

AL-HASANIYA MOROCCAN WOMEN'S PROJECT LTD



A COMPANY LIMITED BY

GUARANTEE
(Number: 2543666)

and

A REGISTERED CHARITY
(Number 1010556)

REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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AL-HASANIYA MOROCCAN WOMEN'S PROJECT LTD

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2020

REFERENCE AND ADMINISTRATIVE DETAILS

NAME OF THE CHARITY: Al-Hasaniya Moroccan Women's Project

CHARITY NUMBER: 1010556

COMPANY NUMBER: 2543666

REGISTERED OFFICE AND OPERATIONAL ADDRESS:
Bays 4-5 Trellick Tower, Golborne Road, London, W10 5PA.

KEY MANAGEMENT PERSONNEL - DIRECTORS AND TRUSTEES

The directors of the Company are also its trustees for the purposes of charity law and are referred to throughout this report as the trustees.

The trustees who served during the period and up to the date this report was approved were:

Fatima Mourad

Sapana Agrawal

Kamela Al-Barami

Saad Souissi

Karim Belarbi El Ouazzani

Nadia Elbhiri (Company secretary)

Eileen Livingston (resigned Feb 2020)

Eleanor Fellowes (resigned Feb 2020)

KEY MANAGEMENT PERSONNEL - PRINCIPAL OFFICER: Nadia El-Bhiri and Souad Talsi

INDEPENDENT EXAMINER: Abdul Jamal, Chartered accountant
28 Fairlop Road, London, E11 1BN.

BANKERS: HSBC plc, 152 Portobello Road, London, W11 2DZ.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The organisation is a charitable company limited by guarantee, incorporated on 26th September 1990 and registered as a charity on the 14th April 1992. 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. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare Financial Statements for each financial year that give a true and fair view of the state of affairs of the Company and of the surplus or deficit of the

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Company for that year. In preparing those Financial Statements the Directors are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Company will continue to operate

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

RECRUITMENT AND APPOINTMENT OF MANAGEMENT COMMITTEE

Under the company's Articles are known as members of the Management Committee. As required by the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of one year after which they must be re-elected at the next Annual General Meeting.

The organisation's remit inevitably focuses on women and children as the main target group to support, however recent development of clients' care and indeed the aftermath of Grenfell has meant that the board of trustees revise its responsibilities towards this client group and indeed include other members of the family. In this respect both our activities and the diversity within the board of trustees do reflect the community we seek to serve inclusively.

TRUSTEES INDUCTION AND TRAINING

Most trustees are already familiar with the practical work of the charity having been part of the committee for a number of years. Equally through regular communication they are kept informed of the organisation's developments and changes. Additionally, new trustees are invited to attend meetings to familiarise themselves with the structure of the organisation and the context within which it operates. They are also encouraged outside and beyond the scope of board of trustee's meetings to spend a day with the staff to observe the way services are rendered to users. Every trustee is offered an induction pack.

RISK MANAGEMENT

The management committee has conducted a review of the major risks to which the charity is exposed. Where appropriate systems or procedure have been established to mitigate the risks the charity faces.

The charity has policies in place to safeguard all those who use the service. The continued implementation of the PQASSO (Practical Quality Assurance Systems for Small Organisations) quality assurance ensures a consistent quality of delivery for all aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the Charity.

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ORGANISATIONAL STRUCTURE

The management committee meets quarterly and is responsible for the strategic direction and policy of the charity. The committee has members from a variety of backgrounds relevant to the work of the charity.

A scheme of delegation is in place and the day-to-day responsibility for the provision of the services rests with the Centre Manager, who traditionally is also the company secretary. As a member of staff she is responsible for ensuring that the charity delivers the services specified and that the key performance indicators are met. Equally she has responsibility for the day to day operational management of the centre, individual supervision of the staff team. A trustee is appointed as line manager to Centre manager and they meet on fortnightly basis. They meet to discuss short term concerns, oversee development of project and ensure the overall well-being of the staff. The named trustee is also the chair of the Staffing and finance sub-committee that meets on monthly basis. She reports to the subcommittee on matters relating to the overall development of centre and if there are serious concerns these are dealt with as an emergency or relayed to the board of trustees for decision/discussion. This is part of our good practice procedure.

The Trustees and Principal Officers noted on page 1 constitute the Key Management Personnel of the Charity, as defined by applicable accounting standards. As such, financial transactions with these personnel are disclosed in Note 6 to the Financial Statements.

OBJECTIVES AND ACTIVITIES

The company's principal activities are to:

- Promote the health and education and to relieve poverty among Moroccan women and their families in need and women and their families in need whose mother tongue is Arabic, in the greater London area.

The main objectives and activities for the year continued to focus upon the promotion of access to mainstream services and the prevention of poverty and hardship. The strategies employed to assist the charity to meet these objectives include the following:

- Providing a range of services, which are reflective of the relevant quality standards and address the potential problems related to social exclusion.
- Focusing on limiting the harm that comes with poverty and social exclusion, not only for the individual but also for their family, friends and the wider community.
- Focusing on partnerships with local authorities to facilitate workshops on relevant religious issues to foster dialogue and clarity to achieve an equitable, wholesome and integrated community.
- Working in partnership with other agencies to ensure the widest range of services is available that best matches the needs of the user groups we serve.

ACHIEVEMENTS AND PERFORMANCE (Forward by the chair)

The organisation continues to achieve and reach a wide range of women and their families. 18/19 account finalised and submitted, we knew 19/20 would be a challenge ahead. A combination of reduced funding, staff illness provoking extra costs, meant we ran a slight deficit which needed to be overcome the subsequent year.

And so we started in earnest, keen to exercise financial prudence with a voracious effort to increase our funding. Immediate reduction of staff and a strict plan to raise funds was immediately put in place as from 1st May 2019.

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READY TO GO team, rejuvenated effort and more volunteers we begun to see results as we got to the autumn. Both trustees and staff had their annual awayday October and followed it by a bi-boroughwide event, celebrating the national Silver Sunday for our senior citizens, which brought two local Mayors and over 150 older people across the cultural, ethnic and age diversity. All seemed going to plan. The Centre was now open seven days per week and the combined projects diverse activities and programmes, meant the Centre was literally buzzing.

As we hit December the news of an infectious flu in China reached our screens and the rest is history as they say. By the end of the financial year 19/20, the UK was in total lockdown. Our minoritised client group became exceptionally isolated and lonely. Lack of language, misinformation and poverty all combined to produce a truly terrifying ordeal for all. The uncertainty meant we had to work fast and ensure WE navigate through the system on behalf of those who cannot, and explain as the information arrives in the best way possible.

If ever there is anything sure, it is that the year ahead will be a year of challenge and hard work and we are ready to mainly our effort to continue the service and if need be, take the service to their doorstep, ensuring isolation is not loneliness.

As we ended the financial year, we, as many other organisations were, had already been thrown into an uncertain turmoil with the first lock-down due to the Covid-19 pandemic.

Whilst every effort was made to continue to achieve and reach a wide range of women and their families who were vulnerable and in need and inadvertently affected by the sudden events, our work did not falter or stop either locally or internationally.

This year, we managed to regain a good financial standing and ensured that we ended the year in a much healthier financial position than we began with. Our many achievements have been recognised by organisations who have continued to provide us with funding to support mothers and children, our Arabic speaking elderly community, women suffering from mental health issues and those who were and are victims of domestic violence. These issues being magnified by an unknown pandemic and helping and supporting these vulnerable individuals has been our greatest task.

Whilst the funding has been an important aspect of the project, the continuation of this work is still possible due to the loyalty and commitment of the staff and volunteers at the centre. The projects works hand in hand to support a marginalized group, who are often prone to misrepresented and misunderstood.

Our ethos of never turning anyone away continues, and although it impacted on our finances previously, applications for funding and indeed the generosity of donors and local community groups has helped us to provide a service delivery to be proud of as well as absorb the extra costs that the pandemic has thrown at us. We predicted and saw an increase in the number of domestic violence cases against both men women with no recourse to public funds often outside the remit of our current funding criteria long before the government announced that this was the case and dealt with many cases outside of the Tri-borough remit, prompting us to make applications for funding to support these victims from a wider area.

As we do each annual audit, 2020 we wish to thank our invaluable team of volunteers profusely as without their commitment and hard work which compliments our paid team of staff, our wonderful organisation would not function to its full potential.

Our IT engineer who has been our champion has also worked tirelessly and devoted many months in order to digitalise our system and take us 'fully online' and whilst this is a work in progress, we are very grateful for his support in this.

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The Centre's physical refurbishment has and continues to be a challenge, and once again, the second tranche of the Tudor Trust grant for three years has saved the day.

PUBLIC BENEFIT

In planning and developing the above activities the trustees have considered the Charity Commission guidelines on public benefit.

We work hard to ensure that our services empower and support our service users to improve their lives, now more than ever. Our programmes continue to run with the full consultation of our user involvement team which is made up of service users.

Our ethos of providing one to one advocacy, advice and support yet ensuring policy influence through networking, meeting and events continue to be an integral part of our work.

Our Centre continues to be an essential service to those who need urgent support and none more so than when the pandemic first hit. The Domestic Violence and Mental Health projects both saw a sharp increase in referral, however our challenge is to serve ALL those who come to us for help against the backdrop of restricted funding, and so we absorbed this and soldiered on.

FUTURE PLANS

- Continue to meet the needs of our diverse multicultural community with passion and drive to improve outcomes
- Continue to work in partnership within the tri-borough and beyond thanks to funding secured in order to complement and enhance service delivery to all service users.
- Continue with the digitalisation of case management to able greater efficiency and remote working
- Increase our number of trustees.
- Ensure that service users are well informed on Covid-19 issues and measures.
- Work more closely with local organisations to better serve our community during the pandemic.
- Explore a quality mark audit to upgrade our PQASSO.

FINANCIAL REVIEW

Against the backdrop of limited resources and increased demand on our resources, it has proven to be a continuing challenge to meet these demands and we are grateful to all our volunteers who have made it possible for us to continue to serve and support and offer the same unparalleled good value for money services, our users are accustomed to.

The charity with its ethos of financial prudence and full support of its management committee, staff and volunteers and the support of funders has generated a reasonable income for the period.

RESERVES POLICY

The Charity's policy is to achieve and then maintain a balance of 'free reserves' at a level that would equate to 13 weeks of total expenditure. 'Free reserves' is the balance in the Unrestricted Funds available for general purposes.

The balance of 'free reserves' at the end of the year was £29,491 (£36,878 in the previous year)

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which fell short of the desired reserve by £23,440 or about 6 weeks (this was a week higher than the previous year) of total expenditure.

This Report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities issued by the Charity Commission in January 2015 (updated with effect from January 2016), and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

To be approved by the Trustees on 24th December 2020 the following date and signed on their behalf by:



..... Fatima Mourad, Chair

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INDEPENDENT EXAMINER'S REPORT

TO THE DIRECTORS OF AL-HASANIYA MOROCCAN WOMEN'S PROJECT

The report on the accounts of the charity for the year ended 31 March 2020 which are set out on pages 09-13.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connections with the examination giving me cause to believe that in any material respect: Accounting records were not kept in respect of the Company as required by section 386 of 2006 Act; or

The accounts do not accord with those records; or

The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a "true and fair view which is not a matter considered as part of an independent examination; or

The accounts have not been prepared in accordance with the methods and principles of Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable proper understanding of the accounts to be reached.

Signed



Abdul Jamal

Date: 31 Dec 2020

Chartered Accountant

a@jamal.co.uk
28 Fairlop Rd, London N11 1BN

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

		2020		2019
		TOTAL FUNDS		TOTAL FUNDS
		£	£	£
	Notes	Unrestricted Funds	Restricted Funds	£
INCOME				
Grants	4		261383	267380
Donations and Fundraising		496	496	858
Services provided		0	0	1908
Bank interest		116	116	85
Total income		613	261383	261995
EXPENDITURE				
<i>Charitable expenditure</i>				
Running Costs and Centre Manager			59047	109288
Mental Health Project			22775	20229
Grenfell Project			14101	28680
The Saturday Club			10021	14569
Advance Advocacy - Angelou Project			31461	43079
Advance Advocacy - Transformation Fund			16049	13005
Older Peoples' Outreach Project			19383	23515
Older People's Ayam Zaman			7958	0
Older Peoples' Luncheon Club			9874	13931
Inspire Well Women Project			14570	23021
EWB - BME Project			6483	9224
Total resources expended		0	211723	211723
Net income/ (expenditure)		613	49660	50273
TOTAL FUNDS AT START OF YEAR		48878	44193	93071
TOTAL FUNDS AT END OF YEAR		49491	93853	143344

Movements in reserves and all recognised and losses are shown above.

The charity's incoming resources and resources expended all relate to continuing activities.

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BALANCE SHEET AT 31 MARCH 2020

	Notes	2020	2019
		£	£
Debtors and prepayments		1303	24775
Cash at bank and in hand		<u>155340</u>	<u>75485</u>
NET CURRENT ASSETS		<u>156644</u>	<u>100260</u>
CREDITORS	2	(13300)	(7189)
<i>(due for payment within 1 year)</i>			
NET ASSETS		<u>143344</u>	<u>93071</u>
FUNDS			
Restricted	3	93853	44193
Unrestricted - General		29491	36878
- Designated	7	<u>20000</u>	<u>12000</u>
		<u>49491</u>	<u>48878</u>
		<u>143344</u>	<u>93071</u>


These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

For the year ended 31 March 2020 the Company was entitled to exemption under section 477 of the Companies Act 2006. Furthermore, no notice has been deposited under section 476 by members of the Company requiring it to obtain an audit of its accounts for the year in question.

The Directors acknowledge their responsibility for:

- (i) ensuring the Company keeps accounting records which comply with section 386, and
- (ii) preparing accounts which give a true and fair view of the state of affairs of the Company as at the end of its financial year, and of its profit and loss for the financial year in accordance with section 396, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the Company.

Approved by the trustees on 24 December 2020 and signed on their behalf by:



FATIMA MOURAD, CHAIR

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NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2020

1. ACCOUNTING POLICIES

(a) Basis of accounting

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (issued in January 2015 and updated with effect from January 2018) - (the Charities SORP (FRS102)), as modified for smaller charities.

The Financial Statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities preparing their Financial Statements in accordance with FRS102 noted above, rather than Accounting and Reporting by Charities: Statement of Recommended Practice effective from April 2005 which has since been withdrawn. Al-Hasaniya Moroccan Women's Project meets the definition of a public benefit entity under FRS102.

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

(b) Fund accounting

Unrestricted Funds are receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted Funds are subjected to restrictions on their expenditure imposed by the donor.

Designated Funds are unrestricted funds but earmarked by the trustees for particular purposes.

(c) *Income* is included in the Statement of Financial Activities when the Charity is entitled to the income, any performance

conditions have been met, it is probable that the income will be received and the amount can be reliably measured.

Income from government and other grants is recognised in accordance with the above policy except where the amounts have

been deferred. Income from donations are recognised in full when receivable and there is unconditional entitlement

(d) *Expenditure* is recognised in the Statement of Financial Activities when liability is incurred.

Expenditure includes VAT that cannot be recovered, and is reported as part of the expenditure to which it relates.

(e) *Volunteers* The value of services provided by volunteers has not been included in the Financial Statements.

(f) *Tangible Fixed Assets* Equipment and other tangible fixed assets are only capitalised where the cost is £500 or more.

2 CREDITORS

Sundry Creditors

2020

13300

13300

2019

7189

7189

3 MOVEMENTS IN RESTRICTED FUNDS

	<i>At start of year</i>	<i>Incoming Resources</i>	<i>Resources Expended</i>	<i>Transfers</i>	<i>At end of year</i>
Running Costs and Centre Manager	8450	69853	55747	(1233)	
Governance costs - accountancy			3300		
	8450	69853	59047	(1233)	18023
Mental Health Project	10441	24640	22775		12306
Grenfell Project	(5834)	12010	14101	5925	(2000)
Saturday Club	5898	20000	10021		15877
UN ECOSOC	623	0	0		623
Advance Advocacy - Angelou Project	4117	49232	31461	(5925)	15963
Advance Advocacy - Transformation Fund	6411	10000	16049		362
Older People's Outreach Project	4399	21000	19383		6016
Older People's Ayam Zaman	0	15008	7958		7050
Older People's Luncheon Club	1427	10000	9874		1553
Inspire Well Women Project	3658	20890	14570		9978
EWB - BME Project	236	8750	6483		2503

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Link Officer and Youth Inspire Project	(1233)		1233	0
3 E's Project	1126			1126
Chibani and Nour Project	586			586
Creche	3608			3608
Youth Project - rates refund	279			279
	44192	261383	211723	0
			93852	

4 RESTRICTED GRANTS

Running Costs and Centre Manager

RBKC Corporate Services	33103			
The Tudor Trust	36260			
Donations	490	69853		

Mental Health Project

RBKC Corporate Services	21000			
Dalgarno Neighbour	3640	24640		

Grenfell Project

RBKC- Together for Grenfell			12010	
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Saturday Club

John Lyons Charity			20000	
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Advance Advocacy - Angelou Project

Advance (Angelou)			49232	
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Advance Advocacy - Trans. Fund

Advance (Angelou)			10000	
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Older People's Outreach Project

RBKC Corporate Services			21000	
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Older People's Ayam Zaman

K&C Foundation	10000			
CCME Maroc	5008	15008		

Older Peoples' Luncheon Club

The Grove Trust			10000	
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Inspire Well Women Project

Midaye	20740			
Donation	150	20890		

EWB - BME Project

The BME Health Forum		8750		
		261383		

5 STAFF COSTS AND NUMBERS

	2020		2019
Salaries and wages	140995		180523
Social security costs	7940		12132
	148936		192655

No employee received emoluments of more than £60,000 in this or the previous year.

6 The average weekly number of staff employed during the year, calculated on the basis of full-time equivalents, was:	No.		No.
	4.8		5.3

RELATED PARTIES, INCLUDING KEY MANAGEMENT PERSONNEL

There were no related party transactions in either this or the previous year except those for key management personnel as noted below.

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The key management personnel of the Charity were the trustees and the Principal Officers who held the posts of Centre Managers.

None of the Directors received any remuneration or reimbursed expenses during this or the previous year.

	2020	2019
The Principle Officers' salary benefits were	<u>25507</u>	<u>34540</u>

- 7 DESIGNATED FUND £20,000 - UNRESTRICTED
£12,000 is for Staff Costs eg Maternity Leave and £8,000 for contingencies relating to Covid19.