lipton, Spiral and The Advocacy Academy.

The Baytree Centre is part of the FATIMA Project with Wonder Foundation, Fundacija SURSUM Dolnoslaskie Stowarzyszenie Kultural Panorama and Fundación Senara.

The Baytree Centre is part of the Place for All with High Trees and iRMO Indoamerican Refugee Migration Organisation.

The Baytree Centre is part of Berkley Foundation project Women IntO Work, WOW with High Trees and Spiral

The Baytree Centre is part of Red Glow working with youth organisations across 7 EU countries in a project led by Wonder Foundation

Working more closely with colleagues in the sector has increased referrals and we've also been able to share best practise and support each other with resources and space. Both staff and beneficiaries are excited to see how the partnership continues to develop over the coming years.

FUNDERS AND DONORS

The Baytree Centre acknowledges and thanks the generosity of the following through the grants, sponsorship, commissioning and donations received in 2019-2020 which have enabled us to provide the much-needed services and support for women, girls and families in the local community.

Awards for All
Battersea Power Station Foundation
Berkeley Foundation
BBC Children in Need/Wellcome Trust
Big Give in partnership with The Childhood Trust
City Bridge Trust
Drapers
EU Migration Fund
European Youth Together of Erasmus Plus
Fresh Leaf Charitable Foundation
Friends of Baytree and the many individuals who generously helped financially & in kind
Garfield Weston
Greater London Authority – The Mayors Fund
Goldsmith
Henry Smith
John Lewis Foundation
Land Aid
London Borough of Lambeth – Early Years
Leathersellers
London Community Fund (BEAT)
London Community Fund (iWill)
London Youth
Marcus Lipton
Mercers Company
National Lottery – Community Fund
Pilgrim Trust
Plater Trust
Porticus
Sir Walter St John
Sisters of the Holy Cross Charitable Trust
Tampon Tax Fund (DCMS)
Terra Firma
Walcot Foundation
Wates Foundation
Young Lambeth Cooperative
Young Londoners

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR AN UNINCORPORATED CHARITY/CIO

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these 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 judgments and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- 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 maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

I report to the trustees on my examination of the accounts of the Baytree Centre (CIO) for the year ended 31 August 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the Trust's gross income exceeded £250,000 I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have 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.

Anthony Epton

15 December 2020

Anthony Epton BA FCA CTA FCIE
Goldwins
Chartered accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
		Funds	Funds	2020	2019	2019	2019
Note		£	£	£	£	£	£
<u>Income</u>							
Donations and Legacies	3	45,930	-	45,930	23,821	15,000	38,821
Charitable activities	3	188,662	693,699	882,362	132,389	601,698	734,087
Investment Income	4	<u>1,490</u>	<u>-</u>	<u>1,490</u>	<u>1,061</u>	<u>-</u>	<u>1,061</u>
Total income		<u>236,082</u>	<u>693,699</u>	<u>929,783</u>	<u>157,271</u>	<u>616,698</u>	<u>773,969</u>
<u>Expenditure on</u>							
Costs of raising funds	5	14,043	4,195	18,238	14,560	-	14,560
Charitable activities	6						
Women Service		8,848	284,447	293,295	5,692	282,122	287,814
Volunteer Service		19,211	58,084	77,295	31,082	49,667	80,749
Youth Service		<u>10,646</u>	<u>291,962</u>	<u>302,608</u>	<u>8,752</u>	<u>236,617</u>	<u>245,369</u>
Total		<u>52,748</u>	<u>638,688</u>	<u>691,436</u>	<u>60,086</u>	<u>568,406</u>	<u>628,492</u>
Net income before transfers		183,334	55,011	238,345	97,185	48,292	145,477
Transfer between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds	7	183,334	55,011	238,345	97,185	48,292	145,477
Total funds brought forward		184,946	119,575	304,521	87,761	71,283	159,044
Total Funds carried forward		<u>368,280</u>	<u>174,586</u>	<u>542,866</u>	<u>184,946</u>	<u>119,575</u>	<u>304,521</u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised in the year.

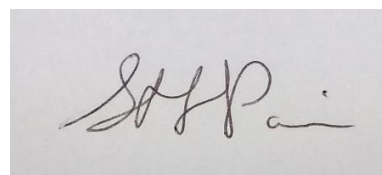
BALANCE SHEET

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	9		5,182		8,167
Current assets					
Debtors	10	7,801		6,247	
Cash at bank and in hand	11	657,030		427,759	
Total Current Assets		664,831		434,006	
Creditors: amounts falling due within one year	12,13	(127,147)		(137,652)	
Net current assets			537,684		296,354
Total assets less current liabilities			542,866		304,521
Creditors: amounts falling due after more than one year			-		-
			542,866		304,521
Funds					
Unrestricted			168,280		184,946
Designated Fund			200,000		
Restricted	16		174,586,		119,575
			542,866		304,521

The financial statements were approved by the Board on 9th December 2020 and signed on their behalf by



Dorothea Eyewumi
Chair



Sophia Pain
Treasurer

	Notes	2020 £	2020 £	2019 £	2019 £
Cash flows from operating activities:					
Net cash provided by/(used in) operating activities	18		227,781		217,010
Cash flows from investing activities:					
Dividends, interest and rents from investments		1,490		1,061	
Proceeds from sale of fixed assets		-		-	
Purchase of fixed assets		-		-	
Proceeds from sale of investments		-		-	
Purchase of fixed assets		-		-	
Net Cash provided by/(used in) investing activities			1,490		1,061
Cash flows from financing activities					
Repayment of borrowing		-		-	
Cash inflows from new borrowing		-		-	
Receipt of endowment		-		-	
Net Cash provided by/(used in) financing activities			-		-
Changes in cash and cash equivalents in the year			229,271		218,071
Cash and cash equivalents at the beginning of the year			427,759		209,688
Cash and cash equivalents at the end of the year	18		657,030		427,759

1. Basis of Preparation

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 FRS102)

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

1.2 Going Concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next accounting period.

2. Accounting Policy

2.1 Income

Recognition of income

These are included in the Statement of Financial Activities (SoFA) when

- the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and
- the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

Legacies

Legacies are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.

Income from legacies and donations is accounted for on a received basis and grossed up for any tax recoverable.

Government grants

The charity has received government grants in the reporting period

Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

Donated goods

In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised, we are very aware of the great benefit the charity receives from all its volunteers, please refer to the trustee's annual report for more information about their contribution.

Support Costs

The charity has incurred expenditure on support costs.

Income from interest, royalties and dividends

Interest on funds on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

2.2 Expenditure and Liabilities

Liability recognition Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Redundancy cost

The charity did not make anyone redundant during this period.

Deferred income

No material item of deferred income has been included in the accounts.

Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

2.3 Assets

Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £5,000. They are valued at cost. Fixtures and fittings are depreciated over 10 years straight line.

Operating Leases

Rental charges are charged on a straight-line basis over the term of the lease.

Investments

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current assets.

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Current asset investments

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

They are valued at fair value except where they qualify as basic financial instruments.

Pensions

The charity operates a stakeholder pension scheme.

3. Analysis of income

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
Donations and Legacies				
Donations & Gifts	41,311	-	41,311	37,736
Gift Aid	4,620	-	4,620	780
Fundraising Events	-	-	-	305
Total	45,930	-	45,930	38,821
Charitable Activities				
Women Service	128,839	324,080	452,919	366,182
Youth Service	33,537	297,585	331,122	284,653
Volunteering	26,287	72,034	98,321	83,252
Total	188,662	693,699	882,362	734,087

The income from charitable income in the prior year was all unrestricted except £616,698 which was restricted.

Source of Charitable income

	Unrestricted	Restricted	Total 2020	Total 2019
	£	£	£	£
Grants	170,000	656,433	826,433	659,773
Contracts	-	37,267	37,267	47,890
Fees	9,652	-	9,652	15,213
Rental income	9,010	-	9,010	11,211
Total	188,662	693,700	882,362	734,087

Analysis of Government Grants

	Total 2020 £	Total 2019 £
Tampon Tax – Family support for mums and daughters	37,208	49,634
YLC Ltd, part of a Consortia bid to support family and youth	17,250	27,000
Building a Stronger Britain, London Community Fund supporting integration	-	19,125
Mayor Young Londoners Fund	28,800	-
London Community Fund – iWill	10,000	-
CYPS Lambeth Council Adult training in Children's Centres	37,267	47,890
GLA Young Londoners	47,982	18,793
Total	178,507	162,442

4. Income from Investments

	Total 2020 £	Total 2019 £
Bank interest	1,490	1,061
	1,490	1,061

5. Expenditure on raising funds

	Total 2020 £	Total 2019 £
Staff Costs	18,028	14,255
Staging fundraising events	210	305
	18,238	14,560

6. Support Costs

	Women Service £	Youth Service £	Volunteer Service £	Total 2020 £	Total 2019 £
Building Costs	96,868	48,434	24,217	169,519	156,064
Governance	3,008	1,504	752	5,264	4,846
Total	99,693	49,847	24,923	174,783	160,910

The Baytree Centre management and premise costs are identified as support costs. It then identifies those costs which relate to the governance function. These costs are apportioned to the charitable activities on the basis of direct cost.

7. Net movement in funds

This is stated after charging:

	2020	2019
	£	£
Depreciation of tangible assets	2,984	3,939
Operating lease rentals: equipment	-	-
Independent examiner's fee	2,500	-
Audit fee	-	3,200
	<hr/>	<hr/>

8. Staff Costs

	2020	2019
	£	£
Salaries and wages	486,227	443,539
Social Security Costs	38,757	32,542
Employer's contribution to defined contribution pension scheme	9,453	6,925
	<hr/>	<hr/>
	534,438	483,006

One employee earned £60,000 per annum for part of the year (2019 nil).

The total employee benefits including pension contributions of the key management personnel were £138,911 (2019: £84,421).

The average monthly headcount, analysed by function was as follows:

	2020	2019
	Number	Number
Direct charitable expenditure	20	21
Central Management	3	2
	<hr/>	<hr/>
	23	23
	<hr/> <hr/>	<hr/> <hr/>

9. Tangible fixed assets

	Fixtures, Fittings & equipment £	Total £
Cost or valuation		
At 1 September 2019	58,939	58,939
Additions during the year	-	-
	<hr/>	<hr/>
At 31 August 2020	58,939	58,939
	<hr/>	<hr/>
Depreciation		
At 1 September 2019	50,772	50,772
Charge for the year	2,984	2,984
	<hr/>	<hr/>
At 31 August 2020	53,757	53,757
Net book value		
At 31 August 2020	<u>5,182</u>	<u>5,182</u>
At 31 August 2019	<u>8,167</u>	<u>8,167</u>

All fixed assets are used for direct charitable purposes.

10. Sundry debtors and prepayments

	2020 £	2019 £
Prepayments and accrued income	7,801	5,044
Other debtors	-	1,203
	<hr/>	<hr/>
	7,801	6,247
	<hr/>	<hr/>

11. Cash at bank and in hand

	2020 £	2019 £
Short term deposits	577,608	195,919
Cash at bank and in hand	79,422	231,640
	<hr/>	<hr/>
	<u>657,030</u>	<u>427,559</u>

12. Creditors and accruals

	2020	2019
	£	£
Other creditors	12,109	6,519
Accruals and deferred income	100,220	123,848
Taxation and social security	14,818	7,285
	<hr/>	<hr/>
	127,147	137,652
	<hr/>	<hr/>

13. Deferred income

Unrestricted income that relates to delivery of a final report in the future is deferred.

	2020	2019
	£	£
Balance at 1 September	118,333	45,833
Amounts added in the current year	38,333	118,333
Amounts released to income from previous year	(88,333)	(45,833)
	<hr/>	<hr/>
Balance at 31st August	68,333	118,333
	<hr/>	<hr/>

14. Operating lease commitments

The charity has no future minimum lease payments under non-cancelling operating leases.

15. Legal status of the charity

The Baytree Centre is a charitable incorporated organisation (CIO) registered with the Charity Commission (registration number 1175145). Its governing document is its constitution and the only voting members are the trustees.

16. Restricted funds

	1 September 2019	Incoming	Transfer	Outgoing	31 August 2020
	£	£	£	£	£
AMIF EU (Fatima)	(4,089)	38,603	-	34,514	-
Awards for All	8,333	-	-	8,333	-
BBC Children in Need	1,207	40,871	-	31,248	10,830
BBC Children in Need - STEM		31,907	-	26,666	5,241
BBC Children in Need - COVID		5,000	-	1,667	3,333
Berkley Foundation	11,250	15,000	-	15,000	11,250
City Bridge Trust	9,075	9,075	-	9,075	9,075
City Bridge Trust - capital	6,000	2,000	-	8,000	-
City Bridge Trust – Covid	-	8,764	-	2,921	5,843
CJRS-HMRC		35,133		35,133	-
CYPS Lambeth	-	37,267	-	37,267	-
Drapers	13,333	-	-	13,333	-
ERASMUS EU Red Glow	10,328	-	-	10,328	-
Fresh Leaf Foundation	6,548	25,000	-	25,000	6,548
GLA Young Londoners	-	46,982	-	46,982	-
John Lewis Foundation	-	30,000	-	15,000	15,000
John Lewis Covid Fund	-	25,000	-	10,715	14,285
LandAid Covid Fund	-	20,000	-	10,000	10,000
London Community Fund	837	10,000	-	837	10,000
Mercers	3,333	25,000	-	22,080	6,253
National Lottery Community Fund A Place for All	29,667	91,673	-	89,003	32,337
Pilgrim Trust	7,500	-	-	7,500	-
Plater Trust	9,583	-	-	9,583	-
Sir Walter St John	4,166	-	-	4,166	-
Tampon Tax	-	37,208	-	37,208	-
Terra Firma Charitable Trust	-	30,000	-	10,000	20,000
UK Youth	-	11,500	-	11,500	-
Walcot Foundation	-	25,000	-	18,750	6,250
Walcot Covid Fund	-	31,056	-	25,880	5,176
Wates Foundation	2,504	-	-	2,504	-
YLC	-	17,250	-	17,250	-
YLF – Thrive	-	28,800	-	28,800	-
Other – COVID	-	9,010	-	8,845	165
Other	-	6,600	-	3,600	3,000
	119,575	693,699	-	638,688	174,586

The balances carried forward will be used in the following month, analysed as.

	1 September 2019	Income	Transfer	Outgoing	31 August 2020
	£	£	£	£	£
Women Service	52,451	324,080	-	284,447	92,085
Youth Service	48,230	297,586	-	291,962	53,854
Volunteer Service	18,894	67,838	-	58,084	28,648
Fundraising	-	4,195	-	4,195	-
	119,575	693,699	-	638,688	174,586

The Women service fund is for the provision of training and intensive educational programmes to women learners. The Youth service is for the provision of educational programmes to young people. The Volunteer Service provides recruitment, training and support for our volunteers.

17. Transactions with trustees and related parties

Trustee remuneration

None of the trustees have been paid any remuneration or received any other benefits from an employment in the charity or a related entity.

Trustee Expenses

No trustee has received travel or accommodation reimbursements

Related party transactions

There have been no related party transactions during the year.

18. Reconciliation of net income/expenditure to net cash flow from operating activities

	2020	2019
	£	£
Net income/expenditure for the reporting period	238,345	145,477
Depreciation of tangible assets	2,984	3,939
Interest rent and dividends from investments	(1,490)	(1,061)
(Loss)/profit on sale of fixed assets	-	-
(Increase)/decrease in debtors	(1,554)	(632)
Increase/(decrease) in creditors within one year	(10,505)	69,287
Net cash (outflow)/inflow from operating activities	227,781	217,010

19. Analysis of cash and cash equivalents

	At 1 September 2019 £	Cash flows £	Other Charges £	At 31 August 2020 £
Cash in hand	427,759	229,271	-	657,030
	<hr/>	<hr/>	<hr/>	<hr/>
	427,759	229,271	-	657,030
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