Annual Report and Financial Statements

for the Year Ended 31 March 2023

Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

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Reference and Administrative Details

Trustees	Kamena Dorling, Chair
	Timothy Bull, Treasurer
	Rebecca Aoude
	Mary Awoniyi
	Elizabeth Fry
	Clare Jennings
	Gwawr Thomas
Senior Management Team	Abigail Brunswick, Director
Principal Office	St Joseph's Hospice Mare Street London E8 4SA
Charity Registration Number	1152621
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Kamena Dorling, Chair
	Timothy Bull, Treasurer
	Rebecca Aoude
	Mary Awoniyi (appointed 4 February 2023)
	Elizabeth Fry
	Clare Jennings
	Gwawr Thomas
	Ruvimbo Mutyambizi (resigned 10 June 2023)
	Carol Lubale-Buluba (resigned 30 June 2022)
	Assiatu Jalloh (resigned 30 June 2022)

Objectives and activities

Objects and aims

The relief of financial hardship amongst migrants with no recourse to public funds living in the UK by the provision of free advice and assistance to such persons.

For the public benefit to advance education of the public in the needs of migrants with no recourse to public funds by providing training and advice to other relevant agencies.

Objectives, strategies and activities

Advice and advocacy: working directly with families with no recourse to public funds to improve access to accommodation and financial support under section 17 of the Children Act 1989 and related support.

Capacity building: working with organisations to improve their ability to work with families with no recourse to public funds. This includes training, telephone advice for professionals; and online resources.

Systemic change: addressing systemic problems with the implementation of section 17 support and other issues affecting people with no recourse to public funds. Activities include engaging with local and national government, campaigns and litigation.

Public benefit

a) Reducing homelessness and destitution among migrant families with no recourse to public funds.

b) Increasing awareness of rights and entitlements among individuals, professionals and the wider public.

c) Improving the implementation of support for migrant families with no recourse to public funds.

d) Improving public awareness of the issues facing families with no recourse to public funds.

Trustees' Report (continued)

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

We worked with 433 families, including 199 new clients.

24% had limited leave to remain with no recourse to public funds and 55% were undocumented.

93% of our clients were women, and 73% were lone parents.

We worked with clients from 64 different countries. 41% were Nigerian and 14% were Ghanaian.

72% of our clients lived in London, with larger numbers in Southeast and East London.

54% of clients had tried to access support under s.17 before they approached us, and 69% of those had been refused. Families who had been turned away from social services experienced a wide range of problems, including inadequate housing and homelessness, not having enough money, domestic abuse, threats to safety and exploitation.

Project 17 supported 200 families (46%) to access accommodation, and 217 (50%) families to access financial support under s.17.

66% of clients accessed foodbank vouchers, 22% received a grant from Project 17 and 14% received an external grant. 4% accessed our Hotel Fund.

We asked for feedback from 30 clients. 83% rated the service as 10/10 and 100% said they better understood their options after speaking to us. One client said "it is very different now. I was mentally and emotionally drained. I was pregnant. I got support in all possible ways beyond my expectations.".

Capacity building:

We delivered 23 training sessions to 536 participants.

• 100% rated the training excellent or good (67% excellent, 33% good)

• 90% say their knowledge has improved since training (the other 10% rated their knowledge as on same level after training)

• 100% say it was useful for their role

Feedback included:

"Really approachable trainers who thoughtfully and comprehensively answered everything we asked."

"Informative and very useful. Excellent trainers, useful information for us to take back to work practices and challenge decisions. Case studies and discussions were excellent."

This year we reviewed and updated our resources and launched a new website.

We responded to 452 queries on our advice line, up from 331 last year. We collected feedback from 32 callers. 100% said they found the advice helpful. Feedback included: "I received some incredible advice on the best way to proceed with applying to the Local Authority for section 17 of the Children Act 1989 for emergency support and subsistence payments for a mother and her 2 small children. I was also given a template letter to make a requests, and further advice on things to look out for and be aware of when making the request. The advice was superb."

Trustees' Report (continued)

Strategic work:

We have continued to work with United Impact, a group of clients affected by NRPF interested in building solidarity and creating strategic change. The group worked on a range of issues, including a photography project documenting their experiences; responding to a DWP consultation; and participating in parliamentary events. Evaluation of the project show that people felt they had more opportunities to talk to people in power, and felt more supported and able to share their thoughts and feelings around having NRPF.

At the local authority level, we have engaged with Croydon, Newham, Southwark and Birmingham. We have worked with Southwark and Newham to increase the rates of subsistence support provided to families receiving s.17. In Birmingham, we have been focusing on good practice, provide training for their teams and working with local organisations to reduce gatekeeping and ensure those in need of support can access it. Croydon has been less receptive to our attempts to engage, and we have recently submitted a long letter of complaint outlining various issues with the implementation of support. This is yet to be resolved, and will likely go to the Local Government Ombudsman for adjudication.

On a national level, we hold the co-secretariat for the All-Party Parliamentary Group on No Recourse to Public Funds. We held three events last year, giving parliamentarians the opportunity to hear from people directly affected by NRPF, as well as working with experts to provide briefings and evidence. We also worked with larger organisation and networks, reviewing, supporting and providing evidence for parliamentary briefings and consultations.

We have also supported change through litigation, including a joint project with Southwark Law Centre and Garden Court Chambers looking at the implementation of s.22 Children and Families Act, trying to improve the support children with special educational needs and disabilities receive during the s.17 assessment process. We have been building up an evidence base through FOI requests, reviews of case data and working with a focus group, with the intention of engaging in litigation to ensure councils fulfil their duties to refer and assess under s.22.

Financial review

Project 17's income streams remained robust with total income for the year of £350,523, a slight increase compared to the prior year comparative of £340,508. However this was achieved against a backdrop of rising costs resulting from exceptional levels of inflation. Total expenditure for the year was £368,823 compared to £342,413 for the year ended 31 March 2022. Overall, this resulted in a net expense of £18,300 for the year, compared to a net expense of £1,905 for the year ended 31 March 2022.

We are conscious of the impact that the prevailing levels of inflation and associated cost of living crisis is having on all of our stakeholders. Looking ahead we will continue to manage our finances carefully, balancing the rising costs impacting our clients and staff alongside the challenges the economic environment poses to our funders.

Trustees' Report (continued)

Policy on reserves

Project 17's reserve policy states that unrestricted funds, which have not been designated for a specific use, should be maintained at a level equivalent to three to six months of expenditure. At this level the Trustees feel the reserves appropriately support Project 17's resilience against the key financial risks facing the organization, being the unforeseen loss of funding or incurring unforeseen expenditure, and are sufficient to cover associated expenditure commitments were Project 17 to be wound down. The reserves policy is reviewed by the Trustees on a regular basis, at least once a year.

At 31 March 2023, reserves were £238,770, equivalent to over six months of Project 17's total budgeted expenditure for the following financial year. While this amount exceeds the reserves policy, in light of the level of funding still to be secured for the coming financial year, it is expected that reserves will be required to supplement Project 17's restricted funds.

Structure, governance and management

Nature of governing document

The charity is operated under the rules of its constitution adopted 18th May 2013.

Recruitment and appointment of trustees

- Advertising online (our website, public forums, social media) and approaching people directly.
- Potential trustees submit a CV and covering letter that are reviewed by all trustees.
- The Chair and Director hold an informal interview.
- Potential trustees sit in on part of a Board meeting.
- New trustees are voted onto the Board.

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Approved by the trustees of the charity on 16.09.2023 and signed on its behalf by:

KAT

Kamena Dorling Trustee

Independent Examiner's Report to the trustees of Project Seventeen

Independent examiner's report to the trustees of Project Seventeen

I report to the trustees on my examination of the accounts of Project Seventeen (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member and Fellow of the Association of Charity Independent Examiners, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Date: 26.10.2023

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from	om:				
Donations and legacies	2	118,018	-	118,018	63,431
Charitable activities	3	2	232,503	232,505	277,077
Total Income		118,020	232,503	350,523	340,508
Expenditure on:					
Charitable activities	5	(27,516)	(341,307)	(368,823)	(342,413)
Total Expenditure		(27,516)	(341,307)	(368,823)	(342,413)
Net movement in funds		90,504	(108,804)	(18,300)	(1,905)
Reconciliation of funds					
Total funds brought forward		148,266	209,998	358,264	360,169
Total funds carried forward	12	238,770	101,194	339,964	358,264

Statement of Financial Activities for the Year Ended 31 March 2023

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 12.

Statement of Financial Activities for the Year Ended 31 March 2023 (continued)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	63,431	-	63,431
Charitable activities	3	232	276,845	277,077
Total Income		63,663	276,845	340,508
Expenditure on:				
Charitable activities	5	(35,634)	(306,779)	(342,413)
Total Expenditure		(35,634)	(306,779)	(342,413)
Net movement in funds		28,029	(29,934)	(1,905)
Reconciliation of funds				
Total funds brought forward		120,237	239,932	360,169
Total funds carried forward	12	148,266	209,998	358,264

(Registration number: 1152621) Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Current assets			
Debtors	8	1,210	5,305
Cash at bank and in hand	9	340,140	369,086
		341,350	374,391
Creditors: Amounts falling due within one year	10	(1,386)	(16,127)
Net assets	=	339,964	358,264
Funds of the charity:			
Restricted income funds			
Restricted funds	12	101,194	209,998
Unrestricted income funds			
Unrestricted funds	-	238,770	148,266
Total funds	12	339,964	358,264

The financial statements on pages 8 to 19 were approved by the trustees, and authorised for issue on 16.09.2023 and signed on their behalf by:

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Timothy Bull Trustee

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Project Seventeen meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar			
proceeds	9,899	9,899	-
Donations from individuals	11,369	11,369	3,431
Grants, including capital grants;			
Grants from other charities	96,750	96,750	60,000
	118,018	118,018	63,431

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Grants	-	217,912	217,912	275,245
Training income	-	13,995	13,995	-
Sundry income	2	596	598	1,832
	2	232,503	232,505	277,077

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

4 Grants and donations

	Unrestricted funds £	Restricted funds £	Total funds £
Cenkos Securities	9,899	-	9,899
LHA London	-	20,000	20,000
AB Charitable Trust	27,500	-	27,500
Client Grant Partners	-	5,999	5,999
Lloyds Bank Foundation	27,250	-	27,250
Mercers	-	25,000	25,000
Metropolitan Migration Foundation	32,000	-	32,000
Justice Together Initiative	-	27,218	27,218
London Catalyst	-	1,500	1,500
Matrix	-	3,000	3,000
Hillcote Trust	5,000	-	5,000
Other Individual donors	11,369	-	11,369
Reaching Communities	-	57,956	57,956
Strategic Legal Fund	-	7,224	7,224
Taurus Foundation	5,000	-	5,000
Trust for London	-	30,015	30,015
The Blue Moon Trust	-	10,000	10,000
Anonymous		30,000	30,000
	118,018	217,912	335,930

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

5 Expenditure on charitable activities

	Unrestricted General funds £	Restricted funds	Total 2023 £	Total 2022 £
APPG Events	-	8	8	90
Client grants	-	15,225	15,225	14,965
Clinical supervision	-	1,233	1,233	1,848
Equipment	253	1,214	1,467	1,578
Freelance costs	-	2,371	2,371	6,917
Interpreting costs	-	1,769	1,769	269
Insurance	283	-	283	521
Legal & professional fees	1,386	-	1,386	1,320
Office supplies	408	1,720	2,128	1,427
Other expenses	268	70	338	1,097
Printing	-	1,062	1,062	942
Solidarity group expenses	-	10,844	10,844	3,983
Rent	1,462	12,302	13,764	13,669
Salaries NIC & pensions	22,249	285,768	308,017	286,264
Staff expenses	285	2,933	3,218	2,285
Subscriptions	35	162	197	233
Telephone & internet	150	1,351	1,501	1,490
Trustee expenses	368	-	368	53
Training	240	346	586	1,167
Volunteer expenses	-	320	320	19
Website & database	29	2,609	2,638	2,276
Recruitment costs	100		100	
	27,516	341,307	368,823	342,413

6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

7 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	267,890	261,428
Social security costs	27,256	15,223
Pension costs	12,871	9,613
	308,017	286,264

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023	2022
	No	No
Monthly paid staff	11	11

11 (2022 - 11) of the above employees participated in the Defined Contribution Pension Schemes.

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £41,332 (2022 - £38,288).

8 Debtors

	2023 £	2022 £
Prepayments	1,210	1 927
Other debtors	-	4,378
	1,210	5,305
9 Cash and cash equivalents		
	2023	2022
	£	£
Cash at bank	340,140	369,086
10 Creditors: amounts falling due within one year		
	2023	2022
	£	£
Other creditors	1,386	16,127

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

11 Commitments

Capital commitments

The charity has a short term lease for the premises under which either party may give 60 days notice. The total amount contracted for but not provided in the financial statements was \pounds Nil (2022 - \pounds Nil).

12 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
General				
General fund	148,266	118,020	(27,516)	238,770
Restricted funds				
Client grants	-	5,999	(5,999)	-
Advice	63,013	160,189	(163,790)	59,412
Capacity building	27,464	26,495	(46,515)	7,444
Policy	99,708	32,724	(115,776)	16,656
Destitution fund	6,230	3,250	(5,140)	4,340
Hotel fund	6,323	596	(1,466)	5,453
Small grants fund	7,260	3,250	(2,621)	7,889
Total restricted funds	209,998	232,503	(341,307)	101,194
Total funds	358,264	350,523	(368,823)	339,964

The specific purposes for which the funds are to be applied are as follows:

Client grants: to facilitate the provision of direct financial support to clients in cash or in kind;

Destitution fund: to provide emergency financial support to clients for food or other urgent essential items;

Hotel fund: to provide funding for short term stays in emergency accommodation for clients left street homeless by a refusal of local authority support;

Small grants fund: to provide direct financial support to clients in cash or in kind;

Advice: to provide direct advice and advocacy services to migrant families with no recourse to public funds;

Capacity building: to build capacity in other organisations working with migrant families with no recourse to public funds;

Policy: creating systemic change to improve the implementation of support for migrant families with no recourse to public funds, through engaging with local and national government, campaigning and strategic litigation.

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
General				
General fund	120,237	63,663	(35,634)	148,266
Restricted				
Client grants	-	1,484	(1,484)	-
Advice	106,350	116,356	(159,693)	63,013
Capacity building	21,924	49,054	(43,514)	27,464
Policy	94,316	94,000	(88,608)	99,708
Destitution fund	4,577	7,975	(6,322)	6,230
Hotel fund	8,575	-	(2,252)	6,323
Small grants fund	4,190	7,976	(4,906)	7,260
Total restricted funds	239,932	276,845	(306,779)	209,998
Total funds	360,169	340,508	(342,413)	358,264

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

13 Analysis of net assets between funds

	Unrestricted		••••
	General £	Restricted £	2023 Total funds £
Current assets	240,156	101,194	341,350
Current liabilities	(1,386)		(1,386)
Total net assets	238,770	101,194	339,964
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Current assets	funds General	funds	31 March 2022
Current assets Current liabilities	funds General £	funds £	31 March 2022 £

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

14 Related party transactions

There were no related party transactions in the year.

15 Independent examiner's fees

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	1,155	1,100
	1,155	1,100