



**TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
31 MARCH 2020**

**Company No: 06426744**

**Charity No: 1122363**



**Supported by The Charity of Sir Richard Whittington**

**HACKNEY MIGRANT CENTRE  
TRUSTEES' REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
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**CONTENTS**

Trustees' report	1 - 13
Independent examiner's report	14
Statement of financial activities	15
Balance sheet	16
Notes to the accounts	17 - 27

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2020, which are also prepared to meet the requirements for a directors' report and Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting for Charities: Statements of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) (as amended for accounting periods commencing from 1 January 2016).

**REFERENCE AND ADMINISTRATIVE DETAILS**

Company number: 06426744

Charity number: 1122363

Directors and trustees who served during the year:

Rayah Feldman	Chair
Mark Palframan	Vice-Chair
Rosemary Sales	Secretary
Roy Hiscock	Treasurer
Elizabeth Kolawole-Johnson	(appointed April 2020)
Jose-Charles Makassa	(resigned June 2019)
Hannah McConnachie	
Kathy Meade	
Hannah Ward	

Senior Management

Daf Viney	Director of Services
Sue Marris	Director of Operations

Registered office: Hackney Migrant Centre, The Old Fire Station, 61 Leswin Road, London N16 7NX

Independent examiner: David Terry, Chartered Accountant  
93 Tabernacle St, Old Street, London EC2A 4BA

Bankers: Unity Trust Bank, Four Brindleyplace, Birmingham B1 2JB

**PUBLIC BENEFIT STATEMENT**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance "Public Benefit: Running a Charity". The achievements and activities outlined in this report demonstrate the public benefit arising through the charity's activities.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

## **ABOUT US AND WHAT WE DO**

### **Objectives**

The objects for which the charity is established as stated in the Memorandum and Articles of Association, are summarised as:

1. To relieve the needs of migrants, especially those whose immigration status is precarious, irregular and/or temporary, through the provision of legal and other advice and advocacy.
2. To relieve financial hardship and destitution among migrants, especially those whose immigration status is precarious, irregular and/or temporary, through the provision of legal and other advice, advocacy and support.
3. To preserve and protect the physical and mental health of migrants, especially those whose immigration status is precarious, irregular and/or temporary, by providing advice and advocacy to assist them to access health and other relevant services.
4. To advance the education of the public in general about issues relating to migrants, especially those whose immigration status is precarious, irregular and/or temporary.

### **Activities**

Hackney Migrant Centre was established in 2008 by local people and community organisations, in recognition of the need for professional advice and support for migrants in Hackney and surrounding areas, irrespective of their immigration status. Our service specialises in supporting migrants who have few other sources of support and those with complex cases, including victims of trafficking and human rights abuses; survivors of gender-based violence; undocumented people; refused asylum seekers; and those who are homeless or facing destitution.

For 11 months of 2019-20 we continued our successful model of running a weekly drop-in:

- When visitors arrive at the weekly drop-in session, volunteers collect information to identify what advice they are seeking, and then professional advisers provide initial immigration advice or welfare advice and health advocacy as appropriate. Many visitors see more than one adviser. Volunteers provide a welcoming atmosphere and a delicious lunch and also carry out many other tasks to provide support, such as applying for cash grants for individuals in poverty or helping fill out forms.
- Beyond the initial advice at the drop-in, our in-house welfare advisers provide longer-term casework in response to the increasing complexity of issues facing visitors. They secure housing support for destitute individuals and families including those with No Recourse to Public Funds or who have undocumented status, alongside welfare support, health advocacy and emergency poverty relief. Through partnerships with immigration advisers we offer free, specialist immigration advice. We also facilitate referrals to external legal representatives. In addition, we provide support to apply for Exceptional Case Funding to obtain legal aid for those who are eligible and not able to pay privately for representation to regularise their immigration status.

As you will read in this report, since the start of the Covid-19 pandemic in March 2020 our service has been delivered through telephone appointments, rather than face-to-face. Staff, volunteers and advisers work remotely to provide immigration and welfare advice. Furthermore, due to the depth of vulnerability and destitution visitors are facing during the pandemic we set up an additional service delivering food, cleaning products, supermarket vouchers and other essentials to visitors to support them through this crisis.

We anticipate that our restructured service will have to continue in this way for several months.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

## **ACHIEVEMENTS AND IMPACT**

### **Message from the Chair of Trustees**

This overview should really be about our work from April 2019 to March 2020. However, faced with so cataclysmic an event as Covid-19, much of it would be obsolete without a focus on how the pandemic has affected the world of migrants and the work of Hackney Migrant Centre (HMC).

Before Covid-19 our frontline work took place at our Wednesday drop-in where migrant visitors arrived each week to get advice and enjoy lunch with volunteers and each other. The drop-in also included yoga and, at times, an art project for people waiting for their advice, and a play area for families attending. Meanwhile our busy and always welcoming kitchen team concocted delicious meals from largely unpredictable donated food.

At the heart of the drop-in were the volunteers welcoming our visitors and carrying out needs assessments to identify the most appropriate advice and support we could give. Although our work extended far beyond the weekly drop-in, it is the drop-in that embodied our ethos of holistic support and solidarity.

Enter Covid-19, and a week before the government announced a total lockdown, our staff decided that, in the interests of safety for visitors, volunteers and advisers, we had to close the drop-in. It was, for everyone concerned, a heart-breaking decision. But it was immediately apparent that we needed new ways to address problems the pandemic threw up for both existing and potential new visitors.

It was clear that many migrants would face homelessness and destitution as a result of lockdown, especially those with No Recourse to Public Funds. This group includes people with legal entitlement to work as well as undocumented migrants with no entitlements at all. But numerous precarious and low-paid workers, of whom a high proportion are migrants, saw their jobs disappear with no provision from furlough or state benefits. Many migrants became at risk of losing their livelihoods and their homes. Others became stuck in overcrowded accommodation with no hope of social distancing.

In the harshest possible circumstances, hostile environment policies were leaving the most vulnerable migrants with an almost complete lack of even minimal protections. Migrants' rights organisations campaigned for, among other things, provision of safe accommodation for all, suspension of NHS charging with no data sharing with the Home Office and a public information campaign to ensure safe access to healthcare for migrants during the pandemic. As yet, to our knowledge, the government has provided no information about Covid-19 in community languages.

Our response at HMC was swift and efficient, led by our Director of Services, Daf Viney, and our incredibly committed team of staff and office-based interns. All of them had to work from home when the official lockdown began and only occasionally returned to our office. Within three weeks of closing the drop-in, Daf and the staff had designed and set up a Remote Advice Service. This has enabled a small team of volunteers to continue to assess the needs of approximately 10 people each week who are guaranteed appointments with immigration or welfare advisers if these are needed.

In addition, a new Collective Care Team was set up with extraordinary energy and imagination. This enabled our most vulnerable existing visitors and some new ones to receive food packages and shopping, as well as regular check-up calls from a team of volunteers, often cycling through Hackney and beyond with their parcels.

Both Collective Care and Remote Advice are still continuing. We have fundraised successfully to provide material support to destitute individuals and families, and from a high of 65 households supported, we are still assisting 50, and feel that we need to continue this service for some time to come.

We have also carried on our campaigns for free school meals for children currently excluded because of their parents' immigration status, and to end the charging of migrants for NHS hospital care. These discriminatory and stigmatising policies only serve to further impoverish migrant individuals and families. A partial U-turn by the government on providing free school meals to families with no recourse to public funds followed court action and campaigning in which our lead campaigner Nadia Chalabi played a key role.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

In 2019, we moved temporarily from our long-term home at St. Mary's Church, Stoke Newington because of refurbishment, to premises at St. Mark's Church in Dalston. Sadly Anna Rudd left us after brilliant work as Destitution Support Coordinator, working with very vulnerable individuals and families. We were pleased to appoint Anna Mulcahy as our Exceptional Case Funding Project Worker enabling us to apply in-house for legal aid for our visitors. We have also been delighted to welcome a regular volunteer, Elizabeth Kolawale-Johnson, to our board of trustees.

For me as Chair, and for all the trustees, the creativity and dedication of our staff and volunteers have been inspiring. We offer huge thanks to our 50 or more volunteers for their enormous contribution at the drop-in, either with visitors or in the kitchen, or their contribution to helping with follow up work at the office. But in order for our work to continue we also depend on the support of both grant-giving foundations and community supporters in Hackney and beyond. As part of our community fundraising our Secretary, Rosemary Sales, initiated a hugely successful Hackney Legal Walk. We are immensely grateful to everyone involved in or supporting our work for your solidarity and commitment.

***Rayah Feldman, Chair of Trustees***

## **Our Year in Figures**

Last year we saw **703** visitors from **70** different countries. **84%** identified as Black (African, Caribbean or British) and **11%** as Asian, Arab or Middle Eastern<sup>1</sup>. The majority had dependents.

- Over **70%** of our visitors had No Recourse to Public Funds, either as a condition on their leave to remain or because they did not have current valid immigration status.
- **45%** were people who had overstayed visas or were undocumented. They might be eligible for leave for a wide range of reasons, including the length of time they have already lived in the UK, the fact of having British children, or having compelling reasons not to return to their country of origin.
- **12%** sought advice after their applications for asylum had been refused, but they were unable to return to their countries of origin, mostly because they consider themselves still at risk.
- **8%** had leave to remain, as refugees or for long-term settlement, but were finding it hard to navigate the complex housing and welfare benefit systems or wanted advice on how to become a British citizen.
- **14%** had Limited Leave to Remain on the current 10-year route to settlement which means they have to extend their leave three times before gaining permanent settlement. Most of these visitors had No Recourse to Public Funds so were unable to access housing and welfare benefits.
- **10%** were asylum seekers, often socially isolated and living in inadequate accommodation with no income, and who require advocacy to access asylum support.
- A further **2%** were EU citizens, fearful about their immigration status after Brexit.

## **How We Helped Our Visitors**

We held 44 drop-in sessions during the year

### **Immigration and welfare advice:**

- **381** people received specialist immigration advice
- **172** people received welfare and housing advice
- **62** people received health advocacy

### **We also supported visitors by:**

- Assisting them to complete **150** NHS HC1 forms to claim help with health costs

<sup>1</sup> The remaining 5% identified as mixed, white or 'other'.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

- Giving out **267** foodbank vouchers
- Giving out over **370** small Hardship Fund payments to cover immediate needs, usually £20 per person
- Successfully applying on their behalf for over **300** individual grants worth £46,749 from external organisations; to enable them to cover basic necessities
- Completing a range of other support and advocacy tasks on visitors' behalf including writing support letters, referrals to community mental health services, supporting evidence gathering, applying for travel passes, asking schools to provide free school meals, and much more.

**Our caseworkers and advisers helped:**

- **101** individuals get legal representation to progress their immigration cases
- Nearly **40** people to regularise their status
- **50** people who were homeless into interim and emergency accommodation
- **58** people into longer term, safe accommodation

## **Projects**

### **National Lottery Community Fund project: Moving out of Hardship** ***Lauren Stewart, Caseworker for Young People and Families***

The Moving out of Hardship project, funded by a five-year grant from the National Lottery Community Fund, started in 2016. It is a joint project between Hackney Migrant Centre (HMC), Haringey Migrant Support Centre (HMSC) and Coram Children's Legal Centre (CCLC), designed to assist vulnerable migrant families and young people aged 30 and under with insecure immigration status to access the advice needed to improve their situation. The project came about in response to the increasing destitution and hardship being seen among this visitor group by both HMC and HMSC. There are very few services available which cater to this group. Four years on, the numbers of irregular migrants and those facing destitution because of the hostile environment are at crisis levels.

The grant funds the Caseworker for Migrant Families and Young People post and an equivalent post at HMSC. It also funds Immigration Advisers from CCLC to deliver immigration advice at both centres, enabling visitors to access specialist immigration, housing and benefits advice in one place at either HMC or HMSC. The inter-dependence of immigration, housing and benefits issues is extensive and being able to tackle both at the same time is very effective. This project is innovative in bringing them together.

The project has three strands:

1. **Crisis response work** to address immediate survival issues such as hunger, destitution, homelessness and lack of access to services. This involves helping beneficiaries obtain food bank vouchers, making small hardship payments and applying for larger grants. On first contact visitors receive initial welfare and immigration advice, and where necessary, are referred to emergency accommodation immediately. Other help can include applying for free school meals and making referrals for mental health support if appropriate.
2. **Overcoming the causes of hardship** through specialist immigration and welfare advice. Following initial crisis assistance, families and young people taken on by the project obtain housing and welfare advice from in-house caseworkers or are referred to external advisers to obtain Section 17<sup>2</sup> (housing and financial) support from social services, and other assistance including lifting No Recourse to Public Funds (NRPF) conditions on immigration leave. They will normally also receive immigration advice either from CCLC or from external advisers after applications have been made for legal aid through Exceptional Case Funding. 281 families and single young people received follow up services last year.
3. **Policy and influencing work** provides input into key policy developments which can affect this particularly marginalised group of migrants. The evidence of casework from the project shows clearly that the issues faced by the group supported reflect broad policy areas of growing concern. The project has contributed evidence to the free school meals campaign as well as ongoing research and activity to challenge NHS charges for migrants.

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<sup>2</sup> Section 17 of the Children Act 1989 imposes a duty on local authorities to safeguard and promote the welfare of "children in need" in their area. This includes the provision of housing and financial support to destitute families with children and may be the only means of state assistance to families with NRPF.

## HACKNEY MIGRANT CENTRE DIRECTORS AND TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2020

Drawing on data from this project CCLC has made submissions to various government/statutory inquiries, including to the Independent Chief Inspector of Borders and Immigration (on immigration fees), the Ministry of Justice (on Exceptional Case Funding), the Home Office (regarding the new Immigration Bill), and the Law Commission (on simplifying the Immigration Rules). Both HMC and HMSC, with the support of other lawyers, used the evidence from this project to challenge the discriminatory practice of various local authorities.

Despite the challenges of the Covid-19 pandemic and the uncertainty about when it will be safe to reopen the physical drop-in, the project has continued to be successful in delivering its' objective of assisting people in crisis by providing immediate destitution support, one-to-one advice, and follow-up casework.

### Case studies<sup>3</sup>

#### • ***Florence - Hackney Migrant Centre local authority challenge***

Florence first visited Hackney Migrant Centre in October 2016 when she was homeless with her husband and three children. HMC's caseworker made a Child In Need referral to the social services department of Florence's local authority who initially accommodated her. However, following the completion of their assessment they claimed that the family were 'not destitute' despite having no home and no income. The family were forced out of their accommodation and began sleeping on buses and in A&E departments. Despite HMC's best efforts and a court case, they were found to be 'not destitute' on three further occasions.

Eventually, following the involvement of an excellent community care solicitor, the family won an appeal which meant that they were provided with accommodation. The appeal also found that the local authority's decisions were not only unlawful, but irrational. The solicitor's firm pursued the local authority for damages, as the family's human rights had been breached and Florence and her family were awarded around £30,000 in damages. Florence donated some of this award to HMC's hardship fund to support others who were facing destitution as she had been.

#### • ***Olivia***

Olivia is a single mother with twin teenage children, a son and daughter aged 14. She had Limited Leave to Remain with NRPF. They first came to HMC in January 2020, after they had been sleeping on a friend's living room floor for three months. Olivia had been asked to leave that day and the family had nowhere to sleep that evening. Olivia had lost her job as a result of health problems and was subsequently evicted for non-payment of rent.

Since losing her job, Olivia had been surviving on informal hand-outs from friends and church members. The family often didn't have enough food. Olivia's son was diagnosed with autism at an early age, and the uncertainty and confined living space was affecting his mood and behaviour. Olivia's health has been severely impacted by her circumstances. She had been prescribed anti-depressants by her GP but was struggling to pay for the prescription.

When Olivia visited the drop-in, she was told that she could apply to have the NRPF condition on her leave lifted and was referred to a specialist service for this. Our volunteers helped her apply for a certificate for free prescriptions, and she was given a hardship payment and a foodbank voucher. We also applied for a cash grant for the family.

A housing adviser made an urgent referral to social services for Section 17 support, requesting interim support for the family. Olivia went to social services the same afternoon, and the family were provided with temporary accommodation that evening. They moved to a self-contained 3-bedroom flat the following week, with cash subsistence payments. Extra pastoral support was put in place for Olivia's son and the family continued to receive emotional support and regular phone calls from HMC's Collective Care Team over the course of the pandemic.

In April 2020, the family's NRPF condition was lifted. An HMC caseworker referred Olivia for help in applying for Universal Credit and advised on how to apply for housing support with the council, working with Olivia to submit the required evidence.

The family now receive Universal Credit and have long-term suitable accommodation. Our caseworker successfully applied for additional furniture and white goods for them.

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<sup>3</sup> All names in the case studies have been changed to preserve anonymity and privacy



**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

**Exceptional Case Funding project**

***Anna Mulcahy, Access to Justice Worker***

In September 2019, the Access to Justice Team at Hackney Migrant Centre (HMC) launched a new in-house legal aid project. Since then we have assisted 30 people to secure legal aid funding and legal representation to resolve their immigration status. We are grateful to London Legal Support Trust for a grant enabling us to develop the project.

The overwhelming majority of people who access free immigration advice through our weekly advice service are destitute and unable to afford private legal representation. The complexities of the immigration system mean that it is difficult, if not impossible, to make an application with a realistic chance of success without the support of an immigration lawyer. For anyone with additional vulnerabilities, such as poor health or those experiencing homelessness, the obstacles are even greater.

In 2012, the government excluded most immigration cases from the scope of legal aid. As a result of these cuts, people who are unable to pay for private representation, now need to demonstrate 'exceptional' reasons why they need legal representation by making an 'Exceptional Case Funding' (ECF) application. These applications require extensive evidence and an understanding of immigration law. They regularly run to over 50 pages in length. This process is inaccessible to many people, particularly those who are experiencing additional vulnerabilities. This includes most of the people who seek advice at HMC.

As a result of these barriers to accessing legal help, many people are unable to regularise their immigration status, sometimes for years, despite being eligible for leave to remain. We regularly see people who have been forced to accrue huge debts to access private legal representation despite being eligible for legal aid.

Our ECF Project assists people to make the complex application for legal aid funding and to secure a solicitor, free of charge, to help them make an immigration application and regularise their status. However, the demand for assistance hugely exceeds the capacity of our volunteer-run project.

Our project also provides important data on the impact of the changes to legal aid provision on vulnerable migrants. Since its launch, we have collaborated with organisations campaigning for changes to the ECF scheme with a view to supporting systematic change to legal aid to achieve better access to justice for people with irregular immigration status in the UK. In this way, the new project has been able to directly support individuals, as well as contributing to efforts to improve the system as a whole. Access to legal aid is a crucial part of the process of ensuring people with irregular immigration status have access to the support they need to resolve their situation and overcome the systems that force them into destitution and exploitation.

**Case studies**

• ***Marie***

**Marie** is 45 years old and has spent over 20 years in the UK. She fled her home country at a young age to escape gang violence after her father was murdered. She was forced to leave behind her young children. Since she arrived in the UK, she suffered severe and long-term domestic violence and harassment at the hands of her ex-partner. At one point, Marie attempted to report her ex-partner to the police as she was scared for her life. However, she feared she would be deported if she testified because of her lack of status and withdrew the charges. As a result of having precarious immigration status, Marie has not been able to escape the violence and threats from her ex-partner for almost a decade. This has left her severely traumatised and suicidal. We assisted her to successfully apply for legal aid funding and have now secured a lawyer to progress her application to regularise her status.

• ***Paulette***

**Paulette** is a single mother of baby twins. Her twins have British nationality, as their father, from whom Paulette is separated, is a British citizen. As the sole carer of British children, Paulette is entitled to make an application to regularise her immigration status under Article 8 of the European Convention on Human Rights. However, she was destitute and thus unable to afford legal representation to complete the application and so had no valid immigration status in the UK. We made a successful application for legal aid and found her a solicitor. This ensured she could obtain the legal support she needed without going into debt.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

- **Rose**

**Rose** was supported by the Access to Justice Team to secure legal aid funding in order to apply for her teenage daughter to join her in the UK. Rose fled her country to escape poverty but left her young daughter in the care of her mother, as she could not afford to support her in the UK. She has now regularised her immigration status and works on a market stall. Meanwhile, however, Rose's mother passed away and left Rose's daughter homeless and with no one to care for her. Applying for family reunion is exceptionally complex and requires people to prove that they are the primary carer of their child, despite the geographical separation. The application requires a huge amount of evidence, so an experienced lawyer is essential. Rose was extremely concerned about the safety of her daughter living unaccompanied in a hostel. The ECF Project prioritised her application so the process of reuniting the family could begin very quickly.

## **Campaigns**

Hackney Migrant Centre (HMC) is a small organisation primarily focused on provision of advice and support; however, we are fortunate that two volunteers, Nadia Chalabi and Mamie Joyce, worked tirelessly on campaigns during the year.

### **Free school meals advocacy**

#### ***Nadia Chalabi***

Over the past year HMC continued to advocate for children from struggling families with No Recourse to Public Funds (NRPF) to receive free school meals by writing to schools explaining the children's families' financial situation. Before April 2020, all children from families with NRPF, and undocumented children, were excluded from government funded free school meals. This meant that we had to ask schools to pay for meals from their own budgets, which some sadly could not afford to do.

Free school meals save families around £400 per year per child, and they give children the freedom to eat at school without impacting their family's financial situation. During the year we advocated for 52 children and at least 80% of them received free school meals or vouchers over the summer.

We have been calling for free school meals for all children who need them regardless of immigration status since North East London Migrant Action (NELMA) launched a campaign for this in 2018. Campaigners and solicitors continue to work towards this goal and we have been proud to be a part of this work. We have contributed to MPs' briefings, multiple articles, factsheets and have spoken at meetings to raise awareness around the impact of NRPF and the importance of free school meals.

At the start of lockdown, HMC published its report 'Children with No Recourse to Public Funds: The need for free school meals'.<sup>4</sup> This report gives an account of HMC's free school meals advocacy since August 2018. It shows how the NRPF condition on visas leaves many families in destitution and calls for an end to NRPF and for a free school meals system that reaches every child who needs this support.

Since April there has been a temporary extension of free school meals to *some* families with NRPF. This is an encouraging first step that must go further. Some families with NRPF and families with no immigration status continue to be excluded. We argue that free school meals must be available to *all* low-income families with NRPF and the Home Office must not be involved in any eligibility checking process for free school meals.

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<sup>4</sup> <http://hackneymigrantcentre.org.uk/children-with-nrpf-the-need-for-fsm/>

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

**Healthcare advocacy**

***Mamie Joyce***

Healthcare access continues to be a highly political issue, especially since the introduction of increasingly restrictive NHS charging policies since 2015. These include the introduction of a surcharge on all migrants from outside the EU without Indefinite Leave to Remain and charges for hospital care. During the year the cost of this Immigration Health Surcharge rose from £200 a year to £400 a year.

HMC is seeing a steady flow of visitors faced with large debts as a result of accessing NHS hospital care. To mitigate the harmful effects of NHS charging regulations, over the last year HMC has:

- Directly assisted over 25 visitors by writing to hospitals, helping with NHS access, signposting to external organisations, negotiating repayment plans, challenging wrongful charges and offering ongoing telephone and email support
- Referred 13 visitors to specialist solicitors for in-depth advice; of these 8 cases have been allocated for legal challenges
- Addressed over £136,000 worth of debt; of this over £21,000 has already been cancelled, waived, or reduced
- Informed visitors of their rights and entitlements in healthcare settings so as to prevent any delay or deterrence in receiving care
- Collated data, case summaries and personal testimony to create an evidence-base of harm caused by charging regulations

As a frontline service, HMC is well placed to document the individual stories of those directly impacted by charging policy. By listening to those with lived experience and collaborating with organisations and campaign groups such as Medact, DocsNotCops, PatientsNotPassports and Migrants' Organise, the aim is to develop resources and support networks that help empower those affected and better assist those wanting to advocate for themselves, now and in future.

Local, national, and international healthcare policy developments are also discussed at regular meetings in order to establish working links between relevant press, other grassroots and charity organisations, helping to create greater momentum, and awareness of the wider campaign.

Our visitors' varied and complex personal experiences continue to inform external campaigns by highlighting, at a human level, how restricting access to healthcare often leads to poorer individual and public health outcomes and are counter to the broader international aim of achieving universal healthcare.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

## **FUTURE PLANS AND DEVELOPMENTS**

Despite the difficulties presented by Covid-19 restrictions we are committed to continuing to provide immigration, housing and welfare advice to migrants, regardless of immigration status, nationality or current place of residence.

Moving into 2020-21 and beyond, we are developing our **staff capacity** to strengthen our ability to address the many injustices presented by the hostile environment and by the pandemic.

- **Volunteer Coordinator.** A new part-time post responsible for recruitment, induction, support and week-by-week management of our volunteers. We recognise that the large number of highly committed volunteers at Hackney Migrant Centre (HMC) is one of our fundamental resources and we want to ensure they receive the ongoing support and training they deserve.
- **Destitution Casework Coordinator.** In response to the increasing complexity of casework and the depth of crisis facing people we support, we have increased this role to full-time. This will allow an increase in casework capacity and more time to supervise the volunteer Destitution Support Team who provide follow up casework.
- **Collective Care Team Coordinator.** Given the increased vulnerability and destitution of many migrants during the Covid-19 pandemic, our Collective Care Team emergency response is highly likely to continue for the foreseeable future, coordinated by our new Coordinator.
- **Access to Justice Worker.** To continue the success of the Exceptional Casework Funding project (see above) we have created this new permanent role. The postholder will provide casework support to people who have had initial immigration advice provided at HMC's weekly advice session, supervise the volunteer Access to Justice Team, and support the housing and destitution caseworkers at HMC on immigration and other issues.

We are considering how to develop our **service model**.

- **Service delivery.** At the drop-in, we are able to provide a welcoming environment with hot meals, a children's play area and opportunities for social contact. We hope to return to this model soon, but it is likely we will have to continue delivering our service remotely for some time. While when we can return safely to face-to-face provision is not known, we aim to integrate what we are learning from delivering the remote advice service and may make adjustments based on this. For example, we may consider retaining the option of booking appointments in advance and continue to utilise digital tools for sharing information. We have found this makes our services more accessible for some people who are unable to visit a drop-in due to, for example, travel issues or having to queue very early in the morning. Conversely we recognise that a drop-in is more accessible for other people, for example due to issues around digital literacy or language barriers. However, due to circumstances beyond our control we may have to keep our drop-in on hold for the foreseeable future.
- **Visitor and volunteer involvement.** We plan to better integrate the vital knowledge of visitors, particularly their direct, personal experience of the hostile environment, into the development of our services. Sessions with visitors will be facilitated by the Volunteer Coordinator to support them to move into volunteer roles and contribute more actively to our service development. We have consulted with existing volunteers to identify further training and support needs and are responding to these to help volunteers get the most from their experience with us.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

## **FINANCIAL REVIEW**

Hackney Migrant Centre has a generous pool of individual, corporate and community funders, but the nature of this income is usually that of one-off grants and donations rather than long-term, secured funding. Having our Fundraiser in post from the summer of 2019 has meant we have been able to apply for more grants and work towards more stable income streams.

During the year the charity's income amounted to £435,318 (2019: £403,768). Expenditure for the year was £375,210 (2019: £338,267).

The surplus for the year was £60,108, which added to our funds brought forward, gives us total funds of £285,183 at 31 March 2020. Out of these funds, £97,487 are restricted for specific purposes set by the donors.

The trustees have decided to designate funds of £80,000 for the drop-in and advice service in the 2020/21 financial year, to give some stability, allowing our income generation strategy to include fundraising to develop staff capacity.

### **Reserves policy**

In common with other charitable organisations of a similar size, we rely on our funders to provide the finances which enable the organisation to operate. While we believe that our service delivery meets all the requirements of current funders, we cannot assume that such funding will continue (and in some cases, our funders specifically state this) and we are constantly attempting to ensure that adequate funding is in place. While this has not so far been a problem, the directors and trustees consider it appropriate to ensure that we are able to continue the service in the event of a funding hiatus. We would estimate that an unrestricted reserve of a minimum of three months' expenditure is necessary for this purpose and for the year under review such reserves would be a minimum of £93,800.

Our free reserves at 31 March 2020 are £102,691, which equates to nearly 4 months worth of costs. This meets our reserves policy, which is to keep at least 3 months' worth of costs in reserve in order to maintain the service should we have an unexpected drop in funding.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

## **STRUCTURE GOVERNANCE AND MANAGEMENT**

### **Governing document**

The organisation is a charitable company limited by guarantee, incorporated on 14 November 2007 and registered as a charity on 17 January 2008. The company's operations are governed by its Memorandum and Articles of Association dated 14 November 2007.

### **Recruitment and appointment of directors/trustees**

The directors of the company are also the charity's trustees for the purposes of charity law.

The number of directors shall not be less than three but (unless otherwise determined by ordinary resolution) shall not be subject to any maximum.

The directors have no beneficial interest in the company other than as members and all guarantee to contribute up to £10 in the event of winding up.

As set out in the Articles of Association, one third of the directors shall retire by rotation at each annual general meeting. No paid employee is eligible to serve as a director or trustee.

### **Trustee induction and training**

New trustees are initially provided with copies of the Memorandum and Articles of association together with the most recent annual report. All trustees continue to maintain a good working knowledge of charity and company law and best practice by studying the Charity Commission newsletters and attending appropriate external courses. The trustees aim to maintain a broad spectrum of specialised abilities and experience on the board, thus enhancing the ongoing successful operation of the organisation.

### **Organisation**

The trustees are responsible for the development and operation of the charity and day to day tasks are delegated to the senior management team.

### **Pay policy for staff**

Staff remuneration reflects appropriate skills level in National Joint Council salary levels and includes Inner London weighting.

**HACKNEY MIGRANT CENTRE  
DIRECTORS AND TRUSTEES REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

**TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The trustees (who are also directors of Hackney Migrant Centre for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgments and 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 charitable company will continue to operate.

The trustees are responsible for keeping proper 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.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

APPROVED BY THE BOARD OF DIRECTORS AND SIGNED ON ITS BEHALF BY

RAYAH FELDMAN – CHAIR

19 FEBRUARY 2021

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HACKNEY MIGRANT CENTRE**

I report on the accounts of the company for the year ended 31 March 2020.

### Respective responsibilities and basis of report

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

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

### Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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

DAVID TERRY – CHARTERED ACCOUNTANT  
93 Tabernacle St, Old Street, London EC2A 4BA  
Date:



## Hackney Migrant Centre

### Statement of financial activities (incorporating an income and expenditure account)

For the year ended 31 March 2020

	Note	Unrestricted £	Designated £	Restricted £	2020 Total £	Unrestricted £	Designated £	Restricted £	2019 Total £
<b>Income from:</b>									
Grants, donations and legacies	2	167,786	-	263,279	<b>431,065</b>	102,109	-	300,600	402,709
Other income	3	4,253	-	-	<b>4,253</b>	1,059	-	-	1,059
<b>Total income</b>		<b>172,039</b>	<b>-</b>	<b>263,279</b>	<b>435,318</b>	<b>103,169</b>	<b>-</b>	<b>300,600</b>	<b>403,768</b>
<b>Expenditure on:</b>									
Raising funds	4	24,619	-	-	<b>24,619</b>	993	-	-	993
Charitable activities									
Drop-in Centre	4	97,293	30,002	53,500	<b>180,795</b>	66,054	-	118,551	184,605
Moving out of Hardship	4	-	-	104,438	<b>104,438</b>	-	-	95,494	95,494
Grants for Individuals	4	-	-	56,138	<b>56,138</b>	-	-	48,727	48,727
Hardship fund	4	2,000	-	6,619	<b>8,619</b>	-	-	8,448	8,448
ECF	4	-	-	369	<b>369</b>	-	-	-	-
Campaigns	4	184	-	-	<b>184</b>	-	-	-	-
Covid-19 and Collective Care Team	4	-	-	48	<b>48</b>	-	-	-	-
<b>Total expenditure</b>		<b>124,096</b>	<b>30,002</b>	<b>221,112</b>	<b>375,210</b>	<b>67,047</b>	<b>-</b>	<b>271,220</b>	<b>338,267</b>
<b>Net income / (expenditure) for the year</b>		<b>47,943</b>	<b>(30,002)</b>	<b>42,167</b>	<b>60,108</b>	<b>36,121</b>	<b>-</b>	<b>29,380</b>	<b>65,501</b>
Transfers between funds		(80,000)	80,000	-	-	(7,836)	7,507	329	-
<b>Net movement in funds</b>		<b>(32,057)</b>	<b>49,998</b>	<b>42,167</b>	<b>60,108</b>	<b>28,285</b>	<b>7,507</b>	<b>29,709</b>	<b>65,501</b>
<b>Reconciliation of funds:</b>									
Total funds brought forward		134,748	35,007	55,320	<b>225,075</b>	106,463	27,500	25,611	159,574
<b>Total funds carried forward</b>		<b>102,691</b>	<b>85,005</b>	<b>97,487</b>	<b>285,183</b>	<b>134,748</b>	<b>35,007</b>	<b>55,320</b>	<b>225,075</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 17 to the financial statements.

# Hackney Migrant Centre

## Balance sheet

Company no. 06426744

As at 31 March 2020

	Note	£	2020 £	2019 £
<b>Fixed assets:</b>				
Tangible assets	11		<b>5,005</b>	7,507
			<b>5,005</b>	7,507
<b>Current assets:</b>				
Debtors	12	<b>2,280</b>	11,334	
Cash at bank and in hand		<b>290,305</b>	242,447	
		<b>292,585</b>	253,781	
<b>Liabilities:</b>				
Creditors: amounts falling due within one year	13	<b>12,407</b>	36,213	
<b>Net current assets / (liabilities)</b>			<b>280,178</b>	217,568
<b>Total assets less current liabilities</b>			<b>285,183</b>	225,075
<b>Total net assets / (liabilities)</b>			<b>285,183</b>	225,075
<b>The funds of the charity:</b>	18			
Restricted funds			<b>97,487</b>	55,320
Unrestricted funds:				
Designated funds		<b>85,005</b>	35,007	
General funds		<b>102,691</b>	134,748	
Total unrestricted funds			<b>187,696</b>	169,755
<b>Total charity funds</b>			<b>285,183</b>	225,075

In preparing these financial statements:

For the financial year ended 31st March 2020 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These accounts were approved and authorised for issue by the Board of Directors and Trustees on 19 February 2021 and were signed on its behalf by:

Rayah Feldman  
Chair of Trustees

**1 Accounting policies**

**a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

**b) Public benefit entity**

The charitable company meets the definition of a public benefit entity under FRS 102.

**c) Going concern**

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

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

**d) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

The 'grants, donations and legacies' heading on the Statement of Financial Activities includes unrestricted grants and donations, given in general to the organisation and restricted grants and donations which are given for specific elements of our work.

For legacies, entitlement is taken when a distribution is received from the estate. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

**e) Donations of gifts, services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**f) Interest receivable**

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

**g) Fund accounting**

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.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

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

**1 Accounting policies (continued)**

**h) Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

~ Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose

Expenditure on charitable activities includes the costs of delivering services undertaken to further the purposes of the charity and their associated support costs

~ Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

**i) Allocation of support costs**

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned to the Moving out of Hardship project where the budget allows and the balance to the Drop-In Centre activities, where the bulk of our resources are used. The Hardship Fund and the Grants for Individuals are co-ordinated mainly by volunteers.

**j) Operating leases**

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

**k) Tangible fixed assets**

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.

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:

~ Fixtures, fittings and computer equipment 4 years

**l) 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.

**m) 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.

**n) 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.

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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**o) Pensions**

The charity pays employer contributions to defined contribution pension schemes.

# Hackney Migrant Centre

## Notes to the financial statements

For the year ended 31 March 2020

### 2 Income from grants, donations and legacies

	Unrestricted £	Restricted £	2020 Total £	2019 Total £
<i>Trusts and Foundations</i>				
AB Charitable Trust	20,000		20,000	10,000
Allen & Overy Foundation	10,000		10,000	-
Charles S. French Charitable Trust		1,500	1,500	-
Hackney Parochial Charities		10,000	10,000	10,000
London Legal Support Trust		5,000	5,000	-
London Catalyst		2,000	2,000	7,000
Margaret Hayman Charitable Trust	4,400		4,400	-
MSN Fund			-	10,000
Sisters of the Holy Cross		25,000	25,000	-
Society of the Holy Child Jesus	20,000		20,000	-
Souter Charitable Trust		3,000	3,000	-
South Hackney Parochial Charity		2,000	2,000	3,000
Southall Trust	1,000		1,000	-
Stoke Newington Relief in Need		1,000	1,000	2,000
The Charity of Sir Richard Whittington	30,000		30,000	-
The Hilden Charitable Trust			-	5,000
The National Lottery Community Fund		101,234	101,234	123,278
The Robert Gavron Charitable Trust	1,000		1,000	-
Trust for London		7,500	7,500	34,000
Tudor Trust		30,000	30,000	45,000
West Hackney Parochial Charity		5,000	5,000	5,000
Anonymous and other small grants	10,000	2,800	12,800	4,300
	96,400	196,034	292,434	258,578
<i>Grants for Individuals</i>				
Hackney Parochial Charities	-	2,599	2,599	927
Heinz, Anna & Carol Kroch Foundation	-	43,030	43,030	46,365
Mary Strand Trust	-	500	500	2,900
Methodist Church Fund for Human Need	-	70	70	360
Other small grants	-	550	550	969
	-	46,749	46,749	51,521
<i>Community Supporters</i>	17,863	2,109	19,972	26,220
<i>Donated Goods</i>	-	-	-	3,151
<i>Individual Donations</i>	40,575	18,182	58,757	42,182
<i>Fundraising</i>	12,948	205	13,153	1,057
<i>Legacies</i>	-	-	-	20,000
	167,786	263,279	431,065	402,709

### 3 Other income

	Unrestricted £	Restricted £	2020 Total £	2019 Total £
Staff secondments	-	-	-	642
Reimbursement of costs	-	-	-	417
Sale of products	35	-	35	-
Earned income	4,218	-	4,218	-
	4,253	-	4,253	1,059

# Hackney Migrant Centre

## Notes to the financial statements

For the year ended 31 March 2020

### 4 Analysis of expenditure

	Cost of raising funds £	Charitable activities							Support costs £	2020 Total £	2019 Total £
		Drop-In Centre £	Moving out of Hardship £	Hardship Fund £	Grants for Individuals £	Campaigns £	ECF £	Covid-19 and CCT £			
Staff salaries (Note 7)	22,476	62,110	27,272				369		38,739	150,966	128,792
Project partners' costs			59,163							59,163	52,781
Legal advisors		32,187								32,187	41,167
Legal advisors - disbursements										-	4,555
Interpreting and other direct costs		2,226								2,226	654
Grants for individuals					56,138					56,138	48,727
Hardship fund - grants				7,530						7,530	7,442
Hardship fund - emergency accommodation				1,089						1,089	1,007
CCT purchases								48		48	-
Evaluation and monitoring			3,265							3,265	-
Other direct costs		172	2,332							2,504	1,349
Rent for Drop-In centre		15,650								15,650	5,910
Volunteer and intern expenses		3,919				184			242	4,346	3,342
Food and kitchen supplies		3,772								3,772	2,536
Drop-In centre running costs		4,914								4,914	5,198
Drop-In centre moving costs		639								639	-
Fundraising	2,128									2,128	993
Review period										-	7,171
Database development		500								500	5,269
Office rent									7,866	7,866	6,288
Internet									565	565	569
Office equipment and supplies									1,847	1,847	2,411
Finance and admin									6,941	6,941	4,914
Insurance									902	902	800
Subscriptions and membership	15	88							600	703	306
Website redevelopment									1,939	1,939	-
Other expenses		87	490						2,140	2,716	1,876
Trustee expenses									90	90	-
AGM and Annual Report									874	874	1,097
Independent Examiner's fee									1,200	1,200	1,400
Depreciation									2,502	2,502	3,746
Disposal of asset (insurance)										-	(2,033)
	24,619	126,264	92,522	8,619	56,138	184	369	48	66,447	375,210	338,264
Support costs	-	54,531	11,916	-	-	-	-	-	(66,447)	-	-
<b>Total expenditure 2020</b>	<b>24,619</b>	<b>180,795</b>	<b>104,438</b>	<b>8,619</b>	<b>56,138</b>	<b>184</b>	<b>369</b>	<b>48</b>	<b>-</b>	<b>375,210</b>	
Total expenditure 2019	993	184,604	95,494	8,449	48,727	-	-	-	-		338,268

Of the total expenditure, £124,096 is unrestricted (2019: £67,048), £30,002 designated (2019: £0) and £221,112 restricted (2019: £271,220).

Notes to the financial statements

For the year ended 31 March 2020

**5 Grant making**

We grant small amounts of cash, usually £10 or £20 to visitors to our Drop-In centre, known as Hardship grants which cover emergency costs they may have such as food, travel and personal care items. Each grant is assessed on an individual basis and the visitor signs a receipt confirming they have received it. Grants are paid from our restricted Hardship Fund, which is funded by grants and donations specifically earmarked for the purpose.

We also apply for grants on behalf of visitors to our centre which we pass on to them.

During 2019/20, we received 308 grants (2019: 323) totalling £46,749 (2019: £51,521) for our visitors. The grants received are kept in a separate bank account to the rest of the organisation's cash. The grants are received and paid to the individuals usually within 2 weeks of receipt, therefore the balance on this fund carried forward will be paid subsequently. In the rare occasion that we cannot subsequently contact the grant recipient, then the funds are paid back to the grantor. The grants were received from the following organisations:

	<b>2020</b>	2019
	<b>£</b>	£
Heinz, Anna & Carol Kroch Foundation	43,030	46,365
Mary Strand Trust	500	2,900
Hackney Parochial Charities	2,599	927
West Hackney Parochial Charity	-	509
Methodist Church Fund for Human Need	70	360
Sheila Hind Trust	100	170
Society of Friends for Foreigners in Distress	-	150
Catholic Women's League	250	100
The Nawaal Fund	200	-
Positive Action in Housing	-	40
	<u>46,749</u>	<u>51,521</u>

**6 Net incoming resources for the year**

This is stated after charging / crediting:

	<b>2020</b>	2019
	<b>£</b>	£
Depreciation	2,502	3,746
Loss or profit on disposal of fixed assets	-	(2,033)
Operating lease rentals:		
Property	7,866	6,288
Independent Examiners' remuneration	1,200	1,400
	<u>11,568</u>	<u>9,401</u>

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

Staff costs were as follows:

	2020 £	2019 £
Salaries and wages	128,357	114,090
Temporary staff cover	4,000	1,813
Social security costs	8,805	3,710
Employer's contribution to defined contribution pension schemes	9,804	9,179
	<b>150,966</b>	<b>128,792</b>

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

The total employee benefits including pension contributions of the key management personnel were £75,541 (2019: £69,551).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2019: £nil). No charity trustee received payment for professional or other services supplied to the charity (2019: £nil). No trustee claimed travel expenses in 2019 or 2020.

## 8 Staff numbers

The average number of employees (head count based on number of staff employed) during the year was as follows:

	Full Time Equivalent		Average Head Count	
	2020 No.	2019 No.	2020 No.	2019 No.
Raising funds	0.7	-	0.7	-
Charitable activities	2.1	2.5	3.0	3.9
Support and governance	1.0	1.0	1.2	1.2
	<b>3.8</b>	<b>3.6</b>	<b>4.8</b>	<b>5.1</b>

## 9 Related party transactions

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

## 10 Taxation

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



**11 Tangible fixed assets**

	Fixtures and fittings and computer equipment £	Total £
<b>Cost</b>		
At the start of the year	15,592	<b>15,592</b>
Additions in year	-	-
Disposals in year	-	-
	<hr/>	<hr/>
At the end of the year	15,592	<b>15,592</b>
	<hr/>	<hr/>
<b>Depreciation</b>		
At the start of the year	8,085	<b>8,085</b>
Charge for the year	2,502	<b>2,502</b>
Eliminated on disposal	-	-
	<hr/>	<hr/>
At the end of the year	10,587	<b>10,587</b>
	<hr/>	<hr/>
<b>Net book value</b>		
<b>At the end of the year</b>	5,005	<b>5,005</b>
	<hr/>	<hr/>
At the start of the year	7,507	<b>7,507</b>
	<hr/>	<hr/>

All of the above assets are used for charitable purposes.

**12 Debtors**

	2020 £	2019 £
Grants and donations receivable	<b>1,930</b>	5,963
Prepayments	-	5,371
Deposit	<b>350</b>	-
	<hr/>	<hr/>
	<b>2,280</b>	11,334
	<hr/>	<hr/>

**13 Creditors: amounts falling due within one year**

	2020 £	2019 £
Trade creditors	<b>1,811</b>	18,570
Taxation and social security	<b>1,630</b>	886
Accruals	<b>9,038</b>	16,342
Deferred income	-	415
Other creditors	<b>(72)</b>	-
	<hr/>	<hr/>
	<b>12,407</b>	36,213
	<hr/>	<hr/>

Notes to the financial statements

For the year ended 31 March 2020

**14 Deferred income**

Deferred income this year represents fundraised income received in advance of the event. Previous years deferred income represents grants received in advance.

	<b>2020</b>	2019
	<b>£</b>	£
Balance at the beginning of the year	<b>415</b>	65,389
Amount released to income in the year	<b>(415)</b>	(65,389)
Amount deferred in the year		415
	<hr/>	<hr/>
Balance at the end of the year	<b>-</b>	415
	<hr/> <hr/>	<hr/> <hr/>

**15 Analysis of net assets between funds**

	General unrestricted £	Designated £	Restricted £	<b>Total funds £</b>
Tangible fixed assets		5,005		<b>5,005</b>
Net current assets	102,691	80,000	97,487	<b>280,178</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net assets</b>	<b>102,691</b>	<b>85,005</b>	<b>97,487</b>	<b>285,183</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**16 Analysis of net assets between funds (prior year)**

	General unrestricted £	Designated £	Restricted £	<b>Total funds £</b>
Tangible fixed assets		7,507		<b>7,507</b>
Net current assets	134,748	27,500	55,320	<b>217,568</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net assets</b>	<b>134,748</b>	<b>35,007</b>	<b>55,320</b>	<b>225,074</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**17 Legal status of the charity**

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £10.

# Hackney Migrant Centre

## Notes to the financial statements

For the year ended 31 March 2020

### 18 Movements in funds

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At the end of the year £
<b>Restricted funds:</b>					
<i>Drop-In Centre</i>					
Charles S. French Charitable Trust		1,500	(500)		<b>1,000</b>
Hackney Parochial Charities	-	10,000	(2,000)		<b>8,000</b>
MSN Fund	5,000	-	(5,000)		-
Sisters of the Holy Cross		25,000			<b>25,000</b>
Souter Charitable Trust		3,000	(3,000)		-
South Hackney Parochial Charity	-	2,000	(1,000)		<b>1,000</b>
Trust for London	-	7,500	(7,500)		-
Tudor Trust	15,000	30,000	(30,000)		<b>15,000</b>
West Hackney Parochial Charity	-	5,000	(2,500)		<b>2,500</b>
<i>Access to Justice: Exceptional Case Funding Project</i>					
London Legal Support Trust		5,000	(369)		<b>4,631</b>
Individual donation		2,000			<b>2,000</b>
<i>Moving Out of Hardship</i>					
The National Lottery Community Fund - Moving out of Hardship	24,520	101,234	(104,438)		<b>21,316</b>
<i>Grants for Individuals</i>	10,800	46,749	(56,138)		<b>1,411</b>
<i>Covid-19 Emergency Response and Collective Care Team</i>					
Individual donations		8,520	(48)		<b>8,472</b>
<i>Hardship Fund</i>					
Hardship Fund	-	10,376	(3,939)		<b>6,437</b>
Leach Fourteenth		500	(500)		-
London Catalyst - Samaritan grant	-	2,000	(1,280)		<b>720</b>
London Churches Refugee Fund	-	1,400	(1,400)		-
Stoke Newington Relief in Need		1,000	(1,000)		-
The Mbili Charitable Trust		500	(500)		-
<b>Total restricted funds</b>	<b>55,320</b>	<b>263,279</b>	<b>(221,112)</b>	<b>-</b>	<b>97,487</b>
<b>Unrestricted funds:</b>					
<i>Designated funds:</i>					
Staff costs	27,500	-	(27,500)		-
Fixed assets	7,507		(2,502)		<b>5,005</b>
Drop-in service 2020/21				80,000	<b>80,000</b>
<b>Total designated funds</b>	<b>35,007</b>	<b>-</b>	<b>(30,002)</b>	<b>80,000</b>	<b>85,005</b>
<i>General funds</i>					
	134,748	172,039	(124,096)	(80,000)	<b>102,691</b>
<b>Total unrestricted funds</b>	<b>169,755</b>	<b>172,039</b>	<b>(154,098)</b>	<b>-</b>	<b>187,696</b>
<b>Total funds</b>	<b>225,074</b>	<b>435,318</b>	<b>(375,209)</b>	<b>-</b>	<b>285,183</b>

# Hackney Migrant Centre

## Notes to the financial statements

For the year ended 31 March 2020

### 19 Movements in funds (prior year)

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	Transfers £	At the end of the year £
<b>Restricted funds:</b>					
<i>Drop-In Centre</i>					
Akin Gump LLP and TET Ltd	-	6,651	(6,651)	-	-
The National Lottery Community Fund - Review Period	-	7,000	(7,172)	172	-
Clothworkers Foundation	1,716	-	(1,716)	-	-
Hackney Community Law Centre	27	-	-	(27)	-
Hackney Parochial Charities	7,610	10,000	(17,610)	-	-
Heinz, Anna and Carol Kroch Foundation - IT and Travel	102	-	(102)	-	-
Heinz, Anna and Carol Kroch Foundation - Volunteers	-	800	(800)	-	-
Individual donation for database work	-	2,500	(2,500)	-	-
London Catalyst	-	5,000	(5,000)	-	-
London Community Foundation Disposal:	40	-	-	(40)	-
MSN Fund	-	10,000	(5,000)	-	5,000
Natural Resilience Project	201	-	-	(201)	-
Sebastian Kangah Appeal	59	-	-	(59)	-
South Hackney Parochial Charity	-	3,000	(3,000)	-	-
Trust for London	-	34,000	(34,000)	-	-
Tudor Trust	-	45,000	(30,000)	-	15,000
West Hackney Parochial Charity	-	5,000	(5,000)	-	-
<i>Moving Out of Hardship</i>					
The National Lottery Community Fund - Moving out of Hardship	3,736	116,278	(95,494)	-	24,520
<i>Grants for Individuals</i>	8,006	51,521	(48,727)		10,800
<i>Hardship Fund</i>					
Hardship Fund	4,114	1,050	(5,648)	484	-
London Catalyst - Samaritans grant	-	2,000	(2,000)	-	-
London Churches Refugee Fund	-	800	(800)	-	-
<b>Total restricted funds</b>	25,611	300,599	(271,219)	329	55,320
<b>Unrestricted funds:</b>					
Designated funds:					
Staff costs	27,500	-	-	-	27,500
Fixed assets				7,507	7,507
Total designated funds	27,500	-	-	7,507	35,007
General funds	106,463	103,168	(67,047)	(7,836)	134,748
<b>Total unrestricted funds</b>	133,963	103,168	(67,047)	(329)	169,755
<b>Total funds</b>	159,574	403,767	(338,266)	-	225,074

**Purpose of Restricted and Designated Funds 2019/20:**

*Drop-In Centre*

**All grants** received for the Drop-In Centre were towards general running costs of the service, with the exception of **Tudor Trust**, which is towards salary costs for the Director of Services' post.

*Access to Justice: Exceptional Case Funding Project*

This project supports visitors to our advice service to make Exceptional Case Funding (ECF) applications to access legal aid in order to make applications to regularise immigration status, apply to renew Limited Leave to Remain, apply for fee waivers and access legal assistance for British Citizenship registration applications and Indefinite Leave to Remain.

*Moving Out of Hardship*

**National Lottery Community Fund- Moving out of Hardship** - funding for our "Moving Out of Hardship" project, which is carried out in partnership with Coram Children's Legal Centre and Haringey Migrant Support Centre.

*Covid-19 Emergency Response and Collective Care Team*

**Donations** received following an emergency appeal in March 2020, to cover immediate needs for visitors left without other support during the pandemic and other needs arising from the closure of face-to-face provision. The Collective Care Team has distributed food, phone credit and other necessities throughout the crisis.

*Grants for individuals*

Grants received from the organisations listed in note 5 to be passed on to individual visitors.

*Hardship Fund*

**Hardship Fund** - donations and gift aid received for our Hardship Fund which pays out small grants or pays for emergency accommodation to individuals in need

**London Catalyst Samaritan Grant** - for hardship payments to visitors

**London Churches Refugee Fund** - for hardship payments to visitors

**Designated Funds**

**Staff costs** - a donation received in 2017/18 was earmarked by the trustees to use towards the costs of a staff post. Funding was received in the 2018/19 year towards this post and so this designated fund is carried forward to use in 2019/20 and was used for the Destitution Coordinator's post.

**Fixed Assets** - the net book value of the fixed assets has been transferred to a designated fund from which the depreciation will be expensed each year over the useful life of the assets.

**Drop-in Service 2020/21** - the trustees have designated these funds for use in our Drop-in Service in the next financial year, to cover staff costs, running costs and legal advice costs, to ensure that this service can operate effectively.