

INVESTING IN PEOPLE AND CULTURE

ACCOUNTS FOR THE YEAR ENDED

31ST MARCH 2016

Charitable Incorporated Organisation

Number 1160482

**S V BYE
CHARTERED ACCOUNTANTS
NEW GARTH HOUSE
UPPER GARTH GARDENS
GUISBOROUGH
TS14 6HA**

INVESTING IN PEOPLE AND CULTURE

ACCOUNTS

YEAR ENDED 31 MARCH 2016

CONTENTS	PAGE
Trustees' report	2
Independent examiner's report	7
Statement of Financial Activities	9
Balance sheet	10
Notes to the accounts	11

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2016

The trustees present their annual report and the accounts for the year ended 31st March 2016

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

ADMINISTRATIVE INFORMATION

CHARITY NUMBER

1160482

WORKING NAME

IPC

OPERATING ADDRESS

49 Grange Road
Middlesbrough
TS1 5AU

TRUSTEES

Richard Mark Evans	Chair
Mark Sutcliffe	Secretary
Sirak Berhe Hagos	Treasurer
John Nicholson Hinman	Trustee
Biniam Tesfai Araia	Trustee
Karen Wilkinson-Bell	Trustee

ADVISERS

David Bates
Sean Murphy

INVESTING IN PEOPLE AND CULTURE

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2016

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity was registered on 13th February 2015 as a new Charitable Incorporated Organisation (CIO) and the activities of the previous association with the same name were transferred to the new CIO.

The organisation is run by dedicated committee members who have the overall responsibility for the organisation. IPC does not have paid employees at the moment, however it pays for external specific expertise as and when required to assist with pieces of research and projects/activities.

The organisation has recognised advisers who are non-voting or decision making those committee members seeks specific advice from. The advisors cover area of health, law, accountancy and education.

IPC's committee members bring in a vast knowledge and experiences to support the organisation. The committee members have both academic and years of professional experience in some key areas such as managing and running voluntary and community organisations, teaching and training, research skills, safeguarding children and vulnerable adults as well as two committee members who are from refugee backgrounds and can speak four different languages spoken by service users.

OBJECTIVES AND ACTIVITIES

The charitable objects as set out in the governing document are:

The promotion of social inclusion for the public benefit among people who are refugees, asylum seekers and BME communities who are socially excluded on the grounds of their social and economic position, by providing:

- Education and training for refugees, asylum seekers and BME communities and their dependants in need thereof so as to advance in life and assist them to adopt within a new community
- Social and recreational facilities and events involving the local community
- Awareness raising training and campaigns on the needs of people, refugees, asylum seekers and BME communities, so as to encourage service providers and institutions to adapt their services to meet the needs of these communities
- Research into the effects and causes of social exclusion of refugees, asylum seekers and BME communities

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities.

INVESTING IN PEOPLE AND CULTURE

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2016

ACHIEVEMENTS AND PERFORMANCE

IPC operates a volunteer-led community hub for refugee, migrant and disadvantaged groups regionally (Middlesbrough and Newcastle), providing accommodation and support for groups to serve their communities. The hubs are a safe place for the beneficiary communities to meet, access training and advice. The hubs host various projects and activities during the day.

B. PROJECTS

1. **Community Growing Project** brings in diverse members of our community to learn and share their skills in gardening. Through its activities, it is also the project's aim to improve the mental and physical health of migrant communities in Middlesbrough whilst positively contributing to the local community. The project has grown in popularity with an average of 25 regular community members from over 15 different nationalities accessing the project weekly. The project became a real example of how migrant communities and host community work together in harmony for a common good.

2. **Community Hub**: The Newcastle branch hub currently hosts more than 15 organisations from 17 nationalities who regularly use the premises to organise and run various projects. Recently, these organisations, among others, have organised, Safeguarding children's trainings, After school clubs, FGM project, BME mental health project, Domestic violence project, employment related projects, Drug and Alcohol Awareness Seminars, Signposting, and Neighbourhood integration project

3. **ESOL and IELTS**

We currently run two separate English classes for our service users. **ESOL** (English for Speakers of Other Language) is run twice a week for those at a lower level (Entry 1, 2 and 3). ESOL is run from both our Newcastle and Middlesbrough community hubs. The Newcastle branch is run in partnership with St Mathews church. This is a successful ESOL provision twice a week (Tuesday and Friday) which is a very popular project especially with asylum seekers who have no other access to education at this stage of their asylum application. The vicar and an arm of qualified and retired teachers work with the learners at their own pace. Each student has individual learning plan and the teacher - learner ratio is small.

IELS (International English Language Testing System) course which is being further developed in Middlesbrough to reach more people in the coming year is run three days a week for migrant health professionals

4. **Cultures Cooking Together**. The project brings together a small group of individuals (up to six people) at a time from diverse cultures and nationalities to cook together sharing skills and traditional recipes from around the world. The group is facilitated by healthy eating professionals who encourage the participants to consider healthy adaptations to the menus. The sessions are normally once a week for half a day over six weeks. The project has already engaged 3 groups of women from different nationalities including Syria, Zimbabwe, Uganda, Eritrea, Ghana and many more. This project is proving to be a very successful project reaching out to local communities with the *healthy life style* agenda and creating an improved understanding of cost effective healthier food shopping. Many participants on this course have gone on to undertake further training such as Food Hygiene, OCN Level 2 Healthy Eating and some have taken volunteer roles.

INVESTING IN PEOPLE AND CULTURE

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2016

ACHIEVEMENTS AND PERFORMANCE *continued*

5. Cycling Re-cycling Project: This project works with a small group (max 6 people), teaching them cycle maintenance. The course is run over 5 consecutive days (for English speaking) and over 4 weeks (for non-English speaking) individuals. Individuals work on second hand bicycles throughout the course enabling them to learn hands on mechanical techniques in cycle maintenance. At the end of the course, every participant takes away the bicycle they have been working on plus a brand new helmet and a D-lock. So far the project has ran 4 courses benefiting 24 individuals. The project supports the healthy and sustainable living agenda for Middlesbrough. Cycle Re-cycling project is one of the four partnership projects supported by Middlesbrough Environment City (MEC) as part of the Emerging Communities Projects.

6. Awareness Raising Seminars

We continue to deliver 'refugee experience' awareness raising to various mainstream statutory and non statutory service providers. These sessions introduce participants to the issues faced by refugees and asylum seekers and aims to better equip them in their day to day activities when dealing with refugee service users.

7. Film Evenings with IPC

Over the past year, IPC has been organising a film evening once every four weeks from the community hub. The purpose of the film nights is to have a relaxing, fun and social activity together and discuss the film afterwards. Based on the themes from the selected films we talk about topics like cultural differences, politics, the culture of England (and other countries), world history and more.

8. Football project

IPC, in partnership with Scotswood Centre, Newcastle and Northumbria Police Commissioner has been running weekly football project at times when crime and antisocial behaviour are the highest in the area. The young people, some of whom are known by the police and criminal justice system are given an opportunity to express their passion/aggression in a passive way. Up 40 young people attend every week.

9. Partnerships

We have established strong working partnerships with some key organisation from across the sectors. These include Middlesbrough Environmental City, Tees Valley Arts, New Durham College, Newcastle Safeguarding Board and Teesside University.

10. Information and Advice

IPC continued to provide Information and Advice service on various issues including housing, education, employment, recreation, and integration as well as signposting beneficiaries to statutory and non statutory supporting organisations.

INVESTING IN PEOPLE AND CULTURE

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2016

FINANCIAL REVIEW

The income and expenditure account on page 9 shows the financial results for the year. The organisation has been able to maintain a balance in free reserves of £12020.

RESERVES POLICY

The trustees have approved a reserves policy which looks to maintain in free reserves (those unrestricted reserves which are not designated nor tied up in fixed assets) an amount equivalent to three months running costs which is approximately £12000 at current levels of expenditure. This would give the trustees time to look for alternative sources of funding should the need arise. At 31st March 2016, free reserves stood at £12020.

Approved by the Committee



Richard Evans

Chairman

Date 17th August 2016

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INVESTING IN PEOPLE AND CULTURE
YEAR ENDED 31 MARCH 2016

I report on the accounts of the charity for the year ended 31st March 2016 which are set out on pages 9 to 13.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

We understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

(continued)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INVESTING IN PEOPLE AND CULTURE

YEAR ENDED 31 MARCH 2016

(continued)

In connection with my examination, no other matter except that referred to in the previous paragraph has come to my attention:

- 1 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 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mrs E Hamilton FCA
New Garth House
Upper Garth Gardens
Guisborough
TS14 6HA

S.V BYE
Chartered Accountants
17th August 2016

INVESTING IN PEOPLE AND CULTURE
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2016

	Note	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £
INCOME				
Income from charitable activities				
Grants and donations	2	27931	65608	93539
Total income		<u>28931</u>	<u>64608</u>	<u>93539</u>
EXPENDITURE				
Expenditure on charitable activities	3	16911	30579	47490
Total expenditure		<u>16911</u>	<u>30579</u>	<u>47490</u>
Net movement in funds for the year		12020	34029	46049
Fund balances brought forward		-	-	-
FUND BALANCES CARRIED FORWARD		<u>12020</u>	<u>34029</u>	<u>46049</u>

INVESTING IN PEOPLE AND CULTURE

BALANCE SHEET

31 MARCH 2016

	Note	£	2016 £
Current Assets			
Cash at bank and in hand		46549	
Creditors			
Amounts falling due within one year	4	(500)	
Net current assets			46049
Total net assets			<u>46049</u>
Funds			
Unrestricted fund			12020
Restricted funds			34029
Total funds	5		<u>46049</u>

Approved by the trustees:



Richard Evans
Chairman

Date 17th August 2016

INVESTING IN PEOPLE AND CULTURE

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2016

1. Accounting Policies

- a) The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015), the Charities Act 2011 and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller entities published on 16th July 2014.
- b) Donations and legacies are received by way of donations and gifts and are included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.
- c) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d) Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered and is allocated to the particular activity to which it relates.
- e) Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life at the following rates.

Computers	33%
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- f) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purposes and are available as general funds.
- g) Designated funds are unrestricted funds earmarked by the Board of Trustees for particular purposes.
- h) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, with a fair allocation of management and support costs.

INVESTING IN PEOPLE AND CULTURE

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2016

2. INCOME	Unrestricted £	Restricted £	Total £
Transferred from Association			
General reserves	13556	-	13556
Middlesbrough Environment City	-	16456	16456
Community Development Foundation	-	2062	2062
Community Foundation Tyne & Wear	-	2873	2873
Stockton Riverside College	-	650	650
Received in the year			
Middlesbrough Environment City	-	12489	12489
Community Foundation Tyne & Wear	-	2952	2952
Big Lottery Awards for All	-	9920	9920
University of Teesside	1000	-	1000
Sutcliffe Wallace Limited	12500	-	12500
NHS South Tees CCG	-	15968	15968
County Durham Community Foundation	-	1238	1238
Localgiving.com	925	-	925
Other income	950	-	950
	<u>28931</u>	<u>64608</u>	<u>93539</u>

3. EXPENDITURE	Main Activities £	Governance Costs £	2016 Total £
Costs directly related to charitable activities			
Venue	5324	-	5324
ICT	647	-	647
Catering	645	-	645
Membership fee	123	-	123
Travel expenses	107	-	107
Utilities	2325	-	2325
Stationery	300	-	300
Insurance	918	-	918
Independent Examiner's fee	-	420	420
Sessional workers	24197	-	24197
Consultancy	6680	-	6680
Volunteers' expenses	4760	-	4760
Childcare	1044	-	1044
	<u>47070</u>	<u>420</u>	<u>47490</u>

INVESTING IN PEOPLE AND CULTURE

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MARCH 2016

4. CREDITORS

	2016 £	2015 £
Other creditors and accruals	500	500

5. MOVEMENT IN FUNDS

	From Association	Income	Expenditure	Transfers	At 31st March 2016
Restricted Funds	£	£	£	£	£
Middlesbrough Environment City	16456	12489	(16456)	-	12489
Big Lottery – Awards for All	-	9920	(7300)	-	2620
Stockton Riverside College	650	-	(650)	-	-
NHS South Tees CCG	-	15968	-	-	15968
Community Development Foundation	2062	-	(2062)	-	-
Tyne and Wear Community Foundation	2873	2952	(2873)	-	2952
Co Durham Community Foundation	-	1238	(1238)	-	-
Total restricted funds	22041	42567	(30579)	-	34029
Unrestricted Funds					
General Funds	12556	15375	(15911)	-	12020
Designated Funds					
Middlesbrough & Teesside Philanthropic Foundation	1000	-	(1000)	-	-
Total funds	35597	57942	(47490)	-	46049

6. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted £	Restricted £	Total £
Net current assets	12020	34029	46049
	12020	34029	46049

7. TRUSTEE TRANSACTIONS

No trustee received any remuneration or expenses from the charity during the year. The charity received a donation of £12500 from Sutcliffe Wallace Limited, a company incorporated in England & Wales which is wholly owned by Dr Mark Sutcliffe, a trustee of the charity.