

# The Renewal Programme

Company number: 1327924

Charity number: 275796

# Newham Community Renewal Programme Limited

Report and financial statements

For the year ended 31 March 2020



Renewal Programme  
Supported  
Housing



Renewal Programme  
Training and  
Education



Renewal Programme  
Youth



Newham  
Carers'  
Network  
Part of The  
Renewal  
Programme



Renewal Programme  
Refugee And  
Migrant Project

# Newham Community Renewal Programme

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### For the year ended 31 March 2020

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## Newham Community Renewal Programme

### Reference and administrative information

For the year ended 31 March 2020

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| <b>Status</b>                                    | The organisation is a charitable company limited by guarantee, incorporated on 31 August 1977 and registered as a charity on 5 June 1978.   |   |
| <b>Governing document</b>                        | The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association. |   |
| <b>Company number</b>                            | 1327924   |   |
| <b>Charity number</b>                            | 275796  |   |
| <b>Registered office and operational address</b> | 395 High Street North<br>Manor Park<br>LONDON, E12 6PG  |   |
| <b>Country of registration</b>                   | England & Wales   |   |
| <b>Country of incorporation</b>                  | United Kingdom  |   |
| <b>Board of Management</b>                       | Arnold Ridout<br>Christopher Lindsey<br>Peter Koczerzat<br>Rev'd Sue Lucas<br>Amma Antwi-Yeboah<br>Rajdeep Mann<br>Ifeoma Okafor<br>Edith Saituru<br>Lois Lindley<br>Rev'd Tim Dean | Chair<br><br><br><br>Vice-Chair from (3 June 2019)<br><br>Treasurer (From 1 April 2019)<br><br>Vice Treasurer (From 1 April 2019)<br>(Appointed 22 July 2019)   |
| <b>Secretary</b>                                 | Ruth Bravery (to March 20)<br>Peter Laing (from March 20)   | Chief Executive Officer<br>Chief Executive Officer  |
| <b>Senior Management Team</b>                    | Ruth Bravery<br>Peter Laing<br>Louise Vera<br>Shirley Barber<br>Liam Walsh<br>Damian Callender<br><br>Steve Wyatt   | Chief Executive Officer (until March 2020)<br>Chief Executive Officer (from March 20)<br>Director of Youth and Training<br>Director Newham Carers (until June 2019)<br>Director of Housing (until July 2019)<br>Director of Support and Empowerment<br>(From July 2019)<br>Finance Officer (from December 2019) |

## Newham Community Renewal Programme

### Reference and administrative information

For the year ended 31 March 2020

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|-------------------|---|
| <b>Bankers</b>    | The Co-operative Bank PLC<br>9 Prescott Street<br>LONDON, E1 8BE  |
|                   | Nationwide Building Society<br>Kings Park Road<br>Moulton Park<br>NORTHAMPTON, NN3 6NW                                      |
| <b>Solicitors</b> | IBB Solicitors<br>Capital Court, 30 Windsor Street<br>Uxbridge, MIDDLESEX, UB8 1AB  |
| <b>Auditor</b>    | Sayer Vincent LLP<br>Chartered Accountants and Statutory Auditors<br>Invicta House, 108-114 Golden Lane<br>LONDON, EC1Y 0TL |

The Trustees (known as the Board of Management) present their report and the audited financial statements for the year ended 31 March 2020.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## Objectives and activities

### Purposes and aims

- 1.1 The Renewal Programme was established in 1971 and our aim is 'to promote any charitable purposes for the benefit of the Community within the boundaries of Greater London with preference being given to the London Borough of Newham (LBN).'
- 1.2 We believe that empowered people create stronger communities, and the charity was founded in response to a breakdown in the community in Newham in the 1970's. Our focus is to support and empower people to achieve positive change in their lives. Through being involved in the lives of local individuals and families, we hope to support the growth of a strong and resilient community in Newham. We feel that being deeply rooted in the local community and working with each individual in a personal way is what sets us apart.

#### Our Vision

**We believe empowered people create stronger communities.**

#### Our Mission

**We work with the community in Newham and beyond to transform and inspire lives. We empower people to change their lives through advocacy, education, temporary accommodation and a wide range of positive activities.**

- 1.3 Our strategy remains supporting and empowering young people and adults through a range of services so that we inspire, empower and enable people to make confident, informed life choices.

## Impact of Covid-19 on our work

Like so many charities across the country as of March 2020 we are now working in an environment that is completely different to the one we faced just months ago as the Covid-19 pandemic continues to disrupt the whole of the UK. The majority of this trustees' report relates to the pre-covid delivery period, however given the magnitude of events it is crucial to set our operations firmly in this context. In these uncertain times, now more than ever before our communities here in Newham have been looking to charities like ours to provide vital support to those in need, particularly the most vulnerable members of our society. Since the Covid-19 pandemic broke, we

## Newham Community Renewal Programme

### Trustees' annual report

#### For the year ended 31 March 2020

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have seen huge additional needs in the areas of food poverty, insecure housing, digital exclusion, mental health problems and immigration advice needs. Many of the acute challenges felt by the Newham population have been driven and exacerbated by the high levels of poverty and deprivation in the borough.

It has therefore been a tumultuous few months for the borough as a whole, and Newham has suffered among the highest levels of fatalities per 100,000 people in the country. Contributory factors to this high death rate have included population density, homes with several generations cohabiting, underlying health issues, low paid work, poor air quality and crowded high streets. Additionally, as one of the most ethnically diverse boroughs in the country, we have also suffered from the fact that black and minority ethnic groups have been more adversely affected by covid-19.

The past year has therefore been a period of huge change for the Renewal Programme, especially given the added complexity of a transition of leadership in March 2020, with the departure of Ruth Bravery and the arrival of Peter Laing as Chief Executive a week before lockdown.

The Renewal Programme has however responded resiliently to the challenges of covid-19. Our priority as always is the wellbeing of our beneficiaries, staff and volunteers, and we moved quickly to establish additional support services where required. Within the first 3 months of the pandemic 1,972 people have been fed through our foodbank, 237 people helped with casework, additional support provided for our 42 hostel residents and over 800 calls into "Chat Newham", a volunteer run telephone listening and support service set up in response to covid-19.

Our business continuity plan was put into action with the onset of the pandemic and our cloud based IT infrastructure supported a reasonably smooth transition to home working, albeit with the requirement to update and supply some new IT equipment for staff. A total of 7 staff members were furloughed as part of the government's coronavirus job retention scheme, with the majority of these being facilities related staff affected by the closure of our community facilities. At the time of writing the majority of our facilities staff have now returned to work, albeit largely on reduced hours.

We have managed to continue, and in some cases expand our service offerings through a combination of telephone, online and appropriately socially distanced face to face provision. In line with government guidance our community centre was closed to all but our essential foodbank services which were rapidly scaled up to support significant additional demand. We have also continued to provide our supported housing services through this period, providing hot meals and additional wellbeing support for residents. Our carers, training and youth projects have adapted services successfully for online access, and our RAMP casework has been conducted largely by telephone. As mentioned above we also set up a new "Chat Newham" support and listening line to provide help to people affected by loneliness and isolation, bereavement, anxiety and other challenges through the crisis. This was staffed entirely by over 30 volunteers via a freephone service and operated between April and September 2020.

## **Newham Community Renewal Programme**

### **Trustees' annual report**

#### **For the year ended 31 March 2020**

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The financial impact of covid-19 on our charity is still unfolding and further work is required in this area. Our facility hire income has been significantly affected and we are likely to lose around £50k in income from this source through 2020/21. Planned fundraising events and reduced individual giving are likely to cost us a further £20k. We have also incurred additional costs during this period, including foodbank operational costs, additional IT equipment, telephone costs and personal protective equipment costs for staff and volunteers.

So far the vast majority of our grant funders and commissioners have taken a flexible approach to targets and outcomes whilst maintaining agreed payments, for which we are very thankful. We have also been supported financially by a combination of the governments coronavirus job retention scheme, reduced lease rental payments thanks to our landlords the United Reform Church (URC), delayed VAT payments and reduced local rates. In addition to this we launched a joint Newham Coronavirus fundraising appeal with 4 other Newham Charities which raised over £13k. We have also managed to secure a limited amount of additional crisis support grant funding to assist through this period.

Following a revised budgeting and cashflow forecast for 2020/21, we are pleased to report that we are relatively secure for the immediate future given additional income secured and our reserves position.

Throughout the first few weeks of the pandemic we have been very proud to work much more closely in partnership with a number of other local organisations, including Newham Council, Fairshare, RAMFEL, One Newham, Compost CIC, Community Links, Caritas Anchor House, Bonny Downs Community Association, East London Foundation Trust and many, many others.

At the time of writing national restriction measures remain in place and our post covid-19 future like so many organisations is uncertain. We are however certain that with the continued support of partners, funders, commissioners, staff, volunteers and beneficiaries, we will continue to strive to provide much needed services for the benefit of our shattered community.

## **Who we are here for and the services we provide**

2.1 The Renewal Programme places a high value on supporting people without passing judgement on them. Although we do adopt referral criteria for our services in order to ensure resources are deployed to the most marginalised or disadvantaged, we provide our services without making a judgement as to how or why the beneficiary got to a difficult point in their life to start with. Our focus is on giving assistance and helping people achieve the tools to be more resilient in future.

2.2 Our services primarily support people in the London Borough of Newham and at our Trustee Away Day in May 2019 we reconfirmed our commitment to the people of Newham. The following paragraphs give a picture of the people we support and the services we provide to them.

**Renewal Programme Training and Education.**

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| <p><b><u>Who we support:</u></b><br/>                 Our Training Service is for adults who have no or little English, or very low level of Maths and IT skills (often combined with not having English as a first language), who need to overcome this barrier in order to find employment or enter training, or simply to be able to support their family (such as helping children with homework or being able to engage with UK banking or statutory services.) We are particularly proud that we support people who may have lived in Newham for over 40 years without speaking English but with our support and encouragement find the courage to take the step to start to learn. London Borough of Newham in the past has communicated solely in English and has not translated key documents, so it is vital that Newham residents have an understanding of English if they want to fully engage with the borough.</p> | <p><b><u>What we deliver:</u></b><br/>                 Renewal Programme Training and Education is for people for whom a large college situation might be daunting; our primary aim is to enable people to achieve recognised qualifications and to progress to further or higher education and employment. During the year we ran 49 courses and enrolled 364 unique learners over the academic year. Courses provided include ESOL (English for Speakers of Other Languages), Maths and IT. 90% of our learners achieved a qualification and we are very proud of their achievements. Through the covid-19 period we have not been able to deliver any face to face classes, but have continued to engage with users remotely via computer and over the telephone.</p>  |
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**Renewal Programme Supported Housing**

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| <p><b><u>Who we support:</u></b><br/>                 Our service is aimed at people who have been homeless and who need some support to address the issues they are grappling with before they can manage to successfully live independently in the community. This includes people with drug or alcohol addiction, low levels of mental ill health or mild learning disabilities, people who have experienced domestic violence or trafficking, and people coming out of the criminal justice or care systems. We support people to</p> | <p><b><u>What we deliver:</u></b><br/>                 Renewal Programme Supported Housing Service provides specialised support at our hostel for 31 homeless adults and at our second hostels for 11 homeless young people aged 18 to 25 years. Our aim is to equip tenants with the skills and confidence needed for independent living and then to support them in finding suitable accommodation. Our hostel work is funded through a contract with London Borough of Newham on a rolling three-</p>  |
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| <p>gain the professional services they need alongside day to day living skills such as managing their finances and being able to cook for themselves.</p> | <p>monthly basis. In the year to 31 March 2020, 7 people achieved planned move on. A number of tenants are ready to move on but there is an acute shortage of appropriate move-on accommodation in the area, which is hindering progress for many. Through the covid-19 period we have continued to run all our hostel accommodation and have provided additional support to residents in the form of hot meals and additional mental health support sessions in order to help with their wellbeing.</p> |
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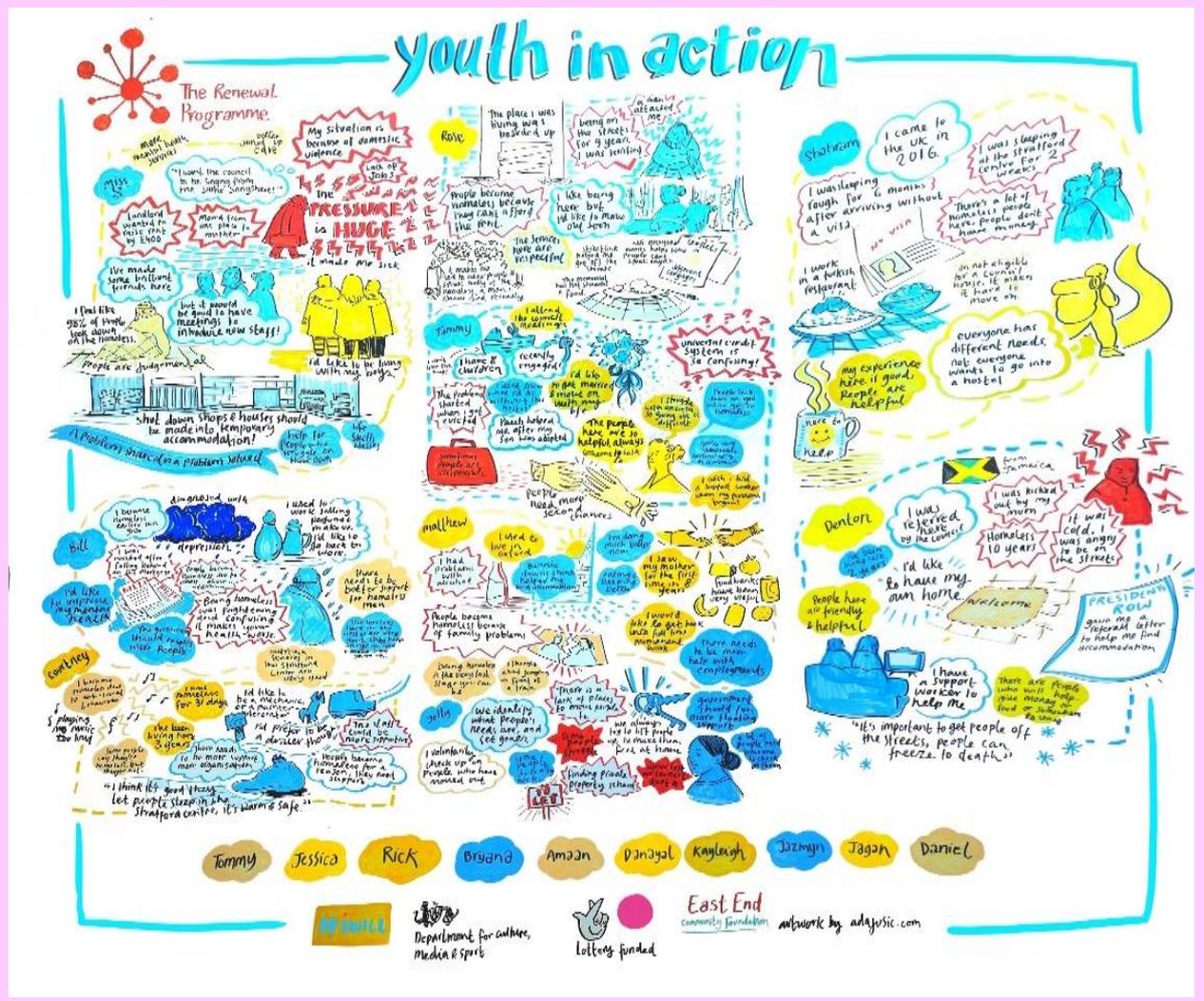
**Renewal Programme Youth Service**

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| <p><b><u>Who we support:</u></b><br/>         Young people who would otherwise be roaming the streets on evenings and weekends, often citing difficult relationships at home or unsatisfactory housing conditions as the reason for staying out. Many of the young people have recently migrated to the UK and are still finding their feet, others find it difficult to engage fully with a formal academic education but can find fulfilling activities in areas such as sport and music. Such young people are vulnerable to exploitation by gangs and criminals, and other poor commercial practices such as purchasing dangerous skin care products on-line. It's well known that young people often live in fear of moving from one post code area to another, so being able to access appropriate activities in a place they regard as "safe" is vital.</p> | <p><b><u>What we deliver:</u></b><br/>         Renewal Programme Youth Services helps to prepare young people for life in today's world, divert them from anti-social behaviour and have fun through the provision of youth club activities. We work on four different sites in Newham, with other voluntary and statutory services and the local police to secure the best possible outcomes for our young people. The service is delivered through a contract from London Borough of Newham in conjunction with a number of other local voluntary sector providers. In the year to 31 March 2020, 285 young people had participated in at least two of our activities, and we counted 4,235 instances of a young person joining one of our activities, coming from a very wide range of ethnic and cultural backgrounds. We also run a Youth Social Action and school holiday programme funded through East End Community Foundation. Through the covid-19 period we have worked closely with Newham Council to provide both online and appropriately socially distanced activities for young people. This included a consultation with over 100 young people about the impact of coronavirus on them. The results showed negative impacts on their learning, physical wellbeing and levels of motivation. Future activities will be developed in order to help combat these challenges.</p> |
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# Youth Social Action Project

Funded by East End Community Foundation (EECF), over 40 young volunteers worked together to strengthen community cohesion and address homelessness not just in Newham, but across the country. They undertook a range of activities from team building to campaigning. The group participated in exercises and team challenges to develop their leadership, communication, and negotiation skills. They also partnered Green Street Community Neighbourhood, to organise an Easter egg hunt and challenge for children and families. The group were really proud of the event and used it as an opportunity to evaluate their teamwork skills. They then partnered with Plaistow and Stratford Community Neighbourhoods to organise a campaign day outside Stratford Library and a soup kitchen at Jeyes Community Centre. Both events were successful and really captured the minds and hearts of the community. Local people were invited to complete a survey telling of their views on homelessness and ideas for how the council and community may respond to tackle this issue. Our young volunteers invited members of the local community and families accessing food banks to pop in for a hot meal, a chat and information on support services available. Finally we worked with a local artist Ada Jusic and residents at our Supported Housing project to create a mural capturing the hopes, dreams and experiences of individuals who have been homeless. The mural will be displayed at our Supported Housing hostel and be used as a tool to inspire future tenants.



**Renewal Programme Refugee and Migrant Service (RAMP)**

**Who we support:**

People who have migrated to the UK through a whole range of routes and reasons, where their immigration status is either unclear, undocumented or not yet finalised. RAMP supports people who are in this situation and who are destitute or facing destitution. Often the individuals and families we support are homeless or in unsuitable accommodation, have serious health issues and may be suffering from the trauma of being trafficked or sexually abused or exploited. People in this situation are often very scared and do not know how to navigate or engage with statutory requirements. In the year to March 2020 we saw new clients from as far afield as Afghanistan, Albania, Bangladesh, Brazil, Bulgaria, Caribbean, China, Congo (DRC), Eritrea, Ethiopia, Germany, Ghana, Guinea, India, Iran, Iraq, Italy, Jamaica, Kenya, Kosovo, Liberia, Libya, Netherlands, Nigeria, Pakistan, Philippines, Portugal, Romania, Sierra Leone, Somalia, Sri Lanka, Sudan, Syria, Trinidad and Tobago, Uganda Zambia and Zimbabwe. Our clients represent a range of faiths, with Christian and Muslim making up the two biggest groups.

**What we deliver:**

RAMP offers support for migrants, refugees and asylum seekers and their dependents. We provide fresh and dry food, clothing, access to workshops, education and advice. RAMP welcomed 364 new clients of whom 88% were women and 46% had children. We supported a total number of 613 people during the year. Of these 36% wanted support with their immigration status and therefore had no recourse to public funds or other means of income, 9% wanted support with destitution and 7% wanted support with housing. We also supported clients experiencing domestic violence and disability and health issues. In total we provided 613 individual advice sessions in 2019–20. We referred 51 new families on to our food bank and gave out 2,652 food parcels to families facing destitution. 30 clients were supported to access individual welfare grants. 6 people were assisted to access initial pro bono legal advice. 35 referrals to our partner RAMFEL were made in the year to enable people to access free immigration advice and 11 clients secured their immigration status. RAMP foodbank and advice services have increased significantly as a direct result of covid-19 and plans are being developed to extend services to meet local needs.



*Our fantastic Refugee and Migrant Project (RAMP) volunteers and caseworker Humera Ali who put on a party with Christmas gifts and food parcels for RAMP clients at our Tuesday foodbank and open house session.*

**RAMP Case study** – IH is an elderly man who entered the UK when he was 21 years old. He has spent more than 43 years in the UK, mostly without immigration status. After being evicted in 2003, he was homeless for many years, including two years where he was continuously sleeping rough. While IH has been eligible to obtain status based on his length of residence for many years (from at least 2000), he was too scared to apply for immigration status, as he had heard too many stories of people being removed from the UK. RAMP referred him to RAMFEL. RAMFEL and SHP (rough sleeper organisation) helped IH to collect the evidence confirming that he had been in the UK for all these years, so he could meet the high evidence threshold imposed by the Home Office. After a few months of work on documents, RAMFEL lodged an application based on his length of residence in the UK. His application was successful and he now has leave to remain, with recourse to public funds. However, IH is on the 10 years route to settlement. This means that he will have to renew his limited status for 10 years before being able to apply for Indefinite Leave to Remain (ILR) in the UK. This is true even though he has been in the UK for a period twice as long as what is required to qualify for limited leave to remain (i.e 20 years). When submitting his case, RAMFEL urged the Home Office to use discretion and grant him ILR in the UK in light of his personal life history. However, the Home Office simply ignored this request and granted him the “usual” leave to remain in the UK, valid for 2 and a half years. This case illustrates how harsh and uncompassionate the system is and how the hostile environment deeply impacts people – by creating fear and mistrust, which deter even those entitled to certain rights. If IH had been well informed and the hostile environment was not in place, he could have had ILR by 2010 the latest, and would probably be a British citizen by now. He would also have avoided the hardship of sleeping rough and living in fear for many years.

**Renewal Programme Newham Carers' Network**

**Who we support:**

People who are caring for a loved one, friend, family member or neighbour and who are unpaid for the care they provide. Many people do not recognise themselves as a “carer” because they are “only doing what they need to do for the person they love.” However, taking the step of recognising themselves as a carer can help them enormously because they can then access the statutory funding that is available, identify tools and techniques to help themselves to keep healthy

**What we deliver:**

Until 30 June 2019, Newham Carers Network (NCN) provided advocacy, advice and support to unpaid carers and worked to raise awareness of the needs of all carers, funded by London Borough of Newham. NCN raised the awareness of the rights of carers and the support available through high profile community events such as Carers' Week and Carers' Rights Day. Our service was widely regarded by the London Borough of Newham with whom we worked in partnership by means of co-production and engagement and volunteer Carer Champions who ensure that the needs of carers are included in the commissioning of all services. Sadly we lost our local authority funded carers advice service contract in June 2019. We continue to support carers through our Lottery funded carers' health empowerment programme, supporting carers to improve their



## Newham Community Renewal Programme

### Trustees' annual report

#### For the year ended 31 March 2020

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| <p>in the face of the physical and mental burden of caring for someone, and help overcome the isolation that can occur when someone is trapped at home due to caring responsibilities. There were over 24,000 carers in Newham according to the 2011 census.</p> | <p>physical and mental wellbeing. During year one of the Carers Health Empowerment Programme we have held twelve health and well-being workshops; nine advocacy workshops and six condition management workshops within their individual modules. So far we have had to cancel two condition management modules due to the lockdown for COVID-19. Altogether we have reached 271 carers throughout the first year of the delivery of workshops, thereby exceeding our objective to support 200 carers a year.</p> |
|--|---|



*Participants taking part in our Carers Health Empowerment Programme “Train the trainer” initiative in 2020.*

2.3 In addition to our core services we provide space for Hire as Community Facilities at our main building at 395 High St North and have ten regular hall hire customers.

### **The impact we have – supporting people to change their lives**

3.1 Our services taken together mean we provide a rich mix and wide range of types of support, but specifically focusing on people living in and around Newham. Very often when a person and their family is facing a crisis, they can be facing multiple issues. The Renewal Programme’s breadth of knowledge and expertise means we can draw on our internal resources to offer someone the most personal and tailored support possible to address their needs in the round.

### Trustees' annual report

For the year ended 31 March 2020

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3.2 Our success is where we are able to support a beneficiary to go a journey where they can overcome their current challenges and become more resilient to facing the challenges that life throws at them in the future.

#### Lanita's story

Lanita is a mother of three from St Lucia, she has 9 month old twins and a daughter who's currently preparing for her GCSE's. She was referred to RAMP for immigration advice & support from the food bank. Within 3 months she received indefinite leave to remain in the UK. She said Clemence was a "superstar", and the help from Humera and the team has changed her life for the better. Lanita's story is a great example of how our support can really enable people to achieve massive and positive change in their lives. This is as a direct result of the tireless efforts of our staff and volunteers.



3.3 Our services have been facing increased demand and are heavily oversubscribed:

- Our training services turned away more than 30 learners who would have been accepted onto a course but could not be allocated a place because of the high level of demand for our courses.
- We have more demand than places for our older ladies' beginners English group funded by City Bridge Trust and other positive activity programmes.

## Overall achievements and performance of the charity

4.1 The charity has seen significant change in recent years. Our focus is on working to maintain our current contracts through demonstrating our quality and effectiveness, and looking to grow our income through fundraising and developing collaborative approaches to tendering.

### Monitoring our performance

4.2 The charity has a number of Key Success Indicators that are regularly monitored so that the charity is better able to explicitly measure and report on performance. The Key Success Indicators cover:

- Numbers of beneficiaries supported in each of our services and the level of activities we deliver
- The number of referrals we make to external sources of help which enable us to provide wrap-around support for our clients, such as pro bono solicitors and individual welfare grant-makers.
- Our ability to recover rental income from tenants and move tenants onto their future housing
- Incidents and complaints
- Our ability to keep to budget, including monitoring our applications for grant funding
- Some new measures around our social media activity
- The level of our staff sickness

In the recent year we have grown our use of Outcomes Star™ to measure the progress our clients make.

### Measuring our Impact: Using Outcomes Star™ to demonstrate our impact in our Youth service.

10 young people evaluated how their involvement in the Youth Social Action Project impacted on them:

60%

Saw an improvement in their choices and behaviours



50%

Experienced an improvement in "how you feel"

50%

Experienced an improvement in relationships with people and finding support



### Achievements and developments since the last report

4.3 Fundraising through grants continues to be challenging, but we have had some successes.

- In March 2020 we heard that we have secured a further three years of funding through to June 2023 from Trust for London (TFL) to run a joint programme with RAMFEL (Refugee and Migrant Forum of Essex and London). The grant from TFL's Pathways to Settlement fund enables us to provide free OISC registered immigration advice to RAMP clients. Due to the level of demand for this service, the new grant will enable us to provide a 50% increase in the amount of clients who can be supported, growing from 80 people a year to 120 people a year. This will have a significant positive impact on local families with unclear immigration status. RAMP provides bridging support to prevent people falling into destitution whilst they wait for their immigration status to be resolved and for the period immediately after status has been granted.
- We are also grateful for ongoing support from Society of the Sacred Heart who have generously continued to provide funding for our Refugee and Migrant advice service, and provided a grant just prior to the start of this year; and to Seedbed Christian fund administered by Transform Newham for a grant of £10,000 towards our Refugee and Migrant service which also arrived just before the start of the year.
- We have completed the first year of our grant from the Lottery of £264,000 to run a Carers' Health Empowerment Programme over 3 years.
- In spring 2019 we were awarded £30,000 from The Chelmsford Diocese London Over the Border Fund to provide a series of workshops over 3 years to enable local people to learn about healthy cooking and eating, how to improve their health, fitness and wellbeing and support people to manage some of the health challenges we most see locally such as diabetes, weight and blood pressure.
- We delivered the second year of a grant of £50,000 from Mercers to work collaboratively with fellow Newham charity Rosetta Arts to provide art classes for local people aged over 45. This began in November 2018.
- We continued to receive great support for our youth programmes from the East End Community Foundation and Jack Petchey Funds.
- We are delighted to receive 2 further years funding for our City Bridge Trust grant funded programme offering beginners' English classes for older ladies. This programme has been extremely successful, some of the participants have lived in the local community for 45 years but never learned English before. The classes are led by volunteers, many of whom have themselves benefited from Renewal Programme services and using their grown confidence and expertise, now wish to give something back to the community and the charity.



*Still from our Media Trust funded film "Words" about the experiences of the women participating in our City Bridge beginners' English project. Video viewable here: <https://vimeo.com/362820977>*

### **"Words"**

Through our City Bridge Trust funding we were delighted to be able to collaborate on a project with the Media Trust for the 2019 Charity Film Awards. Our objective was to create a film which reflects the everyday experiences of our service users, whilst celebrating the impact and importance of our work at the Renewal Programme. The Media Trust helped us make a film that follows Amina's journey learning English, highlighting language as a tool for empowerment and social navigation in the diverse community of Newham. Creative storytelling is at the heart of this piece. It was important for 'Words' to provide space and representation for the experiences of individuals like Amina, whilst reflecting a common reality nationwide for non-native English speakers.

Louise Vera, our Director of Youth & Training said,

*'We are incredibly proud to have created such a meaningful piece that truly reflects our work and impact at the Renewal Programme'*

4.4 Our other community fundraising plans have also got off to a good start.

- Our ambition to expand our social media presence continues to be a focus. During the year we appointed a new staff member with a greater knowledge of digital and social media communication, and they have developed a strategy for growth of our communication and engagement via FaceBook, Instagram and Twitter.

## Newham Community Renewal Programme

### Trustees' annual report

#### For the year ended 31 March 2020

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- We have fantastic support from a number of local churches and faith groups in Newham, as well as other community groups who continue to bring donations of funds and food for the Refugee and Migrant Project.
- Our long standing relationship with St Mary's Team Ministry in Beaconsfield is of huge importance to the charity, with consistent support both financially and in terms of gifts and donations. We have been delighted to welcome members of the Beaconsfield team regularly attending our Trustee Board as observers.
- We held another very successful Harvest Festival in October 2019 which enabled us to engage with a wide range of stakeholders and supporters. We built on the success of the previous year, and invited a number of primary schools to perform at the event.

#### 4.5 Our income from contracts has seen both positive and negative developments

- Our contract as part of the Youth Provider Forum to deliver youth services in East Ham and Green Street neighbourhoods was extended from 30 November 2019 until 31 March 2020. We expect a new commissioning opportunity to be released by Newham Council in the Autumn of 2020.
- Our contract to deliver carer advice and advocacy was extended until 30 June 2019. At that point the service was transferred to national charity Carers First who had been successful in the tender for the service that was run during December 2018 by London Borough of Newham. We said goodbye to 5 long-standing staff who have provided a fantastic service for carers in Newham over many years, who were TUPE'd across to Carers First. We have retained the project title Newham Carers' Network and have continued to provide support to carers through our new Lottery funded Carers Health Empowerment Programme.
- We secured some improvement in the level of Housing Benefit rent for our hostel services, following extensive negotiations with the Council and the Housing Associations who own the buildings. This has enabled us to put a positive focus on modernising, developing and improving our hostel service. During the year we reviewed the tasks and skill requirements of the jobs in housing, and ran a structuring consultation process regarding the re-defined roles.

## Our Strengths

5.1 The charity has a wide portfolio of services. As a result, our financial resilience is strengthened as we are not dependent on a single source of income. For our clients, our breadth of services means we can easily cross-refer between services. Many of our housing and refugee and migrant beneficiaries take up our adult education classes in an environment they feel comfortable and familiar with. We draw strength from our long history of serving the people of Newham for over 45 years where we have gained a close connection to the local community and are a trusted source of help and advice which is served without judgement.

## Newham Community Renewal Programme

### Trustees' annual report

For the year ended 31 March 2020

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Khadija joined our workshops on Healthy Eating; before joining the programme was worried about her weight. Khadija told us she ate hardly any vegetables – only spinach and bitter leaves. She has learned a lot about vegetables and can't believe how much she likes them. She has tried a number for the first time and particularly likes cauliflower and broccoli. She says the vegetables have replaced all the starchy food she was eating. Khadija is not only managing her diet better but she is also doing more exercise as a result of the workshops. She chooses to walk for 30 minutes to join the group rather than use the bus. She says she now finds walking easy and just allows a little more time to get to places than she did before. Khadija is delighted with how she is feeling.

### Involving Volunteers and Supporters

5.2 The Renewal Programme's work is enriched by the contribution of our volunteers:

- 10 served as trustees on the Board of Management during the year;
- 9 carers volunteered as Carer Champions during the year, and 1 person volunteered in an administrative role with our Newham Carers Network team.
- 7 people who have benefitted from our RAMP service help migrants who need emergency supplies of food and clothing and provide friendship and moral support;
- 2 volunteers assist in administrative roles to help with our education work and another person supports administration for our senior dance group
- 10 volunteers supported our City Bridge Trust older ladies English classes
- 12 young leaders volunteered to assist with our youth service
- 4 housing clients volunteered in roles within our housing service, such as carrying out gardening duties
- 6 volunteers work together to collect donations of food from Tesco Fareshare scheme.

### Trustees' annual report

For the year ended 31 March 2020

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- Teams of corporate volunteers supported us in other ways such as decorating and participating in Supermarket Sweep to support our Refugee and Migrant Food Bank.

#### A big thank you to Renewal Programme Volunteers



Aisha is one of our RAMP foodbank volunteers. She says, "I volunteer because I just wanted to reach out to people and to be able to contribute to my community. RAMP have helped me through a lot so I think my way of giving back is to volunteer. When you volunteer you get to meet a lot of people, you get to see people facing different challenges. I would encourage others to volunteers. Once you start, you just do it, like it's a part of you."

### Public Benefit

6.1 The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

6.2 The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

6.3 The Renewal Programme is achieving public benefit through the delivery of services to those in need in the London Borough of Newham and the surrounding boroughs; its work provides support to some of the neediest people of society, particularly those who are unlikely to find support from other statutory or third sector provision.

6.4 In 2021 we will be publishing a new Impact Report for 2020–21 to celebrate the achievements of ourselves and our service users during the year.

## Newham Community Renewal Programme

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#### Financial Review

7.1 In summary the charity's financial results compared to the previous year were:

|  | 2019-20    | 2018-19    |
|--|------------|------------|
| Incoming resources                     | £1,655,298 | £1,551,645 |
| Resources expended                     | £1,628,149 | £1,519,337 |
| Total funds at 31 March                | £736,826   | £709,677   |
| Overall (deficit)/Surplus for the year | £27,149    | £32,308    |
| Unrestricted reserves at 31 March      | £497,976   | £567,383   |
| Restricted reserves at 31 March        | £68,723    | £42,294    |
| Designated Funds at 31 March           | £170,127   | £100,000   |

7.2 The trustees anticipated a deficit in 2019-20 reflecting the expected loss of both the carers and youth contracts, so we are delighted to be able to do much better than our budget and end the year with a small surplus.

7.3 In the face of continuing challenges, we have prepared the budget for the coming year on a cautious basis and forecast a deficit for 2020-2021 of £221,739. We have not yet been successful in securing grant income to deliver our new proposed volunteer service, Share and Give. Similarly, we have not yet secured alternative premises as a base for our head office, and so continue to experience difficulties since despite an extensive amount of hall hire, we are still not able to secure sufficient income to cover the costs of the building. Securing grants and securing a more affordable base will both have a positive impact on the budget.

7.4 The charity has been in discussion with the landlord of one of the charity's hostels regarding the landlord electric meter. It has transpired that due to the design of the buildings, the charity has been paying for landlord electric for the building next door. Both buildings are owned by our landlord. The responsibility for the meter was moved to the landlord in February 2019, and it was agreed, after negotiation, that the landlord would reimburse 50% of any bills that The Renewal Programme could provide for past years. As a result, the landlord has issued a payment to the Renewal Programme £70,126.80 and the matter is now resolved.

7.5 The cash reserves built by the sale of Palmerston Road in 2016 and small surpluses over the past 2 years mean that the charity is able to continue as a going concern.

7.6 The charity does not have liabilities arising from and does not operate a defined benefit pension scheme for its staff.

7.7 The charity's current investment strategy is to hold financial assets in deposit accounts with an authorised financial institution. All financial assets are regarded as current assets in accordance with the reserves policy.

## Principal risks and uncertainties

8.1 The Board of Management (trustees) and Senior Management Team have undertaken a thorough assessment of the risks faced by the organisation and, explored mitigation of the risks identified. Our priority risk is effectively managing the many risks posed by covid-19, including managing financially, along with a focus on health and safety and welfare of our service users, staff and volunteers. Elsewhere, the trustees have been satisfied that systems and procedures to manage risks have been adopted. The risk register is reviewed at least bi-annually. The trustees have also participated in facilitated away days as part of the assessment process.

8.2 These principle risks the trustees have identified and the mitigations for each risk:

|  |  |
|--|--|
| <p>Covid-19 global pandemic</p>  | <ul style="list-style-type: none"> <li>• Trustees acknowledge that there are ongoing and uncertain operational and financial risks involved with covid-19, depending on how long the pandemic lasts.</li> <li>• We will work to ensure all staff, volunteers, service users and hirers adhere to government and public health guidance in order to minimise risks of infection. Documented risk assessments and management plans to be put in place for all organisational activities and appropriate signage, personal protective equipment and appropriate communications to be used in all facilities.</li> <li>• We will seek to secure specific covid-19 recovery resources to support people and communities impacted.</li> </ul>                          |
| <p>Financial sustainability through generating sufficient income and keeping costs low</p> | <ul style="list-style-type: none"> <li>• Past programme of cost cutting and outsourcing, focused on back office and over heads</li> <li>• Investment in infrastructure to improve future income e.g. new website and donation handling facilities and development of digital presence. The charity is looking to now maximise new sources of income from the website and fundraising, grant applications and considering alternative approaches such as forming partnerships</li> <li>• Previous programme of reducing use of multiple premises for the charity operations, and thereby reducing exposure to fluctuating or unexpected building costs. The charity is now examining options for the head office site to identify future cost savings.</li> </ul> |
| <p>Health and Safety of service users, staff, volunteers, people using our facilities.</p> | <ul style="list-style-type: none"> <li>• Focus on improving and maintaining safety in our buildings and monitoring ongoing programme of work and safety checks</li> <li>• Engagement of professional advice from Park City Consulting</li> <li>• Involving staff across the charity in regular Safety First meetings</li> </ul>  |

## Newham Community Renewal Programme

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|--|--|
| Reliance on London Borough of Newham as a funder and managing uncertainties around contracts | <ul style="list-style-type: none"><li>The Chief Executive has sought to build positive relationships with senior figures at the Council. The charity continues to try to build alternative sources of income from fundraising etc. to balance this dependency on local authority funding.</li></ul>  |
| Safeguarding   | <ul style="list-style-type: none"><li>The charity regularly refreshes its Child and Adult Safeguarding policies. The trustees will continue to review the charity's approach to safeguarding to identify any further best practice to implement, having held a discussion on safeguarding at a Board meeting in February 2020.</li></ul>   |
| Housing Services   | <ul style="list-style-type: none"><li>The charity has been focusing on the management of the housing service tenant debt and voids. Our efforts have borne fruit and our management of housing debts and voids is significantly better than the previous year and has contributed to our financial surplus. We are now focusing on improving other areas of quality of service and exploring with the Council how we might contribute to the development of the Council's response to homelessness in the borough.</li></ul> |

## Incidents

8.3 The charity reported an incident to the Charity Commission in October 2019. One of the charity's hostel tenants died unexpectedly whilst spending time away from the hostel visiting their family. The charity made a report to the Charity Commission because at the time, the cause of death of the tenant was unknown. We have been in close contact with the tenant's family, and have subsequently learned that sadly the person died of a medical problem. The Charity Commission confirmed that they do not have any further questions and are satisfied the Trustees are dealing with the matter appropriately and responsibly.

8.4 In August 2019 there was a serious fire at the building next door to the charity's main base in High St North, Manor Park. Fortunately the damage was relatively minor and the charity was able to carry on services as normal at the start of the September 2019 term.

## Management of Personal Data

8.5 The charity carried out extensive work in preparation for GDPR. Each team prepared a Personal Data Impact Assessment to identify any personal data the team worked with, and checked compliance with the new regulations. An action plan was prepared by each team. All staff and volunteers take part in training event to check their understanding about personal data and confidentiality, and to support staff and volunteers to improve their awareness of how personal data can be lost, even unintentionally.

## Reserves policy

9.1 The Board aims to hold three to six months' expenditure equivalent to between £400,000 and £800,000 as current assets within unrestricted reserves, in accordance with the charity's Reserves Policy. At the year-end there were general unrestricted reserves of £497,976

9.2 The reserve held is required to meet potential entitlements to severance pay if that were to crystallise at the current time, plus the cost of fulfilling contracts for utilities, rent etc. during the notice period required at the charity's properties. Ensuring there are sufficient funds to cover severance pay is essential due to the risk that contracts could come to an end and not be renewed, plus allowing the time to manage an orderly consultation period and exit for staff. The Board has continued with its strategy of funding RAMP from reserves as there is insufficient income to fully cover the cost of the service, but the Board believes it is an important service for the people of Newham.

9.3 In 2018–2019 The Board decided to allocate a reserve of £100,000 to enable the charity to manage any future significant structural change arising through the requirement to move premises or the development of our housing service.

9.4 The Board aims to maintain unrestricted reserves at the current time to improve resilience in the event of crystallisation of risks with abnormal impact, such as loss of a major contract for services. There is a detailed calculation of the funds required to meet contract commitments.

## Plans for the future

10.1 Prior to the onset of Covid-19 we had developed a vision for 2023 as part of our work on Mission, Vision and Values, with the three key areas of focus being:

1. To make a measurable impact on the lives of more people in Newham
2. To ensure we are always proud of our work, whilst being innovative, flexible and adaptable
3. To achieve a balanced budget, with diverse funding sources.

10.2 Our pre-covid-19 strategy for delivery through to 2023 included the following detail:

- Having previously reshaped and refocused the charity at a lower level of turnover and activity, focus is on preserving and maintaining income streams for our advice and advocacy work, youth, training and housing services, the Board of Trustees has reviewed the charity's strategy in the light of the loss of the Carers Advice Service and Youth contracts. Our focus going forward is to prioritise our housing services and our education services, where we intend to build a new focus around developing a volunteering programme embedded in our housing and education provision.

# Newham Community Renewal Programme

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- We have developed firm plans for a new volunteer programme called Share and Give, and have made a number of applications to major grant funders to support delivering of this new programme. Our plan is for Share and Give to become a substantial new service, encompassing our updated youth offer.
- We have remained in conversation with London Borough of Newham about the development of homelessness related services and continue to explore options to expand provision by taking on additional hostels or extending our current provision to accommodate higher needs tenants.
- We continue to make planned grant applications, bringing in external expertise to assist us with developing proposals for major grant funders, fitting with our new priorities.
- Continued focus has ensured our back office and overhead costs are streamlined to reflect the reduced size of the organisation, and in the near future this we will especially looking at options for achieving cost savings in relation to our head office building.
- Growing our fundraising income, particularly in relation to achieving donations through our website driven by our social media and digital activity.
- We continue to explore ways of improving our internal management of the charity's services, and have begun implementation of a new project and programme management tool called Upshot.

*Our Support and Empowerment Model sets out our approach to supporting people in the local community in Newham, how we plan to support them and what we hope to support them to achieve.*



## Newham Community Renewal Programme

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#### For the year ended 31 March 2020

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10.3 The Board does not expect the charity to grow its overall scale, but rather the income and service capacity of the charity to settle at current levels, where our focus will be on ensuring we generate enough income to cover our costs going forward. The Board believes this provides a sustainable capacity for which funding can be sought in future and provides resilience against the risk of further reductions in funding for major contracts for services, particularly those held with London Borough of Newham.

10.4 The strategy for improving resilience and growing income has the following features:

- The charity's income from contracts with London Borough of Newham, excluding housing benefit income, was 45% (last year 46%) of the charity's income for the year to 31 March 2020. The trustees feel this provides the charity with some mitigation of being reliant on a single funder.
- The Renewal Programme Chief Executive has continued to collaborate with other charities in Newham to develop One Newham, an independent charitable incorporated organisation that was created to open up new contracting and grant opportunities, bring new funding into the borough and ultimately play a key role in improving the lives of local people. The collaboration has allowed member organisations to learn from each other, benefit from each other's strengths and expertise and innovate to find solutions to the issues that concern local people and communities. The Renewal Programme's Chief Executive is a Director of the One Newham CIO, along with several other senior figures from the charity sector across Newham. In recent months One Newham has been instrumental in working with the local authority and other partners in developing a sector wide response to covid-19 in the borough. It is expected that Newham Council will seek tenders in 2021 for the establishment of a second tier umbrella organisation to support and develop Newham's voluntary sector, and that One Newham will bid for this work.
- The Chief Executive co-chairs a group called Newham Homelessness Forum, a collaborative forum for voluntary sector organisations working on homelessness issues across the borough. Through leadership of the forum, the Chief Executive has been actively involved in assisting Newham Council to develop its proposals for improved support for people in Newham impacted by homelessness.
- We are making progress against our vision, and maintaining a balanced budget remains the greatest challenge in the face of cost increases such as pensions and utilities and loss of two contracts.

#### **Covid-19 response strategy.**

The plans for our pre-covid-19 strategy are still very much relevant, however they need to be reviewed in the very different context of the global pandemic. The challenge we face as an organisation is how do we emerge from covid-19 stronger, more resilient and better able to meet the needs of our service users?

Given both the global pandemic and our recent change in leadership, 2020/21 will be an opportune time to review our mission, vision and values to help ensure that our work remains targeted and impactful. Many of our user groups have been affected in different ways by covid-19

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and the types and intensity of support required has changed. For example the pandemic has exposed the particular vulnerabilities of groups such as those with no recourse to public funds and BAME groups. The way we work with these groups is therefore likely to need to change going forward. The strategic action required is to review and better understand the needs of our user groups and surrounding communities to ensure that our mission, vision, values and service offerings remain relevant and impactful.

How we work, both internally and externally will need to change going forward. As a front facing community development charity, we have obviously had to restrict physical access to our facilities and services. How we safely re-integrate our community of service users, staff and volunteers will be of utmost importance. This process will involve:

- More robust IT systems to better enable home working, on line service offerings and greater interaction with stakeholders. To include improved hardware (laptops, phones), software, staff training and digital awareness.
- Development of new longer term service areas, including possibly online learning, befriending, immigration support and others.
- Raising our online profile by developing our website and increasing our use of social media platforms for greater digital engagement.
- Flexible leadership, agile governance and a proactive approach to supporting the training and wellbeing needs of staff and volunteer teams will be critical to help navigate this unprecedented period of time.

The importance of volunteers to the work of the Renewal Programme and many other charities takes on new significance in a post covid-19 world. The combination of reduced financial resources and an upswell in people wanting to volunteer provides us with a unique opportunity to increase our work with volunteers going forward and fits well with our pre-covid19 plans for Share and Give. The ability to recruit and retain a greater number of volunteers, particularly professionals and remote serving volunteers will be important.

Our financial projections for 2020/21 have been affected by the pandemic, with projected loss of income through both facility hire and fundraised income. Efforts will therefore need to be focused on a revised fundraising and income generation strategy in light of covid-19.

### Delivering a positive experience for our Supported Housing tenants

We carried out a survey with our Supported Housing tenants in the winter of 2019.



94% of those completing the survey said that were satisfied with the service provided by The Renewal Programme, including the quality of their homes.

Respondents reported a positive experience in receiving advice and support about paying their rent, receiving benefits, and securing a permanent future home.

As part of our work to make tenants feel valued and supported, we arranged for tenants to receive a christmas gift from The Basket Brigade and handmade Christmas Cards by children at St Stephen's Primary School.

54% of tenants who completed the Outcome Star tracker reported an improvement in their emotional and mental health over time, and 2/3rds reported an improvement in their physical health.

## Structure, governance and management

Newham Community Renewal Programme ("The Renewal Programme") is a company limited by guarantee and a registered charity. The company was incorporated on 31 August 1977 and registered as a charity on 5 June 1978. The objects of the Renewal Programme are set out in its governing instrument, the Memorandum and Articles of Association, as modified by the Companies Act 2006.

The governing body of the Renewal Programme are the trustees, known as the Board of Management (Board); members of the Board are non-executive and unpaid. The Board meets ten times a year and retains full and effective control over the company; it monitors the performance of senior management and reviews the quality, effectiveness and timeliness of information provided by the senior management. It takes the lead in major strategic decisions and has ultimate responsibility for the conduct and financial stability of the Renewal Programme. For the purposes of the Companies Act, the Board of Management is considered to be the Board of Directors of Newham Community Renewal Programme Ltd. Members of the Board are considered to be the Directors.

The Board may consist of not more than 20 members. Members are appointed for a term of 3 years. Every year, the longest serving one third of members must retire but are eligible for re-election.

Trustees may reasonably claim out of pocket expenses incurred such as for travel or training courses.

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The Board is responsible for:

- Defining the ethos and direction of The Renewal Programme;
- Setting and monitoring Renewal Programme policies;
- Employing all staff, including recruitment and staff development;
- Leasing or purchasing all premises used by the Programme;
- Applying for grants and holding funds, holding of contracts;
- Approving budgets and work plans for each area of work; and
- Appointing and monitoring the work of each of its sub-committees.

The Board delegates the management of the company to the Senior Management Team which comprises the Chief Executive (Ruth Bravery to March 2020, Peter Laing from March 2020) and the Directors (Louise Vera, Shirley Barber (until June 2019), Liam Walsh (until July 2019), Steve Wyatt (from Dec 2019) and Damian Callender (from July 2019). (The titles of senior managers may include the word 'director' although these individuals are not Directors of the Renewal Programme under the Companies Act).

More biographies and more information about the Trustees and the Senior Management Team can be found on the charity's website [www.renewalprogramme.org.uk](http://www.renewalprogramme.org.uk)

### Appointment of trustees

New trustees are recruited either by word of mouth, advertisement or via East London Business Alliance which is an organisation engaged in matching business volunteers with charities in the area. All prospective trustees are invited to attend an informal interview, and a meeting of the Board as observers, spend some time with the Chief Executive and are taken on a tour of The Renewal Programme before being formally asked to become members of the organisation and of the Board. References are taken up and a DBS check is completed.

Rev'd Tim Dean joined the Board in July 2019 after being involved in the charity for a while as a supporter. The Board were delighted that Ifeoma Okafor agreed to be our new Treasurer and Lois Lindley our Vice-Treasurer at the charity's AGM in April 2019 – the charity is blessed to have such a strength of skills to draw on.

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*Our Chair Arnold Ridout and Vice Chair Amma Antwi-Yeboah running a stall at East London Business Alliance Trustee Recruitment Event.*

### Trustee induction and training

Trustees are kept regularly informed of suitable training offered from a range of organisations including Sayer Vincent, BWB legal firm and NCVO amongst others, covering a wide selection of subjects such as legal, finance and trustee responsibilities. Trustees are able to recover their cost of travel and the course fee.

### Related parties and relationships with other organisations

The charity does not have any related or subsidiary undertakings. The charity is a member of the Youth Provider Partnership Community Interest Company through which the charity operates in partnership with 5 other local charities to deliver the contract for youth services across the London Borough of Newham, and is also a founding member of One Newham, A CIO established to support collaborative working across the voluntary sector in Newham .

### Remuneration policy for key management personnel

The charity operates according to a pay scale that was refreshed on 1<sup>st</sup> April 2017. The charity aspires to be a London Living Wage employer and had planned to make this change over a 2 -year period. With the rise of the London Living Wage each year, implementing the increase has been challenging and has taken us longer than we hoped. The Trustees approved that from 1st April 2020 the London Living Wage will be implemented in full.

The charity does not operate any kind of performance pay arrangement. The salary of the Chief Executive on appointment was set at £70,000 per annum by the Board having reviewed salaries for Chief Executives in similar organisations.

## Employee information

Renewal Programme staff and volunteer away day June 2019



Ruth Bravery stepped down as Chief Executive on 31 March 2020 after leading The Renewal Programme for 5 years. Trustees would like to put on record our thanks to Ruth for her excellent work throughout this period and wish her the very best for her future endeavours.

We are delighted that Peter Laing joined us on 16<sup>th</sup> March 2020 as our new Chief Executive. Peter has spent the past 30 years working in Newham, most recently as Chief Executive of Bonny Downs Community Association where he was for 11 years. Peter brings strong leadership, project management, strategic planning and fundraising skills and experience to the Renewal Programme.

The charity carried out a Staff and Volunteer Survey in summer of 2019. 70% of those who completed the survey expressed their satisfaction in working at The Renewal Programme, and 100% of the respondents said they would recommend The Renewal Programme as a good place to work.

During the year staff were individually consulted about changes to their role where there was a risk that the change may result in redundancy or TUPE. Where possible, staff were found alternative roles elsewhere in the charity, and this was possible on some occasions.

In October 2016 staff, volunteers and trustees developed the charity's Mission, Vision and Values. We identified the values by which we want to work and act with each other and the people we serve:

### Our Values

Understanding the uniqueness of the people we support, keeping them central to our focus

Treating each other with fairness, dignity and respect, without discriminating, judging or blaming

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### Trustees' annual report

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| To be professional, confidential and objective when working with our service users   |
| To be kind, empathetic, compassionate and empower people, but avoid creating dependency                                    |
| To work as a team within the organisation, and partner with others, so we can provide support to the best of our abilities |
| To be trusted, taking responsibility and being accountable for our actions   |

### Funds held as custodian trustee on behalf of others

The charity supports our beneficiaries to make applications for personal welfare grants to other organisations. If these are paid to The Renewal Programme bank account, they are usually paid directly and immediately to the beneficiaries in question.

At the year end the charity was holding £128 on behalf of Beaconsfield Team Ministry. Beaconsfield Team Ministry intend for this money to be given to an individual in need of welfare support. The amount is shown on the balance sheet, and spending of the amount is decided by the Beaconsfield Team Ministry.

### Fundraising Governance and Practice

The Renewal Programme does not have a fundraising department or any staff dedicated to fundraising activity. Rather, the task of fundraising sits with each senior manager as part of their overall responsibility for delivering and funding their services. The focus has been on securing contracts or grants from the local authority and grant funding bodies. The charity has been fortunate to have long standing support from a number of churches both in Newham and much further afield, who have freely given financial support to the charity for many years.

As part of the charity's future plans, a greater focus on community fundraising has been developed to ensure the charity has a sustainable flow of income from a variety of sources. As the focus on fundraising is growing, the charity has looked to ensure that governance is in place support this future growth of activity. During the year a new staff member was appointed who has digital and social media communication skills, and the focus of their role is to assist the charity to increase its income from on-line donations through an enhanced digital and social media communications strategy.

In the summer of 2017 the charity registered with the Fundraising Regulator and reviewed or developed policies around Donations, Complaints, Data Protection and Trustee Recruitment. The initial focus of the charity's fundraising efforts has been through the website and social media, as well as taken up opportunities to participate in events such as the Walk for Peace and being part of the vote in Tesco's Bags of Help.

### Trustees' annual report

For the year ended 31 March 2020

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The charity has on two occasions paid self-employed contractors through formal contractual agreements. One contract was held with an organisation to provide assistance with identifying suitable grant funders to apply to, and assist in writing the grant applications. The content of the grant applications remained the responsibility of The Renewal Programme at all times. A second agreement was made with a freelance events organiser to assist the charity with the annual Harvest Festival event during a period of shortage of staff otherwise able to assist.

The charity has not received any fundraising complaints during the period and has not recorded or identified any areas which are not compliant with the code. Also we do not currently have a programme of direct mail, and our relationships with our supporters come from partnerships and relationships with the local community. We know the majority of our supporters well, and would be aware of anyone requiring additional support due to their vulnerability or frailty.

## Charity Governance

The Trustee Board of Management has considered in detail the Charity Governance Code for larger charities and the 7 principles contained within the Code. The Board considers that Trustees individually and collectively are actively and positively involved in the running of the charity. This is achieved through the regular meetings of the Board, plus the opportunity for trustees to attend meetings such as House Meetings or Senior Management Team, and contribute towards specific projects. The Board considers that it has the right balance in terms of delegation to the senior management team and avoid blurring this boundary, whilst also providing proactive support.

As part of developing the charity's Governance Policy, the Board considered the role of committees and working groups. A formal Finance and Funding sub-committee operates to support the Board with detailed consideration of the charity's financial matters. A Property Committee has also been formed on a temporary basis to support the more detailed deliberation of options concerning the charity's head office.

## Statement of responsibilities of the trustees

The Board members (who are also trustees and directors of Newham Community Renewal Programme for the purposes of company law) are responsible for preparing the report of the Board of Management and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

## Newham Community Renewal Programme

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- State whether applicable UK Accounting Standards and statements of recommended practice 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 operation

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

In so far as the Board of Management are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware
- The Board members have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

The Board members 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.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2020 was 10 (2019: 10). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

## Auditor

Sayer Vincent LLP was re-appointed as the charitable company's auditor during the year and has expressed its willingness to continue in that capacity.

Approved by the Board of Management on 2 November 2020 and signed on its behalf by

Arnold Ridout  
Chair

Ifeoma Okafor  
Treasurer

## Independent auditors' report

To the members of

### Newham Community Renewal Programme

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## Opinion

We have audited the financial statements of Newham Community Renewal Programme (the 'charitable company') for the year ended 31 March 2020 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice
- Have been prepared in accordance with the requirements of the Companies Act 2006

## Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express

## **Independent auditors' report**

**To the members of**

### **Newham Community Renewal Programme**

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any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the trustees' annual report for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report has been prepared in accordance with applicable legal requirements

## **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- Adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of trustees' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

## **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## Independent auditors' report

To the members of

### Newham Community Renewal Programme

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In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

## **Independent auditors' report**

**To the members of**

**Newham Community Renewal Programme**

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### **Use of our report**

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Joanna Pittman (Senior statutory auditor)

16 December 2020

for and on behalf of Sayer Vincent LLP, Statutory Auditor  
Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL

Newham Community Renewal Programme Limited

Statement of Financial Activities (incorporating an income and expenditure account)

For the year ended 31st March 2020

|   | Note | Restricted funds<br>£ | Unrestricted funds<br>£ | 2020<br>Total<br>£ | 2019<br>Total<br>£ |
|---|------|-----------------------|-------------------------|--------------------|--------------------|
| <b>Income</b>                               |      |                       |                         |                    |                    |
| <i>Income from</i>                          |      |                       |                         |                    |                    |
| Donations and Legacies                      |      | -                     | 21,226                  | 21,226             | 12,891             |
| Other Trading Activities                    |      | -                     | 69                      | 69                 | 1,960              |
| Interest income                             |      | -                     | 3,893                   | 3,893              | 3,486              |
| Other income                                |      | -                     | 70,127                  | 70,127             | -                  |
| <i>Income from charitable activities</i>    |      |                       |                         |                    |                    |
| RP Training and Education                   | 2    | 53,959                | 231,160                 | 285,119            | 274,399            |
| RAMP  |      | 65,400                | 17,460                  | 82,860             | 75,450             |
| RP Housing Services                         |      | 1,478                 | 809,093                 | 810,571            | 679,888            |
| Newham Carers' Network                      |      | 88,000                | 61,650                  | 149,650            | 282,409            |
| RP Youth Services                           |      | 12,000                | 123,857                 | 135,857            | 126,927            |
| Community Facilities                        |      | -                     | 94,676                  | 94,676             | 93,453             |
| Positive Activities                         |      | 1,250                 | -                       | 1,250              | 782                |
| <b>Total income</b>                         |      | <b>222,087</b>        | <b>1,433,211</b>        | <b>1,655,298</b>   | <b>1,551,645</b>   |
| <b>Expenditure</b>                          |      |                       |                         |                    |                    |
| <i>Expenditure on raising funds</i>         |      |                       |                         |                    |                    |
|   |      | -                     | 11,409                  | 11,409             | 617                |
| <i>Expenditure on charitable activities</i> |      |                       |                         |                    |                    |
| RP Training and Education                   |      | 40,402                | 197,228                 | 237,630            | 236,376            |
| RAMP  |      | 69,797                | 33,994                  | 103,791            | 100,506            |
| RP Housing Services                         |      | 1,478                 | 867,500                 | 868,978            | 668,140            |
| Newham Carers' Network                      |      | 67,282                | 70,711                  | 137,993            | 260,405            |
| RP Youth Services                           |      | 13,487                | 105,911                 | 119,398            | 122,550            |
| Community Facilities                        |      | -                     | 141,245                 | 141,245            | 125,289            |
| Positive Activities                         |      | 3,212                 | 4,493                   | 7,705              | 5,454              |
| <b>Total expenditure</b>                    | 3    | <b>195,658</b>        | <b>1,432,491</b>        | <b>1,628,149</b>   | <b>1,519,337</b>   |
| Net income / (expenditure) for the year     | 6    | 26,429                | 720                     | 27,149             | 32,308             |
| Transfers between funds                     |      | -                     | -                       | -                  | -                  |
| Net movement in funds                       |      | 26,429                | 720                     | 27,149             | 32,308             |
| Funds at 1 April 2019                       |      | 42,294                | 667,383                 | 709,677            | 677,369            |
| <b>Funds at 31 March 2020</b>               | 12   | <b>68,723</b>         | <b>668,103</b>          | <b>736,826</b>     | <b>709,677</b>     |

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in Note 12 to the financial statements.

# Newham Community Renewal Programme Limited

## Balance sheet

Company no. 1327924

As at 31st March 2020

|   | Note  | 2020<br>£        | 2019<br>£        |
|---|-------|------------------|------------------|
| <b>Fixed assets</b>                           |       |                  |                  |
| Tangible fixed assets                         | 9     | 2,783            | 4,540            |
|   |       | <u>2,783</u>     | <u>4,540</u>     |
| <b>Current assets</b>                         |       |                  |                  |
| Debtors                                       | 10    | 367,348          | 184,300          |
| Short-term deposit                            |       | 361,213          | 357,982          |
| Cash at bank and in hand                      |       | 393,458          | 355,038          |
|   |       | <u>1,122,019</u> | <u>897,320</u>   |
| <b>Creditors: amounts due within one year</b> | 11    | <u>(387,976)</u> | <u>(192,183)</u> |
| <b>Net current assets</b>                     |       | <u>734,043</u>   | <u>705,137</u>   |
| <b>Net assets</b>                             |       | <u>736,826</u>   | <u>709,677</u>   |
| <b>Funds</b>                                  |       |                  |                  |
| Restricted funds                              |       |                  |                  |
| Revenue                                       |       | 68,723           | 42,294           |
| Designated Funds                              |       |                  |                  |
| Property Reserve                              |       | 100,000          | 100,000          |
| Services Reserve                              |       | 70,127           | -                |
| Unrestricted funds                            |       |                  |                  |
| General                                       |       | 497,976          | 567,383          |
| <b>Total funds</b>                            | 12,13 | <u>736,826</u>   | <u>709,677</u>   |

Approved by the Board of Management on 2 November 2020 and signed on its behalf by

Arnold Ridout  
Chair

Newham Community Renewal Programme Limited

Statement of Cashflows

For the year ended 31st March 2020

|  | 2020              |                   | 2019              |                   |
|--|-------------------|-------------------|-------------------|-------------------|
|  | £                 | £                 | £                 | £                 |
| <b>Cash flows from operating activities:</b>               |                   |                   |                   |                   |
| Net income/(expenditure) for the year                      | 27,149            |                   | 32,308            |                   |
| Adjustments for:   |                   |                   |                   |                   |
| Depreciation charges                                       | 2,406             |                   | 3,731             |                   |
| Interest from short term deposit                           | (3,231)           |                   | (2,900)           |                   |
| (Increase)/decrease in debtors                             | (183,048)         |                   | (27,968)          |                   |
| Increase/(decrease) in creditors                           | 195,793           |                   | 13,847            |                   |
|  | <u>          </u> |                   | <u>          </u> |                   |
| <b>Net cash provided by (used in) operating activities</b> |                   | <b>39,069</b>     |                   | 19,018            |
| <b>Cash flows from investing activities:</b>               |                   |                   |                   |                   |
| Purchase of tangible fixed assets                          | (649)             |                   | -                 |                   |
|  | <u>          </u> |                   | <u>          </u> |                   |
| <b>Net cash provided by (used in) investing activities</b> |                   | <b>(649)</b>      |                   | -                 |
| Change in cash and cash equivalents in the year            |                   | <b>38,420</b>     |                   | 19,018            |
| Cash and cash equivalents at the beginning of the year     |                   | <b>355,038</b>    |                   | 336,020           |
|  |                   | <u>          </u> |                   | <u>          </u> |
| Cash and cash equivalents at the end of the year           |                   | <b>393,458</b>    |                   | 355,038           |
|  |                   | <u>          </u> |                   | <u>          </u> |

## 1 Accounting policies

### a) Statutory information

Newham Community Renewal Programme Limited is a charitable company limited by guarantee and is incorporated in England and Wales.

The registered office address and principal place of business is 395 High Street North, Manor Park, London E12 6PG.

### b) Convention

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) – (Charities SORP 2015 (Second Edition, effective 1 January 2019) – (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (September 2015) and the Companies Act 2006.

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the Charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of approval of the financial statements. In particular the trustees have considered the Charity's forecasts and projections. After making enquiries the trustees have concluded that there is a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Charity therefore continues to adopt the going concern basis in preparing its financial statements.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

### c) Donations and Legacies

Donations, legacies and gifts are included in full in the statement of financial activities when receivable. Volunteer time is not included in the financial statements.

### d) Grants and Commissioned Services income recognition

Income from grants and commissioned services is recognised in full in the statement of financial activities in the year in which the income is receivable.

### e) Rental income recognition

Rental income is included in full in the statement of financial activities when receivable. Contractual and fee income is recognised in the financial statements to the extent that entitlement had been earned at the year end through performance of the contract.

### f) Deferred income

Where unconditional entitlement to income receivable is dependent upon fulfilment of conditions within the charity's control, the incoming resources are recognised when there is sufficient evidence that conditions will be met. Where there is uncertainty as to whether the charity can meet such conditions the incoming resource is deferred.

### g) Grants for the purchase of fixed assets

Grants for the purchase of fixed assets are credited to restricted incoming resources when receivable. Depreciation of fixed assets purchased with such grants is charged against the restricted fund. Where a fixed asset is donated to the charity for its own use, it is treated in a similar way to a restricted grant.

Notes to the financial statements

For the year ended 31st March 2020

1 Accounting policies (continued)

h) Expenditure

Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.

Expenditure is allocated to the particular activity where the cost relates directly to that activity. Support costs include the salary and overhead costs not directly related to the charitable activity and Governance costs are the costs associated with the governance arrangements of the charity. These costs are associated with constitutional and statutory requirements and include any costs associated with the strategic management of the charity's activities. Support costs and Governance costs are allocated to the charitable activities in proportion to direct staff costs as follows:

|                           | 2020           | 2019           |
|---------------------------|----------------|----------------|
| RP Training and Education | 16.68%         | 17.94%         |
| Community Facilities      | 11.68%         | 10.96%         |
| RAMP                      | 4.08%          | 3.91%          |
| RP Housing Services       | 48.57%         | 34.15%         |
| Newham Carers' Network    | 9.94%          | 22.91%         |
| RP Youth Services         | 8.49%          | 9.84%          |
| Positive Activities       | 0.56%          | 0.29%          |
|                           | <u>100.00%</u> | <u>100.00%</u> |

Expenditure on raising funds relate to the costs incurred by the charitable company in raising funds for the charitable work.

i) Depreciation

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

|                                  |                            |
|----------------------------------|----------------------------|
| Furniture, fixtures and fittings | 20% straight line          |
| Office equipment                 | 25% straight line          |
| Leasehold property               | over the life of the lease |

Items of equipment are capitalised where the purchase price exceeds £500. Depreciation costs are allocated to activities on the basis of the use of the related assets in those activities. Assets are reviewed for impairment if circumstances indicate their carrying value may exceed their net realisable value and value in use.

j) Restricted funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management and support costs.

k) Unrestricted funds

Unrestricted funds are donations and other income receivable or generated for the objects of the charity.

l) Reserve transfers

Transfers from general to restricted funds are made to cover funding shortfalls on restricted activities.

m) Leased assets

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remain with the lessor, are charged to the statement of financial activities on a straight line basis over the length of the lease.

n) Pension scheme

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. The pension cost charge represents contributions payable under the scheme by the charitable company to the fund. The charitable company has no liability under the scheme other than for the payment of those contributions.

o) Donated goods

Donated goods represent assets donated for distribution or use by the charity. Assets given for distribution are recognised as incoming resources only when distributed. Assets given for use by the charity are recognised when receivable. Donated goods are valued at the amount actually realised from the disposal of the assets or at the price the charity would otherwise have paid for the assets.

**1. Accounting policies (continued)**

**p) Financial Instruments**

Financial assets such as cash and debtors are measured at their present value of the amounts receivable, less an allowance for the expected level of doubtful receivables. Financial liabilities such as trade creditors, loans and finance leases are measured at the present value of the obligation. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**q) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**r) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account. Cash balances exclude any funds held on behalf of service users.

**s) Short term deposits**

Short term deposits includes cash balances that are invested in accounts with a maturity date of between 3 and 12 months.

**t) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

## Notes to the financial statements

For the year ended 31st March 2020

## 2a Income from charitable activities – Current Year

## Restricted income

|                                   | RAMP<br>£     | Newham<br>Carers'<br>Network<br>£ | RP Youth<br>Services<br>£ | RP Training<br>and<br>Education<br>£ | RP Housing<br>£ | Positive<br>Activities<br>£ | 2020<br>£      |
|-----------------------------------|---------------|-----------------------------------|---------------------------|--------------------------------------|-----------------|-----------------------------|----------------|
| Big Lottery Fund                  | -             | 88,000                            | -                         | -                                    | -               | -                           | 88,000         |
| City Bridge Trust                 | -             | -                                 | -                         | 14,901                               | -               | -                           | 14,901         |
| East End Community Foundation     | -             | -                                 | 10,000                    | -                                    | -               | -                           | 10,000         |
| Isla Project                      | 2,500         | -                                 | -                         | -                                    | -               | -                           | 2,500          |
| Jack Petchey Foundation           | -             | -                                 | 2,000                     | -                                    | -               | -                           | 2,000          |
| The Language Shop                 | -             | -                                 | -                         | 8,068                                | -               | -                           | 8,068          |
| London Over the Border Food Grant | 10,000        | -                                 | -                         | -                                    | -               | -                           | 10,000         |
| Souter                            | 3,000         | -                                 | -                         | -                                    | -               | -                           | 3,000          |
| Mercers                           | -             | -                                 | -                         | 27,790                               | -               | -                           | 27,790         |
| The Society of the Sacred Heart   | 4,000         | -                                 | -                         | -                                    | -               | -                           | 4,000          |
| Community Links                   | -             | -                                 | -                         | 3,000                                | -               | -                           | 3,000          |
| South West Ham Child Society      | 6,500         | -                                 | -                         | -                                    | -               | -                           | 6,500          |
| Grant for Hostel tenants          | -             | -                                 | -                         | -                                    | 1,478           | -                           | 1,478          |
| Trust for London                  | 39,400        | -                                 | -                         | -                                    | -               | -                           | 39,400         |
| The Protection Approach           | -             | -                                 | -                         | -                                    | -               | 1,000                       | 1,000          |
| Other (Welfare Grants below £500) | -             | -                                 | -                         | 200                                  | -               | 250                         | 450            |
| <b>Total restricted income</b>    | <b>65,400</b> | <b>88,000</b>                     | <b>12,000</b>             | <b>53,959</b>                        | <b>1,478</b>    | <b>1,250</b>                | <b>222,087</b> |

## 2b Income from charitable activities – Prior Year

## Restricted income

|                                   | RAMP<br>£     | Newham<br>Carers'<br>Network<br>£ | RP Youth<br>Services<br>£ | RP Training<br>and<br>Education<br>£ | Positive<br>Activities<br>£ | 2019<br>£      |
|-----------------------------------|---------------|-----------------------------------|---------------------------|--------------------------------------|-----------------------------|----------------|
| Big Lottery Fund                  | -             | 46,010                            | -                         | -                                    | -                           | 46,010         |
| City Bridge Trust                 | -             | -                                 | -                         | 20,025                               | -                           | 20,025         |
| East End Community Foundation     | -             | -                                 | 15,000                    | -                                    | -                           | 15,000         |
| Jack Petchey Foundation           | -             | -                                 | 3,000                     | -                                    | -                           | 3,000          |
| London Over the Border Council    | -             | -                                 | -                         | 1,146                                | -                           | 1,146          |
| London Over the Border Food Grant | 10,000        | -                                 | -                         | -                                    | -                           | 10,000         |
| Mercers                           | -             | -                                 | -                         | 22,210                               | -                           | 22,210         |
| Tesco ground works                | 2,000         | -                                 | -                         | -                                    | -                           | 2,000          |
| Seedbed RAMP                      | 10,000        | -                                 | -                         | -                                    | -                           | 10,000         |
| South West Ham Child Society      | 5,900         | -                                 | -                         | -                                    | -                           | 5,900          |
| Trust for London                  | 39,300        | -                                 | -                         | -                                    | -                           | 39,300         |
| Other (Welfare Grants below £500) | -             | -                                 | -                         | -                                    | 782                         | 782            |
| <b>Total restricted income</b>    | <b>67,200</b> | <b>46,010</b>                     | <b>18,000</b>             | <b>43,381</b>                        | <b>782</b>                  | <b>175,373</b> |

## Notes to the financial statements

For the year ended 31st March 2020

## 2 Income from charitable activities (continued)

## Unrestricted income – Current Year

|   | RAMP<br>£     | Newham<br>Carers'<br>Network<br>£ | RP Youth<br>Services<br>£ | RP Training<br>and<br>Education<br>£ | RP Housing<br>£ | Community<br>Facilities<br>£ | 2020<br>£        |
|---|---------------|-----------------------------------|---------------------------|--------------------------------------|-----------------|------------------------------|------------------|
| London Borough of Newham                                    | -             | 57,450                            | 121,437                   | 229,884                              | 142,521         | -                            | 551,292          |
| Fee Income & Other Income                                   | -             | 4,200                             | 750                       | 856                                  | 666,272         | 94,676                       | 766,754          |
| Donations – Individuals and organisations                   | 17,460        | -                                 | 1,670                     | 420                                  | 300             | -                            | 19,850           |
| Other   | -             | -                                 | -                         | -                                    | -               | -                            | -                |
| <b>Total unrestricted income from charitable activities</b> | <b>17,460</b> | <b>61,650</b>                     | <b>123,857</b>            | <b>231,160</b>                       | <b>809,093</b>  | <b>94,676</b>                | <b>1,337,896</b> |

|   |  |  |  |  |  |  |        |
|---|--|--|--|--|--|--|--------|
| Voluntary Income                        |  |  |  |  |  |  | 21,226 |
| Fee income                              |  |  |  |  |  |  | 69     |
| Interest income from short term deposit |  |  |  |  |  |  | 3,231  |
| Interest income other                   |  |  |  |  |  |  | 662    |
| Other Income                            |  |  |  |  |  |  | 70,127 |

**Total unrestricted income from raising funds** **95,315**

**Total unrestricted income** **1,433,211**

## Unrestricted income – Prior year

|  | RAMP<br>£    | Newham<br>£    | RP Youth<br>£  | RP Training<br>£ | RP Housing<br>£ | Community<br>£ | 2019<br>£        |
|--|--------------|----------------|----------------|------------------|-----------------|----------------|------------------|
| London Borough of Newham                         | -            | 229,799        | 106,556        | 230,054          | 149,713         | -              | 716,122          |
| Fee Income & Other Income                        | 1,955        | 6,600          | 2,311          | 475              | 522,698         | 93,453         | 627,492          |
| Donations – Individuals and organisations        | 6,295        | -              | 60             | 489              | -               | -              | 6,844            |
| Other  | -            | -              | -              | -                | 7,477           | -              | 7,477            |
| <b>Total unrestricted income from charitable</b> | <b>8,250</b> | <b>236,399</b> | <b>108,927</b> | <b>231,018</b>   | <b>679,888</b>  | <b>93,453</b>  | <b>1,357,935</b> |

|   |  |  |  |  |  |  |        |
|---|--|--|--|--|--|--|--------|
| Voluntary Income                        |  |  |  |  |  |  | 12,891 |
| Fee income                              |  |  |  |  |  |  | 1,960  |
| Interest income from short term deposit |  |  |  |  |  |  | 2,900  |
| Interest income other                   |  |  |  |  |  |  | 586    |
| Other Income                            |  |  |  |  |  |  | -      |

**Total unrestricted income from raising funds** **18,337**

**Total unrestricted income** **1,376,272**

## Notes to the financial statements

For the year ended 31st March 2020

## 3a Total Expenditure – Current Year

|                               | Cost of Raising funds<br>£ | Support services<br>£ | RP Training and Education<br>£ | RAMP<br>£      | RP Housing Services<br>£ | Newham Carers' Network<br>£ | RP Youth Services<br>£ | Community Facilities (395)<br>£ | Positive Activities<br>£ | 2020<br>£        |
|-------------------------------|----------------------------|-----------------------|--------------------------------|----------------|--------------------------|-----------------------------|------------------------|---------------------------------|--------------------------|------------------|
| Staff costs (note 4)          | -                          | 205,213               | 123,663                        | 30,259         | 360,193                  | 73,728                      | 62,923                 | 86,639                          | 4,170                    | <b>946,788</b>   |
| <b>Project costs</b>          |                            |                       |                                |                |                          |                             |                        |                                 |                          |                  |
| Activities & other            | -                          | 3,400                 | 24,684                         | 36,919         | 210,832                  | 7,581                       | 20,054                 | 1,688                           | -                        | <b>305,158</b>   |
| Consultancy & outsource costs | -                          | 45,953                | 700                            | -              | -                        | 2,045                       | -                      | -                               | -                        | <b>48,698</b>    |
| Bad debt expense              | -                          | -                     | -                              | -              | 27,446                   | -                           | -                      | -                               | -                        | <b>27,446</b>    |
| Equipment Maintenance         | -                          | 1,517                 | -                              | -              | 460                      | -                           | -                      | -                               | -                        | <b>1,977</b>     |
| Publicity & subscriptions     | -                          | 2,317                 | 400                            | -              | 333                      | 535                         | 173                    | -                               | 290                      | <b>4,048</b>     |
| <b>Overheads</b>              |                            |                       |                                |                |                          |                             |                        |                                 |                          |                  |
| Office costs                  | 11,409                     | 62,942                | 892                            | -              | 9,505                    | 647                         | 422                    | 3,819                           | 474                      | <b>90,110</b>    |
| Premises cost                 | -                          | 9,429                 | 30,335                         | 22,676         | 94,313                   | 19,500                      | 5,728                  | 9,058                           | 850                      | <b>191,889</b>   |
| Depreciation                  | -                          | 1,152                 | -                              | -              | -                        | -                           | 1,117                  | 137                             | -                        | <b>2,406</b>     |
| Audit fees                    | -                          | 9,630                 | -                              | -              | -                        | -                           | -                      | -                               | -                        | <b>9,630</b>     |
|                               | <b>11,409</b>              | <b>341,553</b>        | <b>180,674</b>                 | <b>89,854</b>  | <b>703,082</b>           | <b>104,036</b>              | <b>90,417</b>          | <b>101,341</b>                  | <b>5,784</b>             | <b>1,628,150</b> |
| Allocation*                   | -                          | 341,553               | 56,956                         | 13,937         | 165,896                  | 33,957                      | 28,981                 | 39,904                          | 1,921                    | <b>1.00</b>      |
| <b>Expenditure</b>            | <b>11,409</b>              | <b>-</b>              | <b>237,630</b>                 | <b>103,791</b> | <b>868,978</b>           | <b>137,993</b>              | <b>119,398</b>         | <b>141,245</b>                  | <b>7,705</b>             | <b>1,628,149</b> |

\*Costs have been apportioned based on staff costs for each service area.

## 3b Total Expenditure – Prior Year

|                               | Cost of Raising funds<br>£ | Support services<br>£ | RP Training and Education<br>£ | RAMP<br>£      | RP Housing Services<br>£ | Newham Carers' Network<br>£ | RP Youth Services<br>£ | Community Facilities (395)<br>£ | Positive Activities<br>£ | 2019<br>£        |
|-------------------------------|----------------------------|-----------------------|--------------------------------|----------------|--------------------------|-----------------------------|------------------------|---------------------------------|--------------------------|------------------|
| Staff costs (note 4)          | -                          | 127,776               | 129,656                        | 28,271         | 246,845                  | 165,557                     | 71,116                 | 79,180                          | 2,119                    | <b>850,520</b>   |
| <b>Project costs</b>          |                            |                       |                                |                |                          |                             |                        |                                 |                          |                  |
| Activities & other            | -                          | 1,590                 | 24,525                         | 39,956         | 208,795                  | 6,699                       | 15,346                 | 1,029                           | 381                      | <b>298,321</b>   |
| Consultancy & outsource costs | -                          | 47,049                | -                              | -              | -                        | 2,250                       | -                      | -                               | -                        | <b>49,299</b>    |
| Bad debt expense              | -                          | -                     | -                              | -              | 19,138                   | -                           | -                      | -                               | -                        | <b>19,138</b>    |
| Equipment Maintenance         | -                          | -                     | -                              | -              | 9                        | 39                          | -                      | 9                               | -                        | <b>57</b>        |
| Publicity & subscriptions     | -                          | 2,242                 | 1,150                          | -              | 235                      | 188                         | 287                    | 1,402                           | 235                      | <b>5,739</b>     |
| <b>Overheads</b>              |                            |                       |                                |                |                          |                             |                        |                                 |                          |                  |
| Office costs                  | 617                        | 73,662                | 856                            | 107            | 4,130                    | 607                         | 505                    | 2,790                           | 99                       | <b>83,373</b>    |
| Premises cost                 | -                          | 17,373                | 30,000                         | 21,228         | 93,435                   | 19,598                      | 5,860                  | 8,405                           | 1,800                    | <b>197,699</b>   |
| Depreciation                  | -                          | -                     | -                              | -              | -                        | -                           | 1,907                  | 1,824                           | -                        | <b>3,731</b>     |
| Audit fees                    | -                          | 10,080                | -                              | -              | -                        | 1,380                       | -                      | -                               | -                        | <b>11,460</b>    |
|                               | <b>617</b>                 | <b>279,772</b>        | <b>186,187</b>                 | <b>89,562</b>  | <b>572,587</b>           | <b>196,318</b>              | <b>95,021</b>          | <b>94,639</b>                   | <b>4,634</b>             | <b>1,519,337</b> |
| Allocation*                   | -                          | (279,772)             | 50,189                         | 10,944         | 95,553                   | 64,087                      | 27,529                 | 30,650                          | 820                      | -                |
| <b>Expenditure</b>            | <b>617</b>                 | <b>-</b>              | <b>236,376</b>                 | <b>100,506</b> | <b>668,140</b>           | <b>260,405</b>              | <b>122,550</b>         | <b>125,289</b>                  | <b>5,454</b>             | <b>1,519,337</b> |

\*Costs have been apportioned based on staff costs for each service area.

# Newham Community Renewal Programme Limited

## Notes to the financial statements

### For the year ended 31st March 2020

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#### 4 Staff costs

The average number of employees calculated during the year was:

(Staff numbers are included on a headcount basis and do not take into account part time working)

|                           | 2020<br>No. | 2019<br>No. |
|---------------------------|-------------|-------------|
| RP Training and Education | 7           | 9           |
| RAMP                      | 2           | 2           |
| RP Housing Services       | 10          | 12          |
| Newham Carers' Network    | 2           | 5           |
| RP Youth Services         | 7           | 7           |
| Community Facilities      | 4           | 5           |
| City Bridge               | 2           |             |
| Support Services          | 2           | 2           |
|                           | <hr/>       | <hr/>       |
|                           | <b>36</b>   | <b>42</b>   |
|                           | <hr/> <hr/> | <hr/> <hr/> |

Staff costs in respect of the above employees were as follows:

|                                | 2020<br>£      | 2019<br>£      |
|--------------------------------|----------------|----------------|
| Salaries and wages             | 655,822        | 690,320        |
| Social security costs          | 49,454         | 44,002         |
| Pension contributions          | 22,322         | 25,654         |
| Agency & temporary staff costs | 121,709        | 58,089         |
| Recruitment costs              | 40,599         | 4,566          |
| Redundancy costs               | 23,092         | 2,991          |
| Staff training and welfare     | 10,797         | 3,482          |
| HR Support                     | 18,516         | 17,739         |
| Volunteer expenses             | 4,477          | 3,677          |
|                                | <hr/>          | <hr/>          |
|                                | <b>946,788</b> | <b>850,520</b> |
|                                | <hr/> <hr/>    | <hr/> <hr/>    |

No employees earned between £60,000 – £70,000 during the year (2019 – one).

One employees earned between £70,000 – £80,000 during the year (2019 – none).

The key management personnel of the Charity comprise the Chief Executive and the directors. The total employee benefits of the key management personnel of the Charity were £202,954 (2019: £165,215)

#### 5 Board of Management expenses

2 board members received reimbursement of expenses during the year of £180 (2019: £nil).

# Newham Community Renewal Programme Limited

## Notes to the financial statements

For the year ended 31st March 2020

### 6 Net income for the year

This is stated after charging:

|                                     | 2020<br>£     | 2019<br>£     |
|-------------------------------------|---------------|---------------|
| Depreciation                        | 2,406         | 3,731         |
| Auditors' remuneration (net of VAT) |               |               |
| – for audit work                    | 7,600         | 7,400         |
| Operating lease rental:             |               |               |
| – property                          | 57,653        | 52,500        |
| – other                             | 200           | 12,193        |
|                                     | <u>57,653</u> | <u>52,500</u> |
|                                     | <u>200</u>    | <u>12,193</u> |

### 7 Pension costs

The charity operates a defined contribution pension scheme. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the charity and amounted to £22,586 (2019: £25,098). The charity has no liability other than to pay over contributions.

### 8 Taxation

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

### 9 Fixed assets

|                       | Leasehold<br>property and<br>improvement<br>£ | Office<br>Equipment &<br>Fixtures and<br>Fittings<br>£ | Total<br>£    |
|-----------------------|---|--|---------------|
| <b>Cost</b>           |   |  |               |
| At 1 April 2019       | 1,395   | 10,348   | 11,743        |
| Additions in year     | –   | 649  | 649           |
| Disposals             | –   | –  | –             |
| At 31 March 2020      | <u>1,395</u>                                  | <u>10,997</u>  | <u>12,392</u> |
| <b>Depreciation</b>   |   |  |               |
| At 1 April 2019       | 1,395   | 5,808  | 7,203         |
| Charge for the year   | –   | 2,406  | 2,406         |
| Disposals             | –   | –  | –             |
| At 31 March 2020      | <u>1,395</u>                                  | <u>8,214</u>   | <u>9,609</u>  |
| <b>Net book value</b> |   |  |               |
| At 31 March 2020      | <u>–</u>                                      | <u>2,783</u>   | <u>2,783</u>  |
| At 31 March 2019      | <u>–</u>                                      | <u>4,540</u>   | <u>4,540</u>  |

Newham Community Renewal Programme Limited

Notes to the financial statements

For the year ended 31st March 2020

| 10 Debtors        | 2020<br>£      | 2019<br>£ |
|-------------------|----------------|-----------|
| Supported housing |                |           |
| Rent arrears      | 89,612         | 119,185   |
| Provision         | (71,495)       | (111,445) |
|                   | <b>18,117</b>  | 7,740     |
| Trade debtors     | 110,706        | 61,313    |
| Prepaid expenses  | 196,679        | 40,629    |
| Accrued income    | 41,846         | 74,618    |
|                   | <b>367,348</b> | 184,300   |

| 11 Creditors: amounts due within 1 year | 2020<br>£      | 2019<br>£ |
|---|----------------|-----------|
| Trade creditors                         | 270,885        | 76,411    |
| Accrued expenses                        | 61,659         | 58,484    |
| Deferred income                         | 14,999         | 14,999    |
| Taxation and social security            | 15,451         | 13,858    |
| VAT                                     | 913            | 5,915     |
| Other creditors                         | 24,069         | 22,516    |
|   | <b>387,976</b> | 192,183   |

12a Movements in funds (current year)

|                                 | 1st April<br>2019<br>£ | Income<br>£      | Expenditure<br>£   | Transfer<br>£   | 31st March<br>2020<br>£ |
|---------------------------------|------------------------|------------------|--------------------|-----------------|-------------------------|
| <b>Restricted funds</b>         |                        |                  |                    |                 |                         |
| RAMP                            | 26,809                 | 65,400           | (69,797)           | -               | 22,412                  |
| Newham Carers' Network          | -                      | 88,000           | (67,282)           | -               | 20,718                  |
| RP Youth Services               | 2,900                  | 12,000           | (13,487)           | -               | 1,413                   |
| RP Training and Education       | 8,878                  | 53,959           | (40,402)           | -               | 22,435                  |
| Housing                         | -                      | 1,478            | (1,478)            | -               | -                       |
| Positive Activities             | 3,707                  | 1,250            | (3,212)            | -               | 1,745                   |
| <b>Total restricted funds</b>   | <b>42,294</b>          | <b>222,087</b>   | <b>(195,658)</b>   | <b>-</b>        | <b>68,723</b>           |
| <b>Designated funds</b>         |                        |                  |                    |                 |                         |
| Property Reserve                | 100,000                | -                | -                  | -               | 100,000                 |
| Services Reserve                | -                      | -                | -                  | 70,127          | 70,127                  |
| <b>Total designated funds</b>   | <b>100,000</b>         | <b>-</b>         | <b>-</b>           | <b>70,127</b>   | <b>170,127</b>          |
| <b>Unrestricted funds</b>       |                        |                  |                    |                 |                         |
| General funds                   | 567,383                | 1,433,211        | (1,432,491)        | (70,127)        | 497,976                 |
| <b>Total unrestricted funds</b> | <b>567,383</b>         | <b>1,433,211</b> | <b>(1,432,491)</b> | <b>(70,127)</b> | <b>497,976</b>          |
| <b>Total funds</b>              | <b>709,677</b>         | <b>1,655,298</b> | <b>(1,628,149)</b> | <b>-</b>        | <b>736,826</b>          |

**12 Movements in funds (continued)**  
**Refugee & Migrant Project (RAMP)**

This is a series of funds that provide advocacy and support services to refugees, asylum seekers and migrants. "The Seedbed Christian Fund" is a very welcome grant that arrived in March 2019 and has assisted with the running of RAMP in the year along with grants from long term supporters The Society of the Sacred Heart and Souter Charitable Trust. The grant from London Over the Border began in February 2019 and is to deliver a 3 year programme aimed at improving knowledge about healthy eating and lifestyles amongst local people, who may struggle to afford to feed their family or struggle to understand how to eat healthily on a budget. The grant from Tesco via Groundworks has paid for essential items for the foodbank, including nappies and sanitary products. Trust for London have provided a 2 year grant for The Renewal Programme to work jointly with fellow charity RAMFEL to provide free immigration advice to 40 clients a year whilst also supporting their basic welfare needs. In March 2020 we heard that the Trust for London grant is being extended for a further three years from June 2020 and the amount of support provided as a result of the grant will be increased to meet growing demand. The charity also supports clients to access a number of other funds which provide individual welfare grants, such as South West Ham Child Welfare Society. London Churches Refugee Fund provides funds to cover travel and other personal costs of some of our clients who are refugees.

**Newham Carers' Network**

The Big Lottery grant focuses on empowering carers' physical and mental health and wellbeing. We have completed the first year of a three year grant.

**Renewal Programme Youth Services**

Funding from Jack Petchey provides equipment and support for young people using our Youth Service. East End Community Foundation funds school holiday programmes for young people in Newham and £5,000 towards a youth social action project.

**Renewal Programme Training and Education**

The Mercers grant is from The Charity of Sir Richard Wittington, administered by Mercers. It provides for The Renewal Programme to work in partnership with local charity Rosetta Arts to provide a 2 year arts programme aimed at local people aged over 55 who may never have experienced art first hand before.

The City Bridge Trust grant is to provide informal volunteer-lead classes for older ladies so that they may learn English and improve their ability to engage with the wider community.

Funding to provide more support to local people for whom English is not their first language was also received from The Language Shop and Community Links.

**Housing**

This year we also secured some small individual welfare grants for some of our hostel tenants to assist them with moving on to new permanent accommodation.

**Positive Activities**

These are small grants contributing towards running events at our community facility, including a grant from Lyle's Local Fund to set up a social group for local older men, and the completion of our Sport's England grant to deliver women only keep fit activities. We also received a grant that enables us to be part of the network to support people to report Hate Crime.

**Property Reserve**

For responding to significant structural change, relocation and development of the housing service

**Services Reserve**

The charity has secured agreement from the landlord of the hostel to reimburse the charity for costs related to the landlord electric meter at the hostel. The Board of Trustees has agreed to set this aside as an investment in setting up future services in accordance with the 2023 Strategic Plan, particularly relating to volunteer-involving services.

## Newham Community Renewal Programme Limited

### Notes to the financial statements

For the year ended 31st March 2020

#### 12b Movements in funds (prior year)

|                                 | 1st April<br>2018<br>£ | Income<br>£      | Expenditure<br>£   | Transfer         | 31st March<br>2019<br>£ |
|---------------------------------|------------------------|------------------|--------------------|------------------|-------------------------|
| <b>Restricted funds</b>         |                        |                  |                    |                  |                         |
| RAMP                            | 13,718                 | 67,200           | (54,109)           | -                | 26,809                  |
| Newham Carers' Network          | -                      | 46,010           | (46,010)           | -                | -                       |
| RP Youth Services               | -                      | 18,000           | (15,100)           | -                | 2,900                   |
| RP Training and Education       | -                      | 43,381           | (34,503)           | -                | 8,878                   |
| Positive Activities             | 6,563                  | 782              | (3,638)            | -                | 3,707                   |
| <b>Total restricted funds</b>   | <b>20,281</b>          | <b>175,373</b>   | <b>(153,360)</b>   | <b>-</b>         | <b>42,294</b>           |
| <b>Designated funds</b>         |                        |                  |                    |                  |                         |
| Property Reserve                | -                      | -                | -                  | 100,000          | 100,000                 |
| <b>Total designated funds</b>   | <b>-</b>               | <b>-</b>         | <b>-</b>           | <b>100,000</b>   | <b>100,000</b>          |
| <b>Unrestricted funds</b>       |                        |                  |                    |                  |                         |
| General funds                   | 657,088                | 1,376,272        | (1,365,977)        | (100,000)        | 567,383                 |
| <b>Total unrestricted funds</b> | <b>657,088</b>         | <b>1,376,272</b> | <b>(1,365,977)</b> | <b>(100,000)</b> | <b>567,383</b>          |
| <b>Total funds</b>              | <b>677,369</b>         | <b>1,551,655</b> | <b>(1,519,337)</b> | <b>-</b>         | <b>709,677</b>          |

#### Purposes of Restricted Funds

##### Refugee & Migrant Project (RAMP)

This is a series of funds that provide advocacy and support services to refugees, asylum seekers and migrants. The grant from London Over The Border is to purchase fresh fruit and vegetables for families supported via our Food Bank. The grant from The Society of The Sacred Heart is to pay for salaries for our Refugee and Migrant Project. The London Churches Refugee Fund provides for travel and other costs for clients with refugee status. The charity also supports clients to access a number of other funds which provide individual welfare grants, such as Zakat Foundation and South West Ham Child Welfare Society.

##### Newham Carers' Network

Funding from Carer's Trust funded emotional support to the families of 30 young carers and funding from The Big Lottery focuses on carer's physical and mental wellbeing.

##### Renewal Programme Youth Services

Funding from Jack Petchey provides equipment and support for young people using our Youth Service and East End Community Foundation funds school holiday programmes for young people in Newham. The funding for East Ham Active in association with Bonny Downs funds activities to keep people of all ages active, focused on people who would generally not use sports facilities.

##### Renewal Programme Training and Education

The City Bridge Trust grant is to provide informal volunteer lead classes for older ladies so that they may learn English and improve their ability to engage with the wider community.

The London Over The Border grant is to fund English for Speakers of Other Languages (ESOL) classes for members of the community through local churches.

##### Positive Activities

Lyle's Local Fund has provided a donation to provide 50 hours of sessions for older and isolated people and those who do not have strong English skills to participate in ball room dancing classes. Sport England's fund for Tackling Inactivity and Economic Disadvantage has provided 60 hours of ladies only fitness classes for local women who would not otherwise participate in a fitness activity.

##### Property Reserve

For responding to significant structural change, relocation and development of the housing service

Newham Community Renewal Programme Limited

Notes to the financial statements

For the year ended 31st March 2020

13a Analysis of net assets between funds (current year)

|  | Restricted<br>revenue<br>funds<br>£ | Unrestricted<br>funds<br>£ | Total funds<br>£ |
|--|-------------------------------------|----------------------------|------------------|
| Tangible fixed assets                          | -                                   | 2,783                      | 2,783            |
| Current assets                                 | 68,723                              | 1,053,296                  | 1,122,019        |
| Creditors: Amounts falling due within one year | -                                   | (387,976)                  | (387,976)        |
| Net assets at 31 March 2020                    | <b>68,723</b>                       | <b>668,103</b>             | <b>736,826</b>   |

13b Analysis of net assets between funds (prior year)

|  | Restricted<br>revenue<br>funds<br>£ | Unrestricted<br>funds<br>£ | Total funds<br>£ |
|--|-------------------------------------|----------------------------|------------------|
| Tangible fixed assets                          | -                                   | 4,540                      | 4,540            |
| Current assets                                 | 42,294                              | 855,026                    | 897,320          |
| Creditors: Amounts falling due within one year | -                                   | (192,183)                  | (192,183)        |
| Net assets at 31 March 2019                    | <b>42,294</b>                       | <b>667,383</b>             | <b>709,677</b>   |

Notes to the financial statements

For the year ended 31st March 2020

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**14 Related party transactions**

There have been transactions with one related party in the year to 31st March 2020 (2019: one).

KCT Traders, the business of Dwayne Callender, relation to a member of KMP, completed maintenance work on 43–45 St. Georges on multiple occasions amounting to a cost of £3,682.

Aggregate donations from trustees were £1,539 (2019: £803).

**15 Operating lease commitments**

The charity's total future minimum lease payments under non–cancellable operating leases is as follows for each of the following periods

|                      | 2020<br>£             | 2019<br>£             |
|----------------------|-----------------------|-----------------------|
| <b>Equipment</b>     |                       |                       |
| Less than one year   | 200                   | 12,193                |
| One to two years     | –                     | 9,113                 |
|                      | <u>200</u>            | <u>21,306</u>         |
| <b>Property</b>      |                       |                       |
| Less than one year   | 44,528                | 52,500                |
| One to five years    | 192,953               | 210,000               |
| More than five years | –                     | 13,125                |
|                      | <u>237,480</u>        | <u>275,625</u>        |
| <b>Total</b>         | <u><u>237,680</u></u> | <u><u>296,931</u></u> |

Newham Community Renewal Programme Limited

Notes to the financial statements

For the year ended 31st March 2020

17 Prior Year SOFA

|  | Note | Restricted funds<br>£ | Unrestricted funds<br>£ | 2019<br>Total<br>£ |
|--|------|-----------------------|-------------------------|--------------------|
| <b>Income</b>  |      |                       |                         |                    |
| <i>Income from</i>                                     |      |                       |                         |                    |
| Donations and Legacies                                 |      | –                     | 12,891                  | 12,891             |
| Other Trading Activities                               |      | –                     | 1,960                   | 1,960              |
| Interest income  |      | –                     | 3,486                   | 3,486              |
| Other income   |      | –                     | –                       | –                  |
| <i>Income from charitable activities</i>               |      |                       |                         |                    |
| RP Training and Education                              | 2    | 43,381                | 231,018                 | 274,399            |
| RAMP   |      | 67,200                | 8,250                   | 75,450             |
| RP Housing Services                                    |      | –                     | 679,888                 | 679,888            |
| Newham Carers' Network                                 |      | 46,010                | 236,399                 | 282,409            |
| RP Youth Services                                      |      | 18,000                | 108,927                 | 126,927            |
| Community Facilities                                   |      | –                     | 93,453                  | 93,453             |
| Positive Activities                                    |      | 782                   | –                       | 782                |
| <b>Total income</b>                                    |      | <b>175,373</b>        | <b>1,376,272</b>        | <b>1,551,645</b>   |
| <b>Expenditure</b>                                     |      |                       |                         |                    |
| <i>Expenditure on raising funds</i>                    |      |                       |                         |                    |
|  |      | –                     | 617                     | 617                |
| <i>Expenditure on charitable activities</i>            |      |                       |                         |                    |
| RP Training and Education                              |      | 34,503                | 201,873                 | 236,376            |
| RAMP   |      | 54,109                | 46,397                  | 100,506            |
| RP Housing Services                                    |      | –                     | 668,140                 | 668,140            |
| Newham Carers' Network                                 |      | 46,010                | 214,395                 | 260,405            |
| RP Youth Services                                      |      | 15,100                | 107,450                 | 122,550            |
| Community Facilities                                   |      | –                     | 125,289                 | 125,289            |
| Positive Activities                                    |      | 3,638                 | 1,816                   | 5,454              |
| <b>Total expenditure</b>                               | 3    | <b>153,360</b>        | <b>1,365,977</b>        | <b>1,519,337</b>   |
| Net (expenditure)/income before transfers for the year | 6    | 22,013                | 10,295                  | 32,308             |
| Transfers between funds                                |      | –                     | –                       | –                  |
| Net (expenditure)/income                               |      | 22,013                | 10,295                  | 32,308             |
| Funds at 1 April 2018                                  |      | 20,281                | 657,088                 | 677,369            |
| <b>Funds at 31 March 2019</b>                          | 12   | <b>42,294</b>         | <b>667,383</b>          | <b>709,677</b>     |

## Newham Community Renewal Programme Limited

### Notes to the financial statements

#### For the year ended 31st March 2020

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We'd like to say a huge thank you to our donors and supporters over 2019–20

|   |  |
|---|--|
| A H Williams                              | Nelson Primary School                                  |
| A. Ridout                                 | Odessa Infant School                                   |
| A. Schmitz                                | Order of Friars Minor–Woodford Green Franciscan Friary |
| All Saints West Ham Parish Church         | P. Shahida   |
| B. Fashola                                | Portway Primary School                                 |
| B. Uppal                                  | R Jones  |
| Basket Brigade                            | R. Meah  |
| Beaconsfield Team Ministry                | R. Bravery   |
| Beaconsfield United Reform Church         | R. Davies  |
| Bolaji Fashola                            | R. Stevenson   |
| C. Burley                                 | R. Tripp   |
| C. Gill                                   | R. Van Heeswyk   |
| C. Lindsey                                | Ranelagh Primary School                                |
| Care4Calais                               | Redbridge Foodbank                                     |
| CCC 7th Year Parish                       | Richard House Children's Hospice                       |
| Community Cakes                           | Royal Holloway University of London – Refugee Society  |
| Community Food Enterprise                 | S. Cuthbert  |
| D. D'Mello                                | S. Patel   |
| D. Eldridge                               | S–A. Mol & The Love Creation Jewellery Project         |
| Darussalaam Community Centre              | Salisbury Primary School                               |
| Dersingham Primary School                 | Sandringham Primary School                             |
| Essex Primary School                      | Society Of The Sacred Heart                            |
| F. Andrew                                 | Souter Charitable Trust                                |
| Forest Gate Veg Stall                     | St Angela's Ursuline School                            |
| Forest Gate WI                            | St Antony's Church                                     |
| G. Iddrusu                                | St Barnabas Church                                     |
| G. Jewkes                                 | St Bartholomew's Church                                |
| Greater Change                            | St Edmund's Church                                     |
| H. Ali                                    | St Francis of Assisi Franciscan Friary                 |
| Holtspur United Reformed Church           | St Joachim's R C Primary School                        |
| Isla Foundation                           | St John's Church                                       |
| Islamic Dawah Centre                      | St John's Church Stratford Nigerian Community          |
| J. Ainsworth                              | St Mark's Church – Forest Gate                         |
| J. Brown                                  | St Mary Magdalene Church                               |
| J. Hodgkiss                               | St Matthew's Church                                    |
| J. Lapping                                | St Paul's Church                                       |
| J. Matthews                               | St Saviour's Church                                    |
| J. Murtagh                                | St Stephen's Church                                    |
| Jaishangar Masilamani                     | St Stephen's Primary School                            |
| Jamahly Islamic Centre                    | Stratford Methodist Church                             |
| Kensington Primary School                 | T & M Dean   |
| L. Brown                                  | T. Mabbort   |
| Lathom Junior School                      | U. McCreesh  |
| LUSH Cosmetics Westfield – Stratford City | V. Ford  |
| M. Barrow                                 | Vernu Dhupa  |
| M. Jiwani                                 | W Edwards  |
| Manor Park Methodist Church               | William Davies Primary School                          |
| N. Patel                                  | Wordsworth Health Centre                               |
| N. Rahman                                 | Wray & Nephew  |