

Policy Centre for African Peoples' Report and  
Accounts for the Financial Year Ended  
**31st March 2021**

Website: [www.pcap.org.uk](http://www.pcap.org.uk)

Charity Registration no. 1131139

# TABLE OF CONTENTS

## Page

PCAP's Board of Trustees 2020 – 2021	2
Chair's Report	3
Executive Director's Report	4
Organisational Background	8
Impact and Achievements 1 <sup>st</sup> April 2020 – 31 <sup>st</sup> March 2021: Infographics	10
Impact and Achievements 1 <sup>st</sup> April 2020 – 31 <sup>st</sup> March 2021: Narrative Report	11
I. Providing Leadership, Vision and Hope in Challenging Times	11
II.    BEFit4Life Programme	15
III.    Phoenix Fund	17
IV.    King's College London Civic Challenge Partnership	18
V.    Loved, Accepted, Heard	19
VI.    Lead4Hope	20
VII.    Be Fit to Lead	21
VIII.    Impact on Urban Health Partnership	21
Strategic Development Plan and Goals for the Forthcoming Three Years (2021 – 2024)	22
Independent Examiner's Report on the Accounts of PCAP for the Year Ended 31 <sup>st</sup> March 2021	24
Statement of Financial Activities for the Year Ended 31 <sup>st</sup> March 2021	25
Advisory Board	32
Operational Team	33
Contact Details	34

## Board of Trustees 2020 – 2021



**Ms Nyasha Duri, MSc, MA** – Nyasha Duri served as PCAP’s Trustee and Chairperson from February 2020 to February 2021, after more than 5 years as a volunteer. She works on transparency for accountability at mySociety, having previously volunteered for UNICEF Uganda and assisted with delivering curriculums reaching over 400,000 people worldwide.



**Mr John Minto, BA (HONS) MA, MSC, MBA, FRSA** – John Minto became a PCAP Trustee in March 2020, and Chairperson in February 2021. He is an award-winning development professional with over thirty years of experience leading humanitarian and development projects across Africa, and is currently completing his Public Health PhD at Lancaster University.



**Ms Lucy Kallin, BA** – Lucy Kallin joined PCAP as a Trustee in January 2021. She has a career spanning over 20 years in different roles including sales and marketing for large FTSE 100 organisations including tech, telecoms, and professional services. Recently, she has worked with executives to address equality, diversity and Inclusion (ED&I) at board level.



**Mr Unekwu Idachaba, PhD** – Unekwu Idachaba became a Trustee of PCAP in April 2020. He is a data science management professional with experience in academia (research on data science and solving optimisation problems); the central government (data management); the National Health Service and the private sector (data and technology solutions).



**Mr Christopher Buckwell, BA** – Christopher Buckwell became PCAP’s Trustee and Treasurer in February 2018. He qualified as a solicitor in 1982 and has since worked in the legal profession and associated fields, with a strong interest in the legal aspects of immigration. He is also a Councillor for Strood South in Medway, Kent.

## Chair's Report

In a year in which charities have faced significant issues with respect to the covid-19 pandemic, I am delighted to be able to report that PCAP has risen to a range of challenges magnificently. PCAP has redoubled its efforts to enable African and disadvantaged people to improve their lives through education, leadership training and social engagement and the year has witnessed significant advances in terms of organisational strategy, governance, innovative project development and implementation, as well as fundraising.

**Strategy** – during the course of the year, regular meetings of the Trustees and Executive Director, Mrs Sylvie Aboa-Bradwell, ensured that PCAP's Vision and Mission remain relevant to those the charity seeks to serve. PCAP's Vision (we envision a world where personal and collective prosperity, justice and common good stem from better education, leadership and social engagement) remains the charity's guiding principle.

**Governance** – during the year, Trustees and the Executive Director updated and/or developed new governance documents with respect to finance, impact assessment, safeguarding, and security. The evolution of appropriate policies and procedures has been an important element in PCAP's ability to support key target groups and to secure, in turn, significant amounts of donor funding.

**Projects** – the Executive Director's report reflects extremely well the current project base of PCAP. I would point to, as an example only, the charity's work with respect to a series of community conversations related to London's covid-19 recovery. Not only did this

initiative show PCAP at its agile best (having successfully re-designed operational platforms to promptly increase its ability to operate remotely and improve its online presence), but its work also fed into important policy level discussions with the London Recovery Transition Board and London Recovery Board. PCAP remains at the forefront of ensuring that projects lead into policy level discussions for the benefit of those we serve.

**Fundraising** – thanks to the tireless efforts of PCAP's Executive Director and her superbly-led operational team, PCAP has raised close to **£120,000** in the reporting period, from a starting point of £11,500. Under current conditions, this is nothing less than a spectacular success and has included funds sourced through a remarkable range of organisations including the City Bridge Trust, Civil Society Roots Incubator Programme, Joseph Rowntree Charitable Trust, London Community Response Fund and the Phoenix Fund. Crucially, PCAP also sourced significant core funding from the Impact on Urban Health initiative which will allow us to grow organisationally and to respond at an ever-increasing scale to the challenges faced by those we work most closely with. Through this report, I would like to formally thank all of the organisations which have supported us this year.

I would also like to take this opportunity to formally thank PCAP's trustees, advisers, staff, volunteers and partners, along with the many individuals who have supported the charity throughout the year.

**John Minto, Chair**

## Executive Director's Report

The following headline work streams offer an overview of the projects and activities undertaken at the Policy Centre for African Peoples (PCAP) between 1st April 2020 and 31<sup>st</sup> March 2021. Further details are provided in the specific project and activity pages of the annual report.

### I Providing Leadership, Vision and Hope in Challenging Times

PCAP resolutely carried on fulfilling its mission to enable African and disadvantaged people to improve their lives through education and social engagement, despite the lockdown and other challenges triggered by Covid-19. **The charity managed to obtain a Crisis Response grant of £7,160 from City Bridge Trust** in June 2020 under the umbrella of the London Community Response Funders to continue delivering its services remotely.

Having strengthened its capacity to work remotely, **PCAP took the lead and hosted a series of community conversations on London's COVID-19 recovery throughout the summer.** The charity produced and submitted a report to the London Recovery Transition Board and London Recovery Board in September. The report and follow-up discussions also informed the design of subsequent PCAP projects throughout the rest of the year.



## II BEFit4Life Programme

To adapt to the remote working environment, **PCAP re-designed the activities of this project supported by Young Londoners Fund**, which is aimed at training young people aged 16-21 who are not in education, employment or training (NEET), or who are at risk of becoming NEET and getting involved in crime in the boroughs of Lambeth, Southwark and Wandsworth.

PCAP collaborated with its project partners, Business Launchpad and Generation Success, to maximise the chances of fulfilling outreach targets. **The Rosenberg Self-Esteem Scale and Warwick Edinburgh mental health and wellbeing questionnaires were used** as guiding tools to assess the mental health and wellbeing needs of the youths who have registered. **PCAP has delivered 8 coaching, motivational and personal development sessions** since February 2021.

SUPPORTED BY  
**MAYOR OF LONDON**

## III Phoenix Fund

For the first time since its creation, PCAP managed to raise core funding: **in December 2020, the charity was awarded £12,500 from the Phoenix Fund**, an initiative supported by the Global Fund for Children and the National Lottery to provide emergency grants to ethnic minority communities across England.

In barely 3 months, the strengthening of PCAP's operational team thanks to **this grant has enabled the charity to raise £118,983** and cover operational, programming, capacity and development costs.

**The  
Phoenix  
Fund**

Supported by



**global fund  
for  
children**

## IV King's College London Civic Challenge Partnership

King's Civic Challenge is an annual programme that empowers King's College London's students and staff to team up with local charities and co-create lasting solutions to the challenges facing communities in the boroughs of Lambeth, Southwark and Westminster.

Having been selected **in October 2020 as one King's Civic Challenge partners for their 2021 programme**, PCAP is currently working with a King's team to design **Hope After Covid**, a project aimed at empowering people affected by Covid in Lambeth, Southwark, Wandsworth and Westminster to overcome their negative experiences using African wellness, relaxation and self-improvement techniques.

**KINGS CIVIC  
CHALLENGE**

WITH TEAM  
**PCAP**  
Improving lives through  
education & engagement



## V

## Loved, Accepted, Heard

Following the overwhelming demand for better healthcare provisions for black and other ethnic minorities from the respondents to the Covid-19 recovery survey PCAP carried out in September 2020, the **charity designed the project Loved, Accepted, Heard.**

This project aims to support the delivery of appropriate mental healthcare services for 250 women of African and Caribbean descent in Lambeth, Southwark, Wandsworth and Westminster over a 6-month period. **PCAP and its partner, the mental health charity TMAF, were recently awarded £4,978 from the Civil Society Roots Incubator programme to launch this initiative in April 2020.**

SUPPORTED BY

**MAYOR OF LONDON**

## VI

## Lead4Hope

Following the pandemic, PCAP designed Lead4Hope to offer training and practical advice to ethnic minority leaders and groups on how to engage with policymakers over COVID-19 and structural inequalities.

The **charity was recently awarded £34,512 by the Joseph Rowntree Charitable Trust to implement this project throughout the UK over 2 years.**



## VII

## Be Fit to Lead

Be Fit to Lead is a hybrid, online and face-to-face project aimed at supporting the mental wellbeing and leadership development of 250 black and other ethnic minority women who are either already in leadership positions, or aspiring to be leaders, in communities across London over a year.

**PCAP and TMAF recently obtained £29,493 from the London Community Response Fund to launch this programme in April 2021.**

The logo for The London Community Foundation, featuring the text "The London Community Foundation" in white, bold, sans-serif font, centered within a solid red square.

## VIII

## Impact on Urban Health Partnership

Following a compelling case for support, **PCAP recently managed to establish a partnership with Impact on Urban on Health, leading to a grant of £50,000 in core funding from this organisation's Investment Committee.** This sum will enable PCAP to cover costs related to staff, Lead4Hope programme infrastructure, and fundraising over a year.

Sincerest thanks are extended to PCAP's trustees, staff, volunteers, supporters and partners, who have all played a crucial role in strengthening the charity's work throughout this year.

**Sylvie Aboa-Bradwell**  
Executive Director



## Organisational Background

The Policy Centre for African Peoples (PCAP) was founded in the United Kingdom in September 2008 by a group of African Diaspora members led by Sylvie Aboa-Bradwell. PCAP is committed to enabling African and disadvantaged communities to improve their lives through education and social engagement.

The registration of PCAP as a charity was approved by the Charity Commission (England and Wales) in August 2009. PCAP's charity registration number is **1131139**.

### Our Vision

**We envision a world where personal and collective prosperity, justice and common good stem from better education, leadership and social engagement.**

### Our Mission

In order to fulfil our vision, our unique offer is our training model in 6 steps inspired by African philosophy – Harmonisation, Acceptation, Attenuation, Absorption, Relaxation and Differentiation.

We use this original model to develop and implement projects in the areas of:

- **Education** – PCAP delivers educational projects as well as coaching and mentoring sessions that enable participants to use education as a tool for personal and collective improvement.
- **Leadership training** – PCAP provides participants with the training and nurturing they need to become effective leaders and change-makers.
- **Social engagement** – PCAP trains, nurture and encourages participants to become agents of positive social change.

## Our Values

- \* **Integrity** – PCAP engages with African knowledge and expertise as an inspiration for improving the lives of the disadvantaged and is built upon strong moral principles related to honesty, professionalism, accountability and transparency.
- \* **Justice** – PCAP believes that it is the right of all people to have access to, and engage with, processes which develop them as agents of change in their respective communities.
- \* **Respect** – in dealings with all people, PCAP believes in the principles of respect towards their feelings, wishes and rights.

## Our Motto

**Improving lives through education and engagement.**

## Impact and Achievements 1<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021: Infographics

Key Performance Indicator	Year Ended 31 <sup>st</sup> March 2021	Year Ended 31 <sup>st</sup> March 2020	Achievements and Increased Impact
No. of projects	4	2	No. of projects has doubled
No. of project participants and beneficiaries	500	120	No. of project participants and beneficiaries has more than quadrupled
No. of successful grant applications	6	2	No. of successful grant applications has tripled
Annual turnover	£37,396	£11,535	Turnover has more than tripled

## Impact and Achievements 1<sup>st</sup> April 2020 – 31<sup>st</sup> March 2021: Narrative Report

### I. Providing Leadership, Vision and Hope in Challenging Times

In response to the Covid-19 outbreak and the government's lockdown order and social distancing guidelines, we decided to suspend face-to-face activities and close our office in Brixton in late March 2020. Thus, by April, we were all working remotely from our houses.

This was a particularly unwelcome development for us because we were gearing towards launching our BEFit4Life project. We had planned to engage with young people aged 16-21 who are not in education, employment or training (NEET), or who are at risk of becoming NEET and getting involved in crime in the boroughs of Lambeth, Southwark and Wandsworth through face-to-face activities, such as the Brixton brunches, pictured below.



We did not, however, let Covid-19 and its challenges detract us from fulfilling our mission to enable African and disadvantaged people to improve their lives through education and social engagement. We applied for funding to adapt to this situation and, in June 2020, **we received a £7,160 Crisis Response grant from City Bridge Trust** under the umbrella of the London Community Response Funders to transfer the delivery of our services online.



Thanks to this grant, we purchased the equipment necessary to operate effectively online. We also undertook a **thorough and successful rebranding of our organisation**, including the revamping of our website ([www.pcap.org.uk](http://www.pcap.org.uk)) which is now more engaging and user-friendly, rebuilding of our social media platforms and the creation of a new, modern and more appealing logo.

Following this strengthening of our capacity to operate remotely, **we took the lead and hosted a series of community conversations on London's COVID-19 recovery between 24<sup>th</sup> August and 3rd September 2020**. We collected views and suggestions from dozens of individuals affected by COVID-19 and 8 organisations serving thousands of Londoners on what they think the London Mayor, the Greater London Authority and relevant institutions and stakeholders could do to help them recover from the negative impact of COVID-19.



Top among the respondents' desired policy changes were **better healthcare provisions, better housing conditions, greater employment opportunities, reduction of school exclusions and improvement of educational attainment for disadvantaged and BAME youths**. The report we produced was submitted to the **London Recovery Transition Board and London Recovery Board** on 4th September 2020. We also subsequently met up with several respondents to discuss potential avenues for realising our collective COVID-19 vision, and these discussions informed the design of subsequent PCAP projects throughout the rest of the year.

In addition, our charity restored hope to many individuals affected by COVID-19 through its coaching, motivation and training work – see case studies below.



## Case Study – Tawanda Kajawu

Tawanda (Ta to us) applied to become Outreach Coordinator of our BEFit4Life programme in January 2020. As a child and youth practitioner with a BA in Child and Youth Development, who was also completing a Master's Degree in Youth Justice, Community Safety and Applied Criminology, Ta seemed to be the perfect candidate for this project aimed at motivating and training NEETs at risk of crime in South London. Thus, he was shortlisted.

However, at the interview, we realised that as a young African man who had been living in the UK for only a year, Ta lacked the body language and interview skills that could enable him to obtain a good job in a Western context. Although she and the other selection committee members did not appoint him, **the PCAP director, Sylvie Aboa-Bradwell, offered him the opportunity to become a Youth Innovation Fellow at PCAP.**

As a Youth Innovation Fellow between February and September 2020, Ta was provided with a personal development and support package tailored to his needs, including interview coaching sessions, training on communication and interpersonal skills, and confidence-building techniques. In addition, after a couple of months of coaching and training, he was entrusted with conducting surveys, engagement, networking and research tasks, thus providing him with many opportunities to practise his communication and interpersonal skills.

“You gave me professional training and preparation.

You paved my way and gave me wings. I am forever grateful to PCAP.”

**Tawanda Kajawu**

By September 2020, Ta had become so confident and such an outstanding job candidate that when he applied for the position of Support Worker in the healthcare sector and was shortlisted, he shone at the interview process, and obtained the job. Furthermore, Ta impressed his employer with his affability, warmth, professional, networking and interpersonal skills to the extent that within 3 months, he was promoted, and is currently serving as Team Leader.



## Case Study – Ohenewaa Adu-Akyeampong

In accordance with its commitment to nurturing the leadership skills of young African people, PCAP invited Ohenewaa to join its Advisory Board in April 2020, although she was only in her twenties.

Furthermore, having spotted her branding and marketing talents, we not only encouraged her to produce a brand review for our charity, **but we also empowered her to lead the actual revamping of our logo, social media platforms and website.** Her input has undoubtedly rendered them more attractive to our projects' participants and partners.

Like many young people in the UK and elsewhere, Ohenewaa had her career severely disrupted by COVID-19. Thus, despite her breadth of experience in Law, Business Development, Trust Fundraising and Marketing, she struggled to find paid work. PCAP provided her with mentoring, emotional support and motivation, urging her not to either doubt herself or lose hope, in spite of the negative outcomes of many of her job applications.

“Working at PCAP has truly been one of the most rewarding, affirming and life-changing experiences I have ever had as a professional, and as a young woman. It’s truly a gift to be around and learn from those wiser and much more experienced than you.”

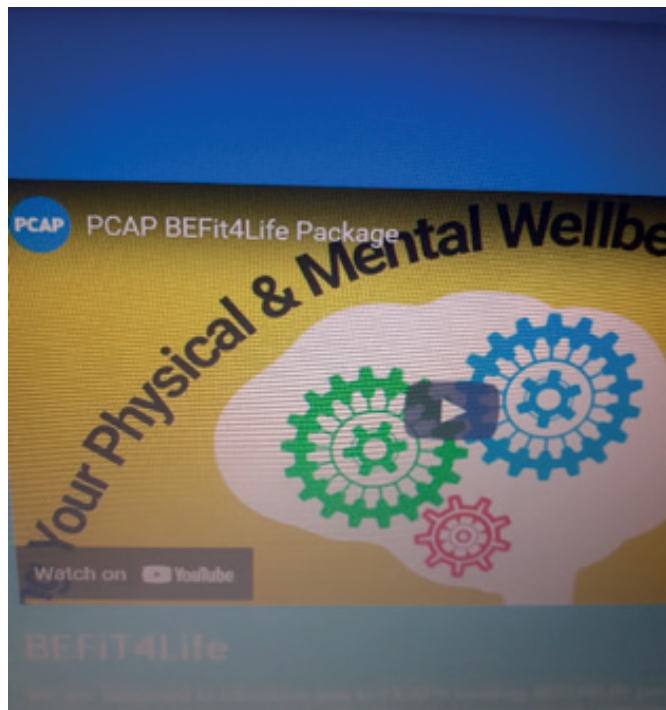
**Ohenewaa Adu-Akyeampong**

**Following our successful application for the Phoenix Fund, Ohenewaa was interviewed and appointed PCAP Fundraising Officer** on a part-time basis in January 2021. In this capacity, she was instrumental in PCAP’s recent successful bids to the Joseph Rowntree Charitable Trust for the Lead4Hope project (£34,512); Civil Society Roots Incubator for Love, Accepted, Heard (£4,978), and the London Community Funders for Be Fit to Lead (£29,493).

Having recently secured a full-time job in the legal sector, Ohenewaa will stop serving as our fundraiser, and join our Board of Trustees in April 2021.

## II. BEFit4Life Programme

We postponed the launch of our BEFit4Life programme from March to summer 2020 to adapt to the COVID-19 environment, with the blessing of our funders, Young Londoners Fund. We used this time to re-design the project's activities, so that we would be able to deliver them online, instead of face-to-face as we had initially planned.



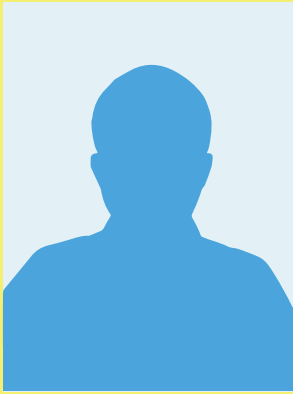
In September, having used the Crisis Response grant from City Bridge Trust to improve our capacity to operate online, **we launched an ongoing outreach campaign aimed at young people aged 16-21 who are not in education, employment or training (NEET), or who are at risk of becoming NEET and getting involved in crime in the boroughs of Lambeth, Southwark and Wandsworth.**

This campaign included a short animation video produced by PCAP, made available both on our website and on our YouTube channel to introduce our unique motivational and personal development programme in 6 steps for the young participants.

We collaborated with our project partners, Business Launchpad and Generation Success, to maximise our chances of fulfilling our outreach targets. **The Rosenberg Self-Esteem Scale and Warwick Edinburgh mental health and wellbeing questionnaires were used as guiding tools to assess the mental health and wellbeing needs of the youths who have registered.** PCAP has delivered 8 coaching, motivational and personal development sessions since February 2021.

As the current vaccination programme against COVID-19 is progressing positively, we will ramp up the recruitment of participants throughout summer 2021.



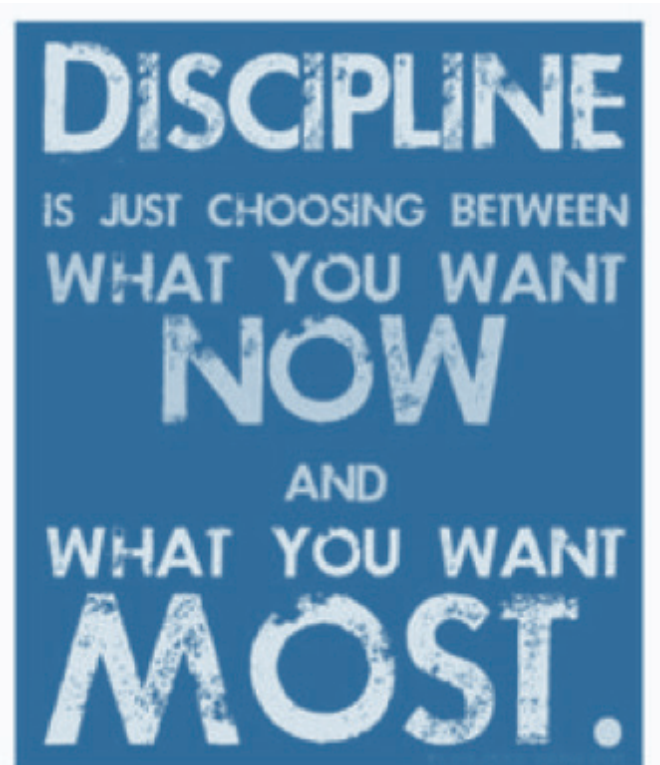


## Case Study – **Z**

Z (name and picture withheld for confidential purposes) is a 21-year-old NEET from Lambeth who was recently referred to our BEFit4Life programme. He had been unemployed for over a year, and was on probation after a criminal offence.

When he started participating in PCAP's life coaching and personal development sessions in January 2021, Z trusted nobody. He was easily distracted, pessimistic about his life prospects, and convinced that he had no future beyond prison.

Barely a few weeks later, we have managed to gain his trust; he is now disciplined, optimistic about the future, and enrolled in a STEM course. "Yeah, I'm really liking our sessions," he says. "Ever happy to have you helping."



### III. Phoenix Fund

The Phoenix Fund, an initiative supported by the Global Fund for Children and the National Lottery to provide emergency grant to ethnic minority communities across England, was an excellent fit for us. Thus, we were delighted that, **for the first time since its creation, PCAP managed to raise core funding thanks to this initiative: we were awarded £12,500** to be spent between January and June 2021. In barely 3 months, as of 31<sup>st</sup> March, this grant has had a palpably positive impact on our organisation and our work as follows:

- **Human Resources** – for the first time ever, we are now able to pay Mrs Sylvie Aboa-Bradwell for her work as executive director, albeit it on a part-time basis only. Furthermore, we were able to contract a part-time fundraising officer, Ms Ohenewaa Adu-Akyeampong. Thanks to their combined efforts during this short period, **PCAP has already raised £118,983** for its projects and operational costs throughout the forthcoming year, an astonishing achievement, given that our turnover for this year was only £37,396.



#### BEHIND THE SCENES!



Tonight, Our Advisory board and Operational team met to discuss ways to ensure that PCAP functions effectively and efficiently!

Supported by

**The  
Phoenix  
Fund**



- **Programming Costs** – this grant has allowed us to dedicate time and resources to the development of programmes including **Hope After Covid** (formerly Meet and Move), **African Diaspora Summer Festival** (ADSF) and **Lead4Hope**. As of 31<sup>st</sup> March, we have finalised the drafting of the 2021 ADSF, completed and submitted our Hope After Covid proposal to potential funders and, having raised the necessary financial resources, we are now gearing up for the launch of Lead4Hope in June 2021.
- **Administrative and Operational Costs** – we were able to cover the costs of insurance, DBS checks, maintenance of our website and online platforms, office supplies and utilities.
- **Capacity and Development Costs** – as our turnover for this year has surpassed the £25,000 threshold set by Charity Commission for an independent examination of charities' accounts, the financial resources from the Phoenix Fund have allowed us to contract the registered auditors firm **DTT Consultancy Ltd** to independently examine our accounts for the financial year ending 31<sup>st</sup> March 2021.

## IV. King's College London Civic Challenge Partnership

King's Civic Challenge is an annual programme that empowers King's College London's students and staff to team up with local charities and co-create lasting solutions to the challenges facing communities in the boroughs of Lambeth, Southwark and Westminster. Given that we had been based at International House in Lambeth since April 2019 only, **we were delighted to learn in October 2020 that we had been selected as one King's Civic Challenge partners for their 2021 programme.**

Our delight at this unique opportunity to establish and strengthen links with a prestigious and respected local academic institution soon turned into amazement at our extremely good fortune when, in February 2021, we met and started working the members of our team, the King's students **Zenab Ali, Christopher Ray, Christa Haindl, Emma Tricco and Zubeir Mohammad-Woozeer, and the King's alumni and coach James Man.** They all blew us away with their enthusiasm, commitment and outstanding ideas. As of 31<sup>st</sup> March, we have:

- **Finalised the collective design of Hope After Covid**, a project aimed at empowering people affected by Covid in Lambeth, Southwark, Wandsworth and Westminster to overcome their negative experiences using African wellness, relaxation and self-improvement techniques.
- **Submitted our Hope After Covid to the King's Civic Challenge judging committee**, and will know in April 2021 if we are among the prize winner – we requested £4,900 to launch the project.

**KINGS CIVIC  
CHALLENGE**

WITH TEAM

**PCAP**  
Improving lives through  
education & engagement



## V. Loved, Accepted, Heard

Following the overwhelming demand for better healthcare provisions for black and other ethnic minorities from the respondents to the Covid-19 recovery survey we carried out in September 2020, we designed the project Loved, Accepted, Heard.

**Loved, Accepted, Heard aims to support the delivery of appropriate mental healthcare services for 250 women of African and Caribbean descent in Lambeth, Southwark, Wandsworth and Westminster over a 6-month period.** We partnered with the mental health charity Thelma Matilda Alves Foundation to develop this project.

We were **delighted to have the grant application for £4,978 we submitted to the Civil Society Roots Incubator programme approved**, and PCAP and TMAF will be provided with relevant **support from the Foundation for Social Improvement** to implement this project from April 2021 onwards.

The PCAP director, Sylvie Aboa-Bradwell, who, after attending a training sponsored by the Greater London Authority, became a Certified Mental Health First Aider in October 2020, will spearhead the implementation of Loved, Accepted, Heard because PCAP is the lead partner.



## VI. Lead4Hope

Another project we designed following the Covid-19 recovery survey we carried out in September 2020 was Lead4Hope. Since COVID-19 has irrefutably exposed the negative impact of structural inequalities on African and other black and minority ethnic groups, we proposed **to offer training and practical advice to ethnic minority leaders and groups on how to engage with policymakers over COVID-19 and structural inequalities.**

We were **extremely pleased to have the grant application for £34,512 we submitted to the Joseph Rowntree Charitable Trust approved**, and we are gearing up the starting the programme in May, with a big launch event planned on 25<sup>th</sup> May, Africa Day.

Re-starting Lead4Hope is a wonderful opportunity for PCAP to fulfil its mission, as this leadership training programme we pioneered in 2018 (pictured) proved to be extremely successful and popular.

This time, instead of only a year, will have 2 years to train up to 30 ethnic minority leaders. Furthermore, we have the means necessary to work all over the United Kingdom, not just in London as we did before due to limited financial resources.



## VII. Be Fit to Lead

In addition to Loved, Accepted, Heard and Lead4Hope, we also designed the project Be Fit to Lead following the Covid-19 recovery survey we carried out in September 2020. **Be Fit to Lead is a hybrid, online and face-to-face project aimed at supporting the mental wellbeing and leadership development of 250 black and other ethnic minority women who are either already in leadership positions, or aspiring to be leaders, in communities across London over a year.**

To our delight, we **were recently informed that the joint grant application for £29,493 we submitted to the London Community Response Fund in collaboration with Thelma Matilda Alves Foundation in January 2021** had been successful. We very much look forward to launching the programme in April.

The logo for The London Community Foundation, featuring the text "The London Community Foundation" in white, bold, sans-serif font, centered on a solid red rectangular background.

## VIII. Impact on Urban Health Partnership

Having worked throughout part of February and most of March 2021 **to submit a case for support to Impact on Urban Health, we were delighted to learn recently that their Investment Committee had approved a grant of £50,000 for PCAP over a year** as follows:

- £40,000 to staff costs and to support the Lead4Hope leadership programme;
- £10,000 grants plus to support fundraising sustainability.

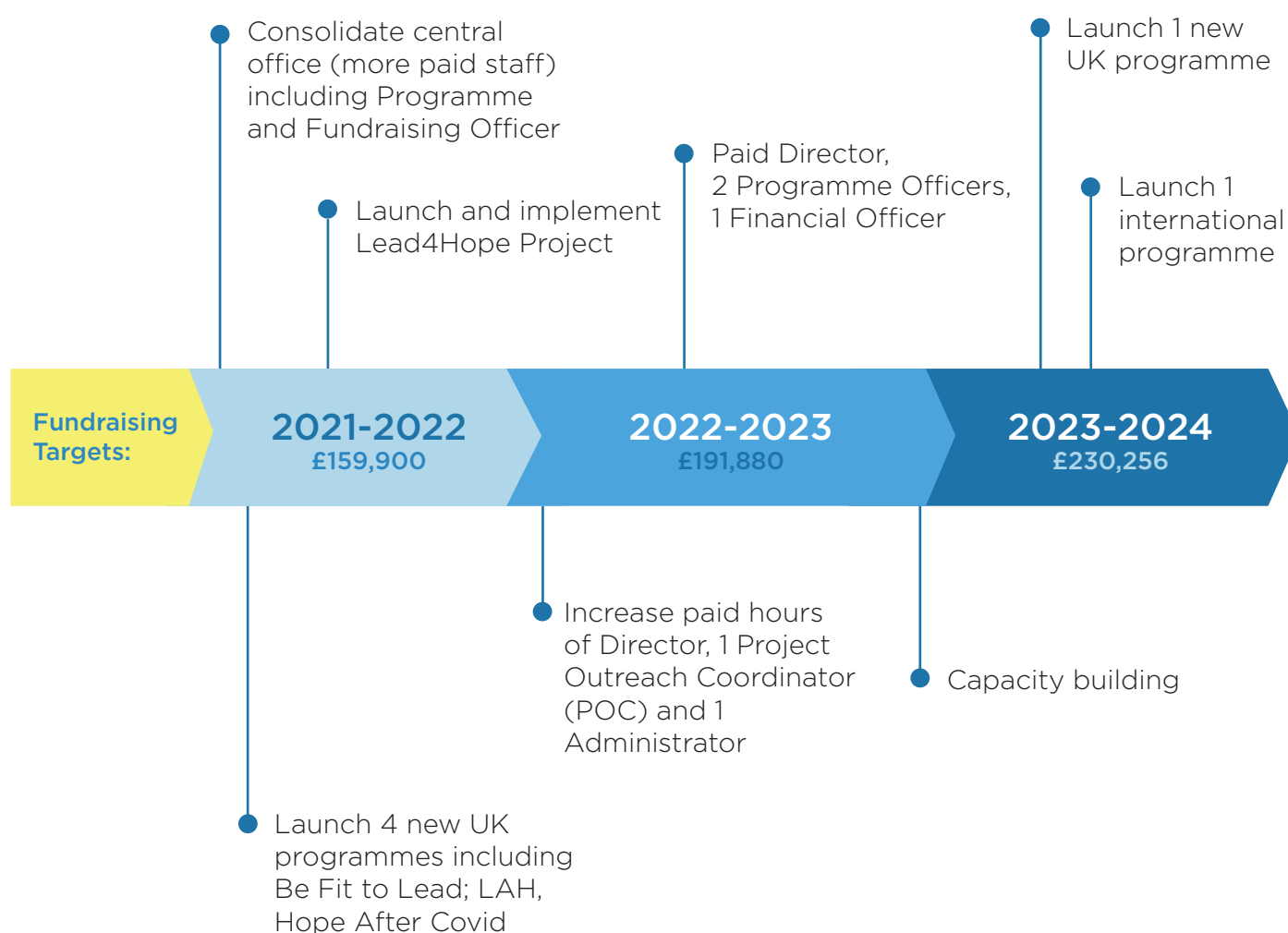
We are thrilled to be ending the year on such a high note, and very much look forward to using this substantial core funding to fulfil our mission and serving many more African and disadvantaged people.

The logo for Impact on Urban Health, featuring the text "Impact on Urban Health" in a large, bold, black, sans-serif font, with "Impact" on the first line, "on Urban" on the second line, and "Health" on the third line.

## Strategic Development Plan and Goals for the Forthcoming Three Years (2021 – 2024)

PCAP's strategic development plan and goals over the next 3 years are as follows:

### Three-Year Vision





## The strategic objectives and indicators throughout this period include:

### Objective 1: To clearly identify, articulate and build upon, (i) lessons learned (including impact) 2008-2021, and, (ii) PCAP's core competences.

INDICATORS	1.1.1	A clear project brief outlining key deliverables and those responsible by the end of Q3 2021.
	1.1.2	Management and leadership time dedicated to writing and circulating a final agreed report by the end of Q4 2021.
	1.1.3	Future project design and organisational growth engaging with appropriate lessons learned throughout the strategic development period.

### Objective 2: To expand the funding base of PCAP.

INDICATORS	2.1.1	A clear fundraising plan for restricted income with identified institutions and other donors, dates, deadlines, responsibilities, levels of funding, co-financing expectations by Q4 2021.
	2.2.2	A clear fundraising plan for unrestricted income in line with the requirements of the strategic plan by Q2 2022; the plan should meet/ target a minimum of 20% by end of 2021, increasing to 40% of total budget requirements by April 2022.
	2.2.3	To increase and attain institutional funding by 9% by Q4 2022 (from last year's annual income).
	2.2.4	To increase and attain institutional funding by 40% by Q2 2023.

### Objective 3: To increase the programme portfolio of the organisation.

INDICATORS	3.1.1	A minimum of 2 new UK programmes, fully funded, launched by Q3 2021.
	3.2.2	A further 2 new UK programmes, fully funded, launched by Q4 2022.
	3.2.3	Potential funders for the concept note of the African Nation-Building Academy project, drafted in April 2021, discussed by Q2 2022.
	3.2.4	A briefing paper written to cover possible expansion into Africa written and internally circulated by Q4 2022.

### Objective 4: To strengthen the staff capacity of the organisation.

INDICATORS	4.1.1	To increase the paid hours of the Executive Director from 8 to 30 hours per week by Q1 2022.
	4.1.2	To have 1 paid Outreach Coordinator, 1 Office Administrator and 1 Programme and Fundraising Officer all paid a minimum of 20 hours per week by Q2 2022.
	4.1.3	To transform the Executive Director into full-time paid staff member and contract 2 new Programme Officers and 1 Financial Officer by Q2 2023.
	4.1.4	To have secured a minimum of 2 additional core funding grants for the organisation by end of Q3 2022.

### Objective 5: To increase the number of project participants and beneficiaries

INDICATORS	5.1.1	To increase the number of project participants and direct beneficiaries from 500 to 1,000 by Q3 2022.
	5.1.2	To increase the number of indirect beneficiaries from 1,500 to 3,000 by Q3 2022.
	5.1.3	To increase the number of project participants and direct beneficiaries from 1,000 to 2,000 by Q4 2023.
	5.1.4	To increase the number of indirect beneficiaries from 3,000 to 6,000 by Q4 2023.



## Independent Examiner's Report on the Accounts of the Policy Centre for African Peoples for the Year Ended 31<sup>st</sup> March 2021

I report on the financial statements of Policy Centre For African Peoples for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

### Respective responsibilities of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006 does not apply. It is my responsibility to examine accounts under section 43 of the Act, as amended, to follow procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, as amended, whether particular matters have come to my attention.

### Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charities Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Tunji Ogedengbe FCCA**  
Director, DTT Consultancy Ltd  
36 Daffodil Close Hatfield  
AL10 9FF

14<sup>th</sup> April 2021

## Statement of Financial Activities for the Year Ended 31<sup>st</sup> March 2021 - Prepared by DTT Consultancy Ltd

### REFERENCES AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2021

**Trustees** John Grover - Minto - Chair  
Lucy Kalindawalo  
Christopher Buckwell  
Dr Unekwu Idachaba

**Charity registration no** 1131139

**Principal office** 3Space International House  
Youth Innovation Floor  
International House  
Canterbury Crescent  
Brixton  
SW9 7QE

**Independent Examiner** Tunji Ogedengbe FCCA  
36 Daffodil Close  
Hatfield  
AL10 9FF

**Bankers** HSBC UK

Annual accounts for the period					1131139
Period start date	1 <sup>st</sup> Apr 2019	To	Period end date	31 <sup>st</sup> Mar 2021	

Section A Statement of financial activities						
Net incoming/(outgoing) resources before transfers	S14	6,725	5,348	-	12,073	7,652
Gross transfers between funds	S15				-	-
Net incoming/(outgoing) resources before other recognised gains/(losses)	S16	6,725	5,348	-	12,073	7,652
Other recognised gains/(losses)						
Gains and losses on revaluation of fixed assets for the charity's own use	S17				-	-
Prior Year Adjustment	S18				65	
Net movement in funds	S19	6,790	5,348	-	12,138	3,891
Total funds brought forward	S20				-	
Total funds carried forward	S21	6,790	5,348	-	12,138	3,891

Section B Balance sheet as at 31 <sup>st</sup> Mar 2021						
	Note	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
Total funds	B20	6,790	5,348	-	12,138	

Signed by

Signature

*Christopher Buckwell*

Print Name

Christopher Buckwell  
Trustee & Treasurer

Date of approval

30-Apr-21

## Section C

## Notes to the accounts

### Note 1 **Basis of preparation**

*This section should be completed by all charities.*

#### **1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);

- and with\* ☒ Accounting Standards;

or ☐ Financial Reporting Standards for Smaller Enterprises (FRSSE);

- and with the Charities Act 1993.

[\*\* except for the following].

**Give details in this box if a different standard has been followed.**

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick “Accounting Standards”;
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick “Financial Reporting Standards for Smaller Enterprises (FRSSE)”.

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

#### **1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year .

#### **1.3 Changes to previous accounts**

No changes have been made to accounts for previous years

## Section C

## Notes to the accounts

(cont)

### Note 2

### Accounting policies

**This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.**

#### INCOMING RESOURCES

	These are included in the Statement of Financial Activities (SoFA) when:
Grants and donations	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
Tax reclaims on donations and gifts	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
Contractual income and performance related grants	This is only included in the SoFA once the related goods or services have been delivered.
Gifts in kind	Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.
Donated services and facilities	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
Investment income	This is included in the accounts when receivable.
Investment gains and losses	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

## EXPENDITURE AND LIABILITIES

Liability recognition	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
Governance costs	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
Grants payable without performance conditions	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
Support Costs	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.
<b>ASSETS</b>	
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
Investments	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
Stocks and work in progress	These are valued at the lower of cost or market value.

## Section C

## Notes to the accounts

(cont)

### Note 3 Analysis of incoming resources

Incoming resources may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Restricted	Young Londoners Fund	17,736	7,014
	City of London Corporation	7,160	
	Aviva Community Fund		760
	Rochester Riverside Community		3,761
	<b>Total Restricted Fund</b>	<b>24,896</b>	<b>11,535</b>
Unrestricted	GFC UK Phoenix	12,500	-
	<b>Total Unrestricted Fund</b>	<b>12,500</b>	<b>-</b>
Funds	Restricted Funds	24,896	11,535
	Unrestricted Funds	12,500	-
		-	-
	<b>Total Funds</b>	<b>37,396</b>	<b>11,535</b>

## Section C

## Notes to the accounts

(cont)

### Note 4 Analysis of resources expended

	This year Unrestricted	This year Restricted	This year Total	Last year £
<b>Expenditure</b>				
Staff costs -BEFit4Life		11,554	11,554	2,368
Transport/Videos -BEFit4Life		298	298	282
Refreshments BEFit4life		-	-	-
BEFit4Life Equipment		-	-	-
BEFit4Life Miscellaneous		536	536	487
<b>Total BEFit4Life Expenditure</b>		<b>12,388</b>	<b>12,388</b>	<b>3,137</b>
Staff costs - City of London Corporation		3,730	3,730	-
Equipment - City of London Corporation		2,031	2,031	-
Website and online platforms +				
professional consultancy fees - City of London Corporation		1,399	1,399	-
<b>Total City of London Corporation Expenditure</b>		<b>7,160</b>	<b>7,160</b>	<b>0</b>
	-			-
Staff costs - GFC UK Phoenix	4,227	-	4,227	-
Administrative/Operational Costs	569	-	569	-
	529	-	529	-
<b>Total GFC UK Phoenix Expenditure</b>	<b>5,325</b>	<b>-</b>	<b>5,325</b>	<b>-</b>
				-
Independent Examination	450	-	450	
Other			-	746
<b>Total Other</b>	<b>450</b>	<b>-</b>	<b>450</b>	<b>746</b>
<b>Total Expenditure</b>	<b>5,775</b>	<b>19,548</b>	<b>25,323</b>	<b>3,883</b>



## Section C

## Notes to the accounts

(cont)

### Note 5 Support Costs

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	
	-	-	-	
	-	-	-	

### Note 6 Details of certain items of expenditure

#### 6.1 Trustee expenses

Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).

	This year	Last year
Number of trustees who were paid expenses		
Nature of the expenses		
Total amount paid	£	£

#### 6.2 Fees for examination or audit of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).

	This year	Last year
Independent examiner's or auditors' fees for reporting on the accounts	450	0
Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor		

## Section C

## Notes to the accounts

(cont)

### Note 11 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors		-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors		-	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	-	-	-	-

### Note 12 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

#### 12.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts		-	-	-
Accruals and deferred income		-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	450	-	-	-
Accruals and deferred income		-	-	-
<b>Total</b>	450	-	-	-

#### 12.2 Security over assets

If any loan, overdraft or other creditor holds a charge or other security over any assets of the charity please provide details.

## Advisory Board



**Mr Peter Burdin BA** – Peter Burdin has been a supporter of PCAP and its work for many years, and joined its Advisory Board in March 2020. He brings a wealth of experience as BBC former Africa Bureau Chief, and Advisor to BBC Africa, as well as a wide variety of skills including TV and digital journalism, training and crisis management.



**Ms Desiree Joule-Adam FdA** – Desiree Joule-Adam has played a key role in spearheading the growth and development of PCAP since becoming a member of its Advisory Board in May 2018. She is a Broadcast Journalist in the start up space, with a particular focus on Africa, exploring innovative culture and ecosystems around entrepreneurship.



**Mr Afonso de Brito Canelas MBA** – Afonso de Brito Canelas served as Lead of the London Business School team that delivered PCAP's Impact Consulting project in 2018, and became a PCAP Advisory Board member a year later. He has extensive experience as a Researcher, Business Analyst and Management Consultant.



**Mr Veen Rama MBA** – Veen Rama is a longstanding friend and supporter of PCAP who joined its Advisory Board in February 2020. He is greatly experienced within the field of governance in the voluntary sector and passionate about education and raising the standards of all children, with particular interest in children who are from a vulnerable background.



**Ms Justina Olotu LLM, LLB** – Justina Olotu has over 10 years of experience working in the National Health Service in various roles, and a myriad of skills in legal, strategy, transformation, general management, programme and project management. She joined the PCAP Advisory Board in January 2021, and is very passionate about improving health services provision for disadvantaged individuals.

## Operational Team



**Mrs Sylvie Aboa-Bradwell MPhil** – Sylvie Aboa-Bradwell is an award-winning educator, professional coach and entrepreneur with a Master of Philosophy in Postcolonial Studies from the Complutense University of Madrid and a Diploma in International Development from Birkbeck, University of London. She founded PCAP in 2008, stepped down as Trustee in 2009 to avoid any conflict of interest, and has been working as its Executive Director since. She is fluent in English, Spanish, French and several African languages.



**Mr Nick Lancaster BA** – Nick Lancaster is a graduate from UCL with First Class Honours in History and a dissertation on Thabo Mbeki's African Renaissance and South African national identity. He joined PCAP in January 2020 as part-time Outreach Coordinator for the BEFit4Life project, and fulfilled this role with enthusiasm, dedication and outstanding professionalism. He left in January 2021 to focus solely on his MA studies at Oxford University.



**Ms Ohenewaa Adu-Akyeampong LLB, MSc** – Ohenewaa Adu-Akyeampong is experienced in Law, Business Development, Trust Fundraising and Marketing. She became PCAP's Fundraising Officer in January 2021 after serving as an Advisory Board member for nearly a year. Known for her passion, integrity and hard work, she will join PCAP's Board of Trustees in April 2021 and carry on helping the charity to develop effective strategies to raise funds, adapt, thrive and succeed.



**Mr Tawanda Kajawu BA** – Tawanda Kajawu is a Child and Youth Practitioner with a BA in Child and Youth Development and Sociology. He is also working on a Master's Degree in Youth Justice, Community Safety and Applied Criminology. At the heart of his interest is academic research, tackling social issues and capacity building. He worked as a Youth Innovation Fellow at PCAP from February to September 2020.



**Ms Fiona Keating BA** – Fiona Keating joined PCAP in February 2021 as a Social Media Volunteer. She has many years of experience as an editor, journalist and social media manager, who has worked for the Independent, Yahoo!, the International Business Times and the Guardian. Fiona is using her wealth of experience to manage PCAP's social media channels and coordinate its website content.

## Contact Details

Email: [info@pcap.org.uk](mailto:info@pcap.org.uk)

Website: [www.pcap.org.uk](http://www.pcap.org.uk)

Postal Address – London:  
3Space International House Youth Innovation Floor,  
6 Canterbury Crescent,  
London,  
SW9 7QE

Postal Address – Medway:  
54 Belmont Road,  
Gillingham,  
Kent,  
ME7 5JF

Charity no 1131139

## **Policy Centre For African Peoples**

### **Annual Accounts**

**1 Apr 2019 to 31 Mar 2021**

---

**Policy Centre For African Peoples**

---

**REFERENCES AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2021**

---

<b>Trustees</b>	John Grover - Minto - Chair Lucy Kalindawalo Christopher Buckwell Dr Unekwu Idachaba
<b>Charity registration no</b>	1131139
<b>Principal office</b>	3Space International House Youth Innovation Floor International House Canterbury Crescent Brixton SW9 7QE
<b>Independent Examiner</b>	Tunji Ogedengbe FCCA 36 Daffodil Close Hatfield AL10 9FF
<b>Bankers</b>	HSBC UK

Policy Centre For African Peoples					1131139
Annual accounts for the period					
Period start date	1st Apr 2019	To	Period end date	31st Mar 2021	

## Section A Statement of financial activities

Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year	Total last year
			Unrestricted funds	income funds	Endowment funds		
			£	£	£		£
Incoming resources (Note 3)			F01	F02	F03	F04	F05
<b>generated funds</b>			-	-	-	-	-
Grants		S01	12,500	24,896	-	37,396	11,535
Voluntary Income		S02	-	-	-	-	-
Investment income		S03	-	-	-	-	-
Incoming resources from charitable activities		S04					
Other incoming resources		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	<b>12,500</b>	<b>24,896</b>	<b>-</b>	<b>37,396</b>	<b>11,535</b>
<b>Resources expended (Notes 4-8)</b>							
BEFit4Life			-	12,388	-	12,388	3,137
City Bridges Trust Trust		S07		7,160	-	7,160	
Phoenix Fund		S08	5,325	-	-	5,325	
Other resources expended		S12	450	-	-	450	746
<b>Total resources expended</b>		S13	<b>5,775</b>	<b>19,548</b>	<b>-</b>	<b>25,323</b>	<b>3,883</b>
<b>Net incoming/(outgoing) resources before transfers</b>		S14	<b>6,725</b>	<b>5,348</b>	<b>-</b>	<b>12,073</b>	<b>7,652</b>
<b>Gross transfers between funds</b>		S15	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	<b>6,725</b>	<b>5,348</b>	<b>-</b>	<b>12,073</b>	<b>7,652</b>
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Prior Year Adjustment		S18	65	-	-	65	
<b>Net movement in funds</b>		S19	<b>6,790</b>	<b>5,348</b>	<b>-</b>	<b>12,138</b>	<b>3,891</b>
<b>Total funds brought forward</b>		S20		-	-	-	
<b>Total funds carried forward</b>		S21	<b>6,790</b>	<b>5,348</b>	<b>-</b>	<b>12,138</b>	<b>3,891</b>



Policy Centre For African Peoples

**Section B Balance sheet as at 31st Mar 2021**

	Note	Restricted		Endowment funds £ F03	Total this year £ F04	Total last year £ F05
		Unrestricted funds £ F01	income funds £ F02			
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	-	-	-	-	-
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	-	-	-	-	-
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06					-
(Short term) investments	B07		-	-	-	
Cash at bank and in hand	B08	12,588	-	-	12,588	
<b>Total current assets</b>	B09	12,588	-	-	12,588	
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	450	-	-	450	
<b>Net current assets/(liabilities)</b>	B11	12,138	-	-	12,138	
<b>Total assets less current liabilities</b>	B12	12,138	-	-	12,138	
<b>Creditors: amounts falling due after one year</b> (Note 13)	B13		-	-	-	
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	12,138	-	-	12,138	
<b>Funds of the Charity</b>						
Unrestricted funds	B16	6,790	5,348		12,138	
	B17				-	
Restricted income funds (Note 14)	B18		-		-	
Endowment funds (Note 15)	B19			-	-	
<b>Total funds</b>	B20	6,790	5,348	-	12,138	

Signed by

Signature	Print Name	Date of approval
	Christopher Buckwell	30-Apr-21
	Trustee & Treasurer	

## Note 1 Basis of preparation

*This section should be completed by all charities .*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that investments are shown at market

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);

- and with\*

☒

Accounting Standards;

or

☐

Financial Reporting Standards for Smaller Enterprises (FRSSE);

- and with the Charities Act 1993.

[\*\* except for the following].

**Give details in this box if a different standard has been followed.**

\* -Tick as appropriate:

- if all relevant disclosures shown in the pack have been given then please tick "Accounting Standards";
- if disclosures completed in these accounts have been restricted to those required by the FRSSE, then please tick

\*\* - If no departures from the chosen standards have been made then delete these words; otherwise give details of any changes in the boxes.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year .

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years

## Note 2 Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

### INCOMING

	These are included in the Statement of Financial Activities (SoFA) when:
<b>Grants and donations</b>	Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.
<b>Tax reclaims on donations and gifts</b>	Incoming resources from tax reclaims are included in the SoFA at the same time as the gift to which they relate.
<b>Contractual income and performance related grants</b>	This is only included in the SoFA once the related goods or services have been delivered.
<b>Gifts in kind</b>	<p>Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.</p> <p>Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.</p> <p>Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.</p>
<b>Donated services and facilities</b>	These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.
<b>Volunteer help</b>	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.
<b>Investment income</b>	This is included in the accounts when receivable.
<b>Investment gains and losses</b>	This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

### EXPENDITURE AND LIABILITIES

<b>Liability recognition</b>	Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.
<b>Governance costs</b>	Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.
<b>Grants with performance conditions</b>	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.
<b>Grants payable without performance conditions</b>	These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.
<b>Support Costs</b>	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

### ASSETS

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.
<b>Investments</b>	Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at trustees' best estimate of market value.
<b>Stocks and work in progress</b>	These are valued at the lower of cost or market value.

**Note 3 Analysis of incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
<b>Restricted</b>	Young Londoners Fund	17,736	7,014
	City of London Corporation	7,160	
	Aviva Community Fund		760
	Rochester Riverside Community		3,761
	<b>Total Restricted Fund</b>	<b>24,896</b>	<b>11,535</b>
<b>Unrestricted</b>	GFC UK Phoenix	12,500	-
			-
		-	-
		-	-
		-	-
	<b>Total Unrestricted Fund</b>	<b>12,500</b>	<b>-</b>
<b>Funds</b>	Restricted Funds	24,896	11,535
	Unrestricted Funds	12,500	-
		-	-
	<b>Total Funds</b>	<b>37,396</b>	<b>11,535</b>

## Note 4

## Analysis of resources expended

	This year Unrestricted	This year Restricted	This year Total	Last year £
<b>Expenditure</b>				
Staff costs -BEFit4Life		11,554	11,554	2,368
Transport/Videos -BEFit4Life		298	298	282
Refreshments BEFit4life		-	-	-
BEFit4Life Equipment		-	-	-
BEFit4Life Miscellaneous		536	536	487
<b>Total BEFit4Life Expenditure</b>		<b>12,388</b>	<b>12,388</b>	<b>3,137</b>
Staff costs - City of London Corporation		3,730	3,730	-
Equipment - City of London Corporation		2,031	2,031	-
Website and online platforms + professional consultancy fees - City of London Corporation		1,399	1,399	-
<b>Total City of London Corporation Expenditure</b>		<b>7,160</b>	<b>7,160</b>	<b>0</b>
	-			-
Staff costs - GFC UK Phoenix	4,227	-	4,227	-
Administrative/Operational Costs	569	-	569	-
	529	-	529	-
<b>Total GFC UK Phoenix Expenditure</b>	<b>5,325</b>	<b>-</b>	<b>5,325</b>	<b>-</b>
				-
Independent Examination	450	-	450	
Other			-	746
<b>Total Other</b>	<b>450</b>	<b>-</b>	<b>450</b>	<b>746</b>
<b>Total Expenditure</b>	<b>5,775</b>	<b>19,548</b>	<b>25,323</b>	<b>3,883</b>

**Note 5 Support Costs**

*Please complete this note if the charity has analysed its expenses using activity categories and has support costs.*

Support cost type	Fundraising activity £	Charitable Activity £	Governance Activity £	Total Cost £
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 6 Details of certain items of expenditure****6.1 Trustee expenses**

*Please provide details of the amount of any payment or reimbursement of out-of-pocket expenses made to trustees or to third parties for expenses incurred by trustees. If no expenses were paid, please enter 'None' in the appropriate box(es).*

Number of trustees who were paid expenses

Nature of the expenses

Total amount paid

This year	Last year
£	£

**6.2 Fees for examination or audit of the accounts**

*Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner or auditor. If nothing was paid please enter NONE in the appropriate box(es).*

Independent examiner's or auditors' fees for reporting on the accounts

Other fees (for example: advice, consultancy, accountancy services) paid to the independent examiner or auditor

This year £	Last year £
450	0

**Note 11 Debtors and prepayments***Please complete this note if the charity has any debtors or prepayments.***Analysis of debtors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Trade debtors		-	-	-
Amounts due from subsidiary and associated undertakings	-	-	-	-
Other debtors		-	-	-
Prepayments and accrued income	-	-	-	-
<b>Total</b>	-	-	-	-

**Note 12 Creditors and accruals***Please complete this note if the charity has any creditors or accruals.***12.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Loans and overdrafts		-	-	-
Accruals and deferred income		-	-	-
Amounts due to subsidiary and associated undertakings	-	-	-	-
Other creditors	450	-	-	-
Accruals and deferred income		-	-	-
<b>Total</b>	450	-	-	-

---

## Policy Centre For African Peoples

---

### INDEPENDENT EXAMINERS REPORT FOR THE YEAR ENDED 31 MARCH 2021

---

I report on the financial statements of Policy Centre For African Peoples for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

#### Respective responsibilities of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act), as amended by s.28 of the Charities Act 2006 does not apply. It is my responsibility to examine accounts under section 43 of the Act, as amended, to follow procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, as amended, whether particular matters have come to my attention.

#### Basis of independent examiner's statement

Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(i) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and

requirements

of the Act have not been met; or

(ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Tunji Ogedengbe FCCA  
36 Daffodil Close  
Hatfield  
AL10 9FF

14th April 2021