

The Evelyn Oldfield Unit

Report and financial statements

For the year ended 31 March 2017

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The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017

The Board of Directors, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2017.

Full name The Evelyn Oldfield Unit

Registered charity number 1044681

Registered company number 2921143

Principal address

Resource for London, 356 Holloway Road, London N7 6PA

Board of Directors

Sam Karuhanga, Chair	Appointed 2 nd February 2017
Teshome Damte, Treasurer	Appointed 2 nd February 2017
Paul Sathianesan Duraism, Vice-Chair	Appointed 2 nd February 2017
Pamella Campbell	Appointed 2 nd February 2017
Liam Clipsham	Appointed 2 nd February 2017
Karen Gayle-Kirk	Appointed 2 nd February 2017
Henoke Daniel	Appointed 2 nd February 2017
Sodabeh Gashtasebi	Appointed 2 nd February 2017
Myrvete Gashi	Appointed 2 nd February 2017
Noorjahan Musheda Khanam	
Danmore Sithole	
Jean – Roger Kaseki	
Mohamed Ali Farah	
Tahera Aanchawan	Resigned 2 nd February 2017
Sithira Dayal Chanishta Pathberiya	Resigned 2 nd February 2017
Ratip Alsulaimen	Resigned 2 nd February 2017
Petros Tesfaghergis	Resigned 2 nd February 2017

Company Secretary

Mulat Haregot

Bankers

National Westminster Bank Plc, PO BOX 7406, 490 Holloway Road, London N7 6HN
CAF Bank Ltd, Kings Hill, West Malling, Kent ME19 4TA

Independent examiner

Ade Adebambo, MBA, ACIS, ACMA
Local Accountancy Project, 161 Sumner Road, Peckham, London SE15 6JL

**The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017**

Objects of the charity

The Charity's objects are to promote for the public benefit, all charitable purposes by the following:-

A). To develop, provide, facilitate and co-ordinate the provision of specialist aid and support services in order to further the charitable work of organisations assisting disadvantaged people in particular but not exclusively the unemployed, people with low levels of literacy, older people, people with disabilities, people with long term health conditions and ethnic minorities particularly refugees, asylum seekers and migrants in the UK or Internationally.

B). To provide advocacy and services in particular but not exclusively for disadvantaged people including the unemployed, people with low levels of literacy, older people, people with disabilities, people with long term health conditions and ethnic minorities particularly refugees, asylum seekers, and migrants who are in conditions of need, hardship or distress.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 21 April 1994 and registered as a charity on 6 March 1995.

The company was established under a Memorandum and Articles of Association which established the objects and powers of the charitable company and is governed under its articles of association.

Method of appointment or election of Board of Directors

The governance of the charity is the responsibility of the Evelyn Oldfield Unit Board of Directors who are elected and co-opted under the terms of the Articles of Association.

Following an initial audit of skills and experience, individuals with specific skills and voluntary and community organisations known to the company are offered the opportunity to put themselves or nominees from their organisations forward as potential Board of Directors. Candidates complete an application form and are interviewed by a panel of Board of Directors and recommended by the Board of Directors to the Annual General meeting for election.

If a vacancy arises during the year, or additional Board of Director are required, people are appointed by the Board of Directors and hold office until the following AGM when they stand for election.

One – third of elected Board of Directors must retire from office at the Annual General meeting, but are eligible for reappointment at that meeting.

Policies adopted for the Induction and Training and Development of Board of Directors

New Board of Directors follow an agreed induction process and are offered training, development and support to understand and carry out their responsibilities. After appointment the Chair and Director induct new Board of Directors by giving them an outline of the organisation, its governance and strategic plan, a briefing on what constitutes a conflict of interest as well as answering questions posed by the new Board of Trustees.

Each Board of Director is also given a handbook which includes the latest accounts, key policies, procedures, and is offered mentoring by more experienced Board of Directors.

Board of Directors are encouraged to attend relevant training and development programmes on top of the biannually half day planning, training, and development days.

Organisational structure and decision making

The Board of Directors govern the organisation through quarterly Board of Directors meetings, and are advised by the finance and personnel sub-committees. The Board of Directors comprises a minimum of 7 Board of Directors and a maximum of 15. If a decision cannot be made at the quarterly Board of Directors meeting, it is delegated to a specific group of Board of Directors, usually a sub-committee, and the results communicated to all Board of Directors by email and ratified at the following Board of Directors' meeting. All Board of Directors attend one or both of the quarterly finance and personnel sub-committee meetings.

**The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017**

The officers meet between the meetings of the full Board of Directors meetings to discuss any immediate issues and to offer support to the Chief Executive, if any decision are made these are reported to the Board of Directors informally, as well as to well as to the next meeting. The day to day management of the organisation is delegated to the staff via the Chief Executive.

Risk management

In the last five years, the Board of Directors have increased their focus on risk analysis as a mean of protecting the charity and enhancing its performance.

The Board of Directors undertake reviews of the major risks to which the charity is exposed and ensures that systems are in place to mitigate these risks. Among the potential risks assessed were the loss of funding, trustee conflict of interest, bad publicity, new legislation, negligence, misuse of resources, overstretched management and low staff morale. Measures were identified that mitigate these potential risks and actions agreed, all of which enabled the charity's Board of Directors to deal effectively with the steep reduction in funding experience this year. Ongoing mitigation includes providing sufficient training and sound management for staff, clearly defined procedures, a survey of staff views, exit interviews, further diversification of funding, use of professional advice and insurance.

The Chief Executive uses the risk assessment as a management tool for reviewing specific projects and activities with a view to mitigating risk and enhances performance. The Board of Director's risk management has been aligned with business planning and performance management. On a routine basis lower risk assessment, such as health and safety assessments are carried out by EOU staff. The EOU has a full complement of policies ranging from health and safety to personnel management. These are periodically reviewed and updated by staff and then presented to the Board of Directors for ratification.

Reserve policy

The Board of Directors have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity. The risk register is reviewed annually. The Board of Directors are satisfied that systems are in place to mitigate exposure to the major risks.

It is the policy of the charity that unrestricted funds, which have not been designated for a specific purpose, should be maintained at a level equivalent from three to six month's expenses. The Board of Directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Details of funding sources, how expenditure in the year met objectives is outlined in the notes to the accounts on restricted funding.

Statement on public benefit

The Board of Directors are aware that the section 17 of the Charities Act 2011 requires charities to demonstrate that their work is of direct benefit to the public. When planning the Evelyn Oldfield Unit's activities each year, the Board of Directors take due regard of the Charity Commission's general guidance on public benefit.

In the interest of transparency, the Board of Directors make the following observations on the two key principles of the public benefit.

Principle 1: There must be an identifiable benefit or benefits

1a It must be clear what the benefits are

The Evelyn Oldfield Unit (EOU) provides service to support organisations deliver on their charitable purposes. The services provided and benefits achieved in 2016/2017 are clearly set out in the accounts of objectives and achievements given in the body of this report.

1b The benefits must be related to the aims

The Board of Directors review the activities of the charity against its aims on an ongoing basis and are satisfied that all activities continue to be related to the aims.

1c Benefits must be balanced against any detriment or harm

No specific issues of detriment or harm have been reported.

**The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017**

Principle 2: Benefits must be to the public or a section of the public

- 2a The beneficiaries must be appropriate to the aims
The EOU offers support to full range of BAMERSs in London, including distributing our e-bulletin, to over 1,445 recipients. These organisations benefit a wide cross section of society in line with EOU's objects.
- 2b Where the benefits is to a section of the public, the opportunity to benefit must not be unreasonably restricted by geographical or other restrictions; or by the ability to pay any fees charged.
The EOU's services are offered free of charge for the benefit of the refugees and migrants living in London and the society in general.
- 2c People in poverty must not be excluded from the opportunity to benefit
As outlined above there is no restriction on benefits.
- 2d Any private benefits must be incidental
A number of private benefits do necessarily arise from the activities of the charity. In particular the charity finds it essential to employ and remunerate staff. These private benefits are, however, incidental as they are a necessary by-product of carrying out the charity's aims.

Activities, achievements and performance

There are seven key service spheres provided by the Unit in 2016/2017 within a growing remit:-

- Partnerships and Collaborations
- Capacity Building Project – Founding the Future
- Volunteering
- Supporting Women Project
- Community Research (Research for Action & Influence)
- Learning and Development
 - The e3 Project
 - ESOL Evening Classes
- Pro Bono Legal Advice

Partnerships and Collaborations:-

The EOU Director and Development Team have been involved in a diverse range of partnership and collaborative work with a number of mainstream agencies, organisations, and BAMER groups both in the delivery of our projects and through being partners of strategic activities and initiatives.

These agencies include Help on Your Doorstep, Citizens Advice Bureau, Islington Law Centre, Islington People's Right, Council of Somali Organisations, London Voluntary Sector Council, Race on the Agenda, Red Ochre, Refugee Council, Lime House Project, Ocean Somali Community Association, APASEN, J-Go Training, the Metropolitan Police, Resource for London, GLA and the Big Lottery Fund. The partnerships and collaborative work has significantly raised the profile of the Evelyn Oldfield Unit more widely across London, and also allowed the organisation to act as an advocate and voice for the BAMER sector.

a) The London Strategic Migration Partnership (LSMP):

The LSMP is a cross-sector partnership to maintain strategic overview of the state of migration in London. The LSMP meets 3 times a year to discuss on visa and economic growth, Integration and demographic and policy trends. The LSMP bring together in the table London Mayor Office, Home Office, London Council, London Enterprise Panel (LEP) and the Mayor's Migrant and Refugee Advisory Panel (MRAP) which the Evelyn Oldfield Unit is representing the interest of the 24 MRAP member organisations

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For the year ended 31 March 2017**

b) The Islington BAMER Advice Alliance (IBAA):

The Evelyn Oldfield Unit has developed a Consortium of 5 consortium members, all of whom are Strategic Advice Partners. The partnership has been awarded funding of **£100,000** for the next 4 years from the London Borough of Islington to deliver on the following strands: access and outreach, primary access, detailed triage and initial advice, generalist advice, and targeted specialist advice for excluded populations.

c) The e3 Project Partnership:

The E3 Project was developed in partnership with 4 other organisations, the Lime House Project, Ocean Somali Community Association, APASEN and J-Go Training. The e3 English language course for integration is designed to provide an innovative method of learning English for people from refugee and migrant backgrounds, particularly those from Somalia, Bangladesh and Pakistan. Women are the priority, specifically individuals who traditionally have had little access and exposure to the English language. The project provided a blended approach to learning English, combining face-to-face lessons with online learning material. The e-learning lessons focussed on representatives from the target audience navigating their new lives in London. The material is available at <http://wearee3.com>.

Across the partnership, **700** learners of which **90% are female** and **92% are Muslim**, have been engaged and worked with to date. The Evelyn Oldfield Unit directly supported **218** of these learners to improve their confidence in using the English language, gain digital skills, and reduce isolation. The project has given them the confidence seek further opportunities, with the most popular progression route afterwards being formal ESOL studies and then paid employment. Other follow up opportunities included community work, volunteering and enterprise. The Evelyn Oldfield Unit also provides ongoing support to learners through access to further English classes every Monday and Wednesday evening.

Due to the success of the project, the Department of Communities and Local Government (DCLG) has extended the funding for the e3 Project for another calendar year.

d) The VCS Assist 2.0 Partnership

This partnership project has been delivered together with the LVSC (London Voluntary Sector Council). The project is intended to support groups to develop their capacity to run ESF projects successfully, thereby enabling them to successfully move unemployed and economically inactive persons closer/into the labour market. LVSC lead the overall project, and also lead on the delivery of forum events, dissemination of regular communications with the voluntary sector, and project evaluation. The Evelyn Oldfield has successfully delivered a series of workshops and drop-in surgeries across London to boost the capacity and skills of mainly small voluntary sector organisations who want to compete effectively for European Social Funding.

The delivery of this project started in October 2017. By March 2017, this Partnership had delivered **2** forum events, 1 LVSC e-bulletin per month, 7 EOU newsletters, 11 live one to one surgeries, **10** telephone surgeries and **9** skills workshops. The workshops covered an Introduction to ESF, Bid Writing, Successful Project Management and ESF Applications, and attracted **122** attendees from **96** organisations.

Capacity Building – Founding the Future Project:-

As one of the leading organisations in the sector, the Evelyn Oldfield Unit's long tradition on 2nd tier activity is capacity building. The Founding the Future Project enables BAMER groups to build their capacity, deliver and measure quality programmes, engage in cross-sectorial partnerships and give BAMER communities a voice. In its third year, the project has:

- Had 1-1 consultancy with 10 small groups and helped 24 additional organisations through the Enhance Project to provide small and emerging London-based Black, Asian Minority Ethnic and Refugee (BAMER) groups with free desk space.
- Delivered 8 training sessions on capacity building, attended by 25 individuals, representing 23 groups. These sessions were on Financial Management and Fundraising.

The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017

- Continued working in partnership with 5 other key partner groups forming the IBAA (Islington BAMER Advice Alliance) partnership.
- Launched a Pro-Bono Legal Advice Service for BAMER individuals, accessed by 22 service users.
- Through the Supporting Women Project we delivered 8 training sessions for women covering topics relevant to BAMER women, in particular vulnerable groups who have experienced trauma. 105 BAMER women attended from at least 50 different groups.
- Through the Celebrating Women Project, we supported 17 women from 11 BAMER groups with training on Managing Secondary Stress: Vicarious Trauma and Women in Parliament. We also helped two of these BAMER groups access further training on Domestic Violence for their staff, volunteers and/or beneficiaries. We held an awareness raising day on Safeguarding Asylum Seeking Women on Women's Day, with 20 attendees from at least 10 organisations.
- Delivered an accredited Introduction to Counselling Skills course for representatives from 10 BAMER women's groups.
- Continued the Research for Action and Influence (RAI) Course training for 15 representatives of BAMER groups on how to conduct and use research to advance a cause within their community. 10 students are set to present at this year's end of course conference.
- Continued supporting 12 students from the Research for Action and Influence (RAI) 2015/6 cohort.
- Delivered a mentoring program for 11 mentors to support the RAI students in conducting their research and presenting at the conference.
- Trained 3 migrants (1 from academia, 1 from a media background, and 1 representative of a refugee community group), to form the Organisation's Research Ethics Committee (OREC).
- Through the VCS Assist 2.0 we delivered 9 skills workshops to 122 attendees from 96 organisations. The workshops helped organisations prepare to bid competitively for European Social Funding (ESF), and deliver ESF funded projects of better quality.
- Delivered e3 English classes, including digital competency skills and progression routes into volunteering, community gardening or entrepreneurship to 218 eligible learners.
- Delivered evening ESOL classes at beginner and pre-intermediate level to 86 migrants living in the UK.
- Trained 17 individuals from BAMER groups to serve as Trustees.
- Trained 52 volunteers to work with BAMER groups to provide support on research, project evaluation, communications and administrative support, ESOL teaching, delivering presentations, report writing, and event management.
- Formed part of 4 formal partnerships and worked informally with at least 10 other entities to provide added value and resources for the BAMER groups and individuals we support.
- By the end of March 201, across all of our projects, we had logged the provision of advice and support by telephone to 162 beneficiaries across all of our projects.

The Enhance Desk Space Project:

This partnership project was delivered together with Resource for London. The year, the project provided desk space, training and support to **24** small BAMER groups working to empower and improve the lives of members of their community. These groups were also invited to training sessions and workshop on fundraising, bid writing, financial management and book keeping.

Training:

The EOU has organised **7** training sessions attended by **25** participants representing **23** BAMER groups. This consisted of:

- 5 sessions on Financial Management Training, delivered by a qualified and experienced accountant and adapted from training by CASH (Community Accountancy Self Help (CASH). This was attended by 10 individuals from 10 BAMER groups. Groups completed homework, and are working towards achieving accreditation for this work.
- 3 days of training on Fundraising, delivered by an experienced fundraising consultant. This was attended by 15 individuals from 14 BAMER groups.

**The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017**

Volunteering and Placements:-

Volunteer Recruitment

52 individuals were recruited as volunteers within the Evelyn Oldfield Unit between April 2016 and March 2017 to work on different projects that support BAMER groups across London. Volunteers contributed to:

- events management
- administration
- co-ordination of projects
- communications and social media
- evaluation and monitoring of activities
- report writing
- fundraising development
- human resources for Evelyn Oldfield Unit volunteers

1 of these volunteers completed her Greenwich University Placement with the Evelyn Oldfield Unit, compiling a research report on the effectiveness of organisations such as the Evelyn Oldfield Unit for Migrant and Refugees who experience Domestic Violence.

The project also recruited and trained 17 volunteer trustees to work with BAMER groups, strengthening their Boards of Trustees through skills audits and business planning.

Other Volunteer-related activity

- 1 volunteer was specifically placed with two external BAMER groups to conduct an independent research evaluation. 1 BAMER organization was supported through the Enhance Project to advertise volunteering opportunities on an online portal.
- As part of the e3 project a volunteer workshop was organized and attended by five learners, who received an introduction to volunteering, with presentations from experienced volunteers.
- 2 e3 learners commenced regular volunteer work with 2 local community organisations.

Supporting Women Project (SWP) and Celebrating Women Project:

Main Project: Supporting Women Project

The three year Comic Relief-funded Supporting Women Project (SWP) was successfully concluded in June 2016 with the Final Annual Conference. Between March 2016 and June 2017, we delivered 8 training sessions for women covering topics relevant to BAMER women, in particular vulnerable groups who have experienced trauma. 105 BAMER women attended from at least 50 different groups. Additionally, 10 beneficiaries from 10 BAMER groups received accredited 5-day training in Introduction to Counselling Skills.

Sister Project: Celebrating Women

The SWP was sustained by volunteers in its newer format, under the name 'Celebrating Women'. Between September 2016 and March 2017, the Evelyn Oldfield Unit organised and facilitated several events as part of Celebrating Women. These included:

- a train the trainer session on Women in Parliament on 28/09/2016,
- a workshop on managing vicarious trauma as delivered to the Roma Support Group on 14/10/2016,
- International Women's Day event Women in Asylum: Safeguarding and Support on 08/03/2017.

**The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017**

Research for Action and Influence Community Research Project:-

The aim of the Research for Action and Influence (R4AI) Course is to provide training for representatives of BAMER groups on how to conduct and use research to advance a cause within their community. Over the past year, we have worked with two different cohorts of students. We have continued to support 12 students from the 2015/6 cohort. From the new 2016/7 cohort:

- 10 students have attended 19 sessions and will be presenting at this year's Conference on the 13th of July at the Conway Hall Ethical Society in Holborn.

The Research for Action & Influence (RAI) Project, has had a broader education reach, as follows:

- 10 learners from 10 BAMER groups have been trained through Community Research Sessions.
- 11 mentors were provided with training materials electronically and paired up with the research students to provide pastoral and academic support to support them to complete their research projects successfully.
- 3 migrants (1 from academia, 1 from a media background, and 1 representative of a refugee community group) received training to form the Organisation's Research Ethics Committee (OREC).

In a focus group, learners from the RAI course said that through the course *"we have learnt a lot of techniques" "I have a lot of resources"*, and gained *"powerful tools" to "use on a daily basis"*.

Pro Bono Legal Advice

This service provides free legal advice by fully qualified solicitors to London's black, Asian, minority ethnic and refugee (BAMER) community. The aims of the project are:

- To relieve overcapacity of other service providers such as CAB, legal advice centres, advocacy clinics and other independent advice clinics;
- To provide a free advice service to the community by qualified solicitors with specialised knowledge and expertise;
- To remedy the issue of service users being subjected to long waiting times and over-complicated processes to accessing free legal services.

By March 2017 we had delivered a total of 22 one to one surgeries. We provide advice under 4 different areas of law:

- Immigration law
- Criminal Law
- Landlord and Tenant issues and
- Family Law

The most popular area of advice has been Immigration Law. The majority of service users coming from Islington. This reflects the close alignment between the Islington BAMER Advice Alliance Partnership and this project.

Learning and Development Project

The Evelyn Oldfield Unit has recently become an OCN approved Centre to deliver accredited courses. This award is expected to boost the quality of our current ESOL provision and other training available for BAMER communities and groups.

**The Evelyn Oldfield Unit
Board of Directors' report and financial statements (continued)
For the year ended 31 March 2017**

The e3 Project

The EOU delivered successfully the E3 Project in partnership with 4 other organisations: the Lime House Project, Ocean Somali Community Association, APASEN and J-Go Training. The E3 English language course for integration is designed to provide an innovative method of learning English for people from refugee and migrant backgrounds. The project provided a blended approach to learning English, combining face-to-face lessons with online learning material.

Across the partnership, 700 learners, of whom 90% are female and 92% are Muslim, have been engaged and worked with to date. The Evelyn Oldfield Unit directly supported 218 of these learners to improve their confidence in using the English language, gain digital skills, and reduce isolation. The project has given them the confidence seek further opportunities, the most popular progression route afterwards being formal ESOL studies and then paid employment. Participants were engaged in one of three available progression routes: community work, volunteering or enterprise.

Evening ESOL Classes

Since the demand for longer-term ESOL practice is high, students can also benefit from on-going ESOL evening classes, following completion of the course. These classes are open to all migrants, refugees and asylum seekers – including e3 graduates. The classes are ideal for learners who are not prepared to take ESOL examinations, but who still need to improve their ability to speak and use English in their everyday lives. The classes promote ESOL learning as well as increased confidence applying their English language skills in their everyday life. Some of the learners do not have access to other ESOL provision due to specific criteria imposed by funding streams (ex. require leave to remain in the UK, or cannot apply if they work a few hours).

The project registered 86 learners, and we run 2 classes each week of approximately 8 – 10 attendees in each class.

Telephone information, advice and support

The organisation has provided information, advice and support on a range of settlement and capacity building issues as follows by project:

BY PROJECT	NUMBER OF BENEFICIARIES
V.C. S project	76
E3 project	48
RAAI project	12
Admin and communication	26
TOTAL	162

Strategic plan for future periods

The organization has completed its internal review and has developed 3 years business plan and fundraising strategy to sustain the work of the charity.

The Board of Trustees are also developing new partnership and collaboration strategy to work with the public, community, voluntary and private sector to support the work of the BAMER groups by sharing both resources and new skills.

The Evelyn Oldfield Unit
Board of Directors' report (continued)
For the year ended 31 March 2017

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements. The net surplus in funds for the year amounted to £19,945 and (year ended 31 March 2016: £81,465 surplus). The total funds at 31 March 2017 amounted to £93,503 and (year ended 31 March 2016: £73,558).

RESERVE POLICY

The company is required to determine and explain its policy for free reserves. The Board of Directors have reviewed its free reserve policy and have turned its entire unrestricted fund into an emergency reserve to enable Evelyn Oldfield Unit to meet its obligations in the event of a shortfall in income or sudden upturn in expenditure. The organisation is aiming at reserves to cover at least 3 months' expenditure, which is in the range of £48,850, per year.

RISK MANAGEMENT

The Board of Directors have examined the major risk which the Evelyn Oldfield Unit faces and believe that maintaining our free reserves at a reasonable level, combined with our annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which we face and confirm that they have established systems to mitigate the significant risks.

TANGIBLE FIXED ASSETS

The fixed assets comprise of office equipment.

FUNDS AVAILABLE

Grants receivable totalled **£212,074** (2016: 136,033). We thank Trust for London, Comic Relief, The Department of Communities and Local Government, City Bridge Trust, BBC Children In Need, Enhance Project, London Voluntary Service Council, and other donors for their support and contributions.

The charity's costs were **£195,402** (2016: £217,647), of which **£106,453** (2016: £99,772) related to staff costs.

Staff numbers reduced by 0.2 during the year.

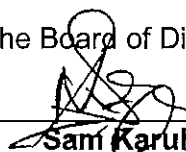
Disclosure of information to independent examiner

The Board of Directors have confirmed that there is no information of which they are aware which is relevant to the independent examiner, but of which the independent examiner is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the independent examiners are aware of such information.

VOLUNTEERS the Evelyn Oldfield Unit recognises the significant contributions made by volunteers.

On behalf of the Board of Directors

Signed


Sam Karuhanga, Chairperson

Date

29.6. 2017

**Independent examiner's report to the Board of Trustees of
The Evelyn Oldfield Unit
For The Year Ended 31 March 2017**

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the company for the year ended 31st March 2017, which are set out on pages 13 to 18.

Respective responsibilities of Board of Directors and examiner

The Board of Directors (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Board of Directors 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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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

In connection with my examination, no matter 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have 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.


Ade Adebambo, MBA, ACTS, ACMA
Local Accountancy Project
161 Sumner Road
London SE15 6JL

Date 4/7/2017

EVELYN OLDFIELD UNIT				
STATEMENT OF FINANCIAL ACTIVITIES				
FOR THE YEAR ENDED 31ST MARCH 2017				
	Unrestricted	Restricted	2017	2016
Incoming Resources	Fund	Fund	Total	Total
	£	£	£	£
Donations and Legacies	2,973	0	2,973	136,182
Charitable activities	0	212,074	212,074	0
Other Income	250	0	250	0
Investment Income - Bank Interest	50	0	50	0
	3,273	212,074	215,347	136,182
Cost of generating funds:				
Charitable activities	0	195,402	195,402	217,647
Total Resources expended	0	195,402	195,402	217,647
Net Incoming Resources	3,273	16,672	19,945	-81,465
Fund balances brought forward	68,816	4,742	73,558	155,023
Fund balances carried forward	72,089	21,414	93,503	73,558

EVELYN OLDFIELD UNIT					
BALANCE SHEET					
AS AT 31 MARCH 2017					
FIXED ASSETS	Note		2017		2016
		£		£	£
Office Equipment	3		488		1,005
Current Assets					
Debtors		4691		1,945	
Cash at Bank		129,202		109,242	
		133,893		111,187	
Current Liabilities					
Creditors and Accruals	4	40,878		38,634	
			93,015		72,553
Net Current Assets			93,503		73,558
Funds:					
Unrestricted Funds			62,089		58,816
Designated Funds			10,000		10,000
Restricted Funds			21,414		4,742
			93,503		73,558
Approved by the Board of Directors and signed on its behalf					
by					
Sam Karuhanga					Chairperson/ Director
					Treasurer/Director
Teshome Damte					
on 27.3.17			2017		

Exemption from audit

For the year ending 31/03/17 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small Companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The Board of Directors declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:

Signed

Name:


Sam Karuhanga, Chairperson

Date

29.6.17

**The Evelyn Oldfield Unit
Notes to the accounts
for the year ended 31 March 2017**

1. Accounting policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2015), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the provisions applicable to companies subject to the small companies regime under the Companies Act 2006.

Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity in the year.

Resources expended

These have been analysed using a natural classification.

Depreciation

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a reducing balance basis.

The rates applicable are:

IT Equipment	33%
Furniture, fittings & equipment	33%

2. GRANTS AND DONATIONS

EVELYN OLDFIELD UNIT DETAILED OF INCOME FOR THE YEAR ENDED 31ST MARCH 2017

<u>INCOMING RESOURCES</u>	Unrestricted Fund £	Restricted Fund £	2017 Total £
SRWP - Comic Relief	0	11,755	11,755
R4AI - Trust For London	0	70,000	70,000
Dept 4 Comm & Local Government	0	62,579	62,579
City Bridge Trust	0	30,600	30,600
BBC Children In Need	0	2,000	2,000
Enhance Project	0	10,614	10,614
ESF TA (LVSC)	0	12,026	12,026
IBAA - BAMER Advice (Islington)	0	12,500	12,500
Gifts and Donations	2,973	0	2,973
Reimbursement	250	0	250
Bank Interest	50	0	50
TOTAL INCOMING RESOURCES	3,273	212,074	215,347

3. Fixed Assets

	Computer equipment £	Total £
Cost		
At 1 April 2016	1005	1005
Additions	0	0
Disposals	0	0
At 31 March 2017	1005	1005
Depreciation		
At 1 April 2016	8440	8440
Disposals	0	0
Charge this period	517	517
At 31 March 2017	8957	8957
Net book value		
At 31 March 2017	488	488
At 31 March 2016	1,005	1,005

4. Debtors	2017 £	2016 £
Debtors	4,691	1,945

5. Creditors	£
Accountancy	800
J – Go Training	2,300
Resource for London	47
Other Accruals	<u>37,731</u>
	<u>40,878</u>

Accruals: Provision for supplies and services including tutors and consultants who had provided supplies or undertaken work during the year but had not invoiced by 31st March 2016.

6. Total resources expended	Unrestricted	Restricted	2017	2016
	£	£	£	£
Charitable activities	0	193,286	193,286	215,486
Governance Costs	0	2,116	2,116	2,161
Total Resources expended	0	195,402	195,402	217,647