

REGISTERED CHARITY NUMBER: 1167184

REGISTERED COMPANY NUMBER: 07954771

SADDA HAQ FOUNDATION

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2019

SADDA HAQ FOUNDATION

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CHAIRPERSON STATEMENT

Dear Colleagues

I am happy to present the annual financial report of Sadda Haq Foundation for the year ending 2018-2019. I thank everyone from the trustees, management committee, donors, staff, volunteers and other stakeholder for cooperation which help us to deliver so much activities within our limited resources. This financial year, we are delighted to have retained Sohail habib as volunteer project coordinator leading our work on, mental health, older people event activities. Aisha Yurova left us to further her education. However she was replaced by Debby who joined us during the year to continue the good work done on homeless, refugee and asylum seekers' hub work for young people projects. Huge thanks to Sophy, Yetty, Sebrina, Araminta, Baynes for all their efforts to help the Sadda Haq foundation to carry on its project activities.

We organised 3 day mentoring training for 15 volunteers as part of our ongoing project (IMentoring Action) that is recruiting and providing training supports for young people and adult who will have become volunteers and actively involved in mentoring throughout Barking and Dagenham. The volunteer teams are serving in both a youth empowerment and community involvement mentoring against youth violence prevention initiatives. We are proud to say that we have completed the *Stepping Up*, is a year-long programme that equips 16-24 year olds from disadvantaged backgrounds those who are not in education, employment or training enable them to find and secure employment and social skills enable them find long-term relationship.

Sadda Haq has provided both *Cycling for Confidence & Fun* and adapted bike, specially designed to give visually impaired young people the support and opportunity to cycle safely at Lodge Avenue Park in Barking, children such as ten-year-old Peter. During a taster day Peter, who is registered blind, was able to try out the adapted bike, which is specially designed to give visually impaired and autistic children the support and opportunity to cycle safely. Straight away he was able to develop his cycling skills and have fun cycling around the playground with his friends. Children enjoyed the day so much that they have written letters to us asking for more bikes practice session. During the summer we offered inclusive sports where both young people and adult to try different sports with professional coaches to build their confidence. They Had a *Good days* with their friends and family in a programme of inclusive sports activities along with their friends or siblings.

During the year under review, we went on outdoor wildlife activities a 3-night trip to Huddersfield for a group of disable children. The project also took different groups who are disadvantaged from lower income families & single parents in Barking & Dagenham on camping trips at Hertfordshire & Epping Forest where they were taught outdoor activities. This year we delivered Hindu cultural events and entertainment at community centre where dancers performed, drama, music, visual arts, a selection of popular songs and poetry for young people and elderly groups in attendance of the Asian community facilitated by professional artists. We delivered 10 'Do your own thing' programme comprises of six sessions which include DJing and digital art, photography with participants choosing what they want to do. We will continue organise various social activities to fundraise and seek funding grants in order to implement many of our project this coming year and engage a dedicated project coordinator.

On behalf our trustee and management committee, I thank all the Donors, Volunteers, partners and local people you have all work tirelessly and cooperation which help us to march forward in our mission. I thank you all making this year a success.

Ikram Ullah

(Chairperson) Sadda Haq Foundation

SADDA HAQ FOUNDATION

ADMINISTRATION DETAILS

STATUS Registered Charity & Company Limited by Guarantee

TRUSTEES Dr Ikram Ullah
Perv Akhtar
Asmal Sohail
Murati YiLi

Registered Company Number 07954771 (ENGLAND AND WALES)

Registered Charity Number 1167184

REGISTERED OFFICE: 18, Coulson Close
Dagenham
Essex
RM8 1TY

ACCOUNTANTS: Community Accountancy Services
246-250 Romford Road
Stratford
London
E7 9HZ

BANKERS: LLOYDS BANK PLC
DAGENHAM EAST BRANCH
DAGENHAM Essex
RM8 2LB

SADDA HAQ FOUNDATION

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 28th FEBRUARY 2019.

REPORT OF THE TRUSTEES

The Trustees present their report and the financial statement of the Charitable Company for the year ended 28 February 2019. The Directors have adopted the provisions of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005.

CONSTITUTION

The charity was incorporated as a company limited by guarantee on 17 February 2012.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Documents

Memorandum and Articles Incorporated 17 February 2012 as amended by Special Resolutions registered at Companies House on 22 March 2016 and Sadda Haq Foundation is therefore governed by its Memorandum and Article of Association.

The trustees are responsible for arranging and organising Annual General Meetings - The Trustees who held office during the financial year and at the date of this report are set out on page 4. The Trustees are appointed in accordance with the rules set out in the Memorandum and Article of Association Constitution as a charity's governing document.

Induction and Training

Any new trustees would undergo orientation to brief them on their legal obligation under charity and company law, the content of the Constitution, the decision making processes, the objectives, strategies and recent financial performance of Sadda Haq Foundation.

Organisation

The Board of Trustees is responsible for the overall strategy and direction of the charity and meet at least twice a year. The Trustees give their time on a voluntary and unpaid basis and they ensure that the Sadda Haq Foundation achieves its goals.

Risk Management

The Trustees have examined the principal areas of Sadda Haq Foundation operations and have considered the major risks that could arise in these areas. In the opinion of the Trustees, Sadda Haq Foundation has appropriate procedures in place, which provide reasonable assurance that the risks identified by them are mitigated to an acceptable level. Major risks, for this purpose, are those that may have a significant effect on:

- Quality and suitability of project activity programmes;
- Achievement of the activity programme's aims and objectives;
- Availability of competent volunteers to manage the activity programmes;
- Availability of funding for the project activity programmes.

SADDA HAQ FOUNDATION

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE YEAR ENDED 28th FEBRUARY 2019.

Interest of Board of Trustees

No member of the Trustees had, at any time during the period under consideration, any interests in the charity which require disclosure in this report.

OBJECTIVE, AIMS AND PRINCIPAL ACTIVITIES

THE CHARITY'S OBJECTS ("OBJECTS") ARE FOR THE PUBLIC BENEFIT OF THOSE WHO ARE SOCIALLY AND ECONOMICALLY DISADVANTAGED, LIVING IN LONDON:-

1. TO ADVANCE EDUCATION AND TRAINING SO AS TO DEVELOP SKILLS, COMPETENCIES AND CAPABILITIES FOR THEM TO REALIZE EXISTING SKILLS AND DEVELOPING POTENTIALS TO ENABLE THEM IDENTIFY AND MEET THEIR NEEDS AND TO PARTICIPATE ACTIVELY IN SOCIETY; AND

2. TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE INFIRMITY OR DISABILITY, FINANCIAL HARDSHIP OR SOCIAL CIRCUMSTANCES WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE.

PRINCIPAL ACTIVITIES

The principal activities of the Charity in the period under review were those of providing education, training and leisure activities and personal development in London in the capacity of a non profit making Company. The charity also carries on business as SHF services.

Delivering Public Benefit

The charity carries out various activities in pursuance of its charitable aims. The Trustees consider the following activities summarised below provide benefit to the local people living in London.

For the year ended 28 February 2019, Sadda Haq Foundation has delivered project activities and services training and personal development activities for the benefits of more than 300 beneficiaries.

- 20 I-Mentoring Social Action Programme
- 15 Cycling for Confidence & Fun and adapted bike events,
- 12 Enabling Outdoor activities
- 10 Summer fun events, Reading challenge
- 12 Sport Club events, Squash, Cricket, football, basketball
- 18 fitness awareness sessions
- 21 Stepping Up programme and start-ups workshops
- 10 The 'Do your own thing' programme
- 10 Social events, Hindu Asian song, drama and dance, storytelling, street and Arts and Craft,
- 05 An Evening Tea party, Games, Network, Quiz Night for Migrants' Families

SADDA HAQ FOUNDATION

REPORT OF THE TRUSTEES (CONTINUED)

FOR THE YEAR ENDED 28th FEBRUARY 2019.

ACHIEVEMENT AND PERFORMANCE

A summary of the result of the Sadda Haq Foundation during the period are given in the Statement of Financial Activities on page 12. The income resources are from donations, fundraising, fees, grants and SHF care service amount to £56,765 were received during the year. Total resources expended in the year include a total costs of £56,695 - made up of direct charitable costs of £55,075 and indirect cost of £1,620. The governance costs were mainly made up of accountancy fees and professional expenses. The governance costs are approved by the Trustees.

FUTURE PLANS

We will continue carry on running charitable activities as mentioned above subject to funding arrangement, fundraising, fees and donations received. The charity is planning to apply for more funding grants, go into work partnership with others organisations.

RESERVE POLICY

The charity is reliant on its voluntary income donation, grants and the trustees are currently operating a no or minimal reserves policy.

INVESTMENT POLICY

The Trustees have the power to invest in such assets as they see fit. The charity's investment policy is appropriate to the nature of the funds for which the investment is held. The primary investment aim is to provide a high degree of security and liquidity and to maximise returns whilst adopting a conservative approach.

VOLUNTEERS

Volunteers are central to the ethos and operations of Sadda Haq Foundation. They donate their time, expertise, resource and equipment to implement programmes, raise funds and to provide other services. The Sadda Haq Foundation is very grateful for this generosity. The financial value of this generosity has neither been calculated nor included in the financial statements because it is difficult to quantify these in monetary terms.

SADDA HAQ FOUNDATION

REPORT OF THE TRUSTEES (CONTINUED) FOR THE YEAR ENDED 28th FEBRUARY 2019.

STATEMENT OF DIRECTORS RESPONSIBILITIES

The Directors are responsible for preparing the Director's Annual Report and financial statements in accordance with applicable laws and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Directors to prepare financial statements for each financial year which gives a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing those financial statements, the Directors are required to:

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

The Directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the companies Act 2006. They are also responsible for safeguarding the asset of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE BOARD:

Director: Ikram Ullah

Date: 30 September 2019

AN INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SADDA HAQ FOUNDATION

I report on the accounts of the company for the year ended 28 February 2019, which are set out on pages 9 – 14.

Respective responsibilities of Directors and Examiner.

The Directors are responsible for the preparation of the accounts. The 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 independence 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 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 the Directors 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 matter set out in the statement below.

Independents 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 and comply with the accounting requirements of Section 396 of Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2015 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.

Community Accountancy Services 246-250 Romford Road London E7 9HZ

Date: 30 September 2019

SADDA HAQ FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 28 FEBRUARY 2019

Income resources	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2019	Total Funds 2018
		£	£	£	£
Charitable Activities	7	-	30,225	30,225	53,685
SHF Services		-	24,840	24,840	22,602
Other income		1,700	-	1,700	2,946
Total Income Resources		<u>1,700</u>	<u>55,065</u>	<u>56,765</u>	<u>79,233</u>
Resource Expended					
Charitable Expenditure	8	-	55,075	55,075	76,473
Other Expenditure		<u>1,620</u>	<u>-</u>	<u>1,620</u>	<u>2,713</u>
Total Resources Expended		<u>1,620</u>	<u>55,075</u>	<u>56,695</u>	<u>79,186</u>
Net Resources		<u>80</u>	<u>(10)</u>	<u>70</u>	<u>47</u>
Net Movement in Funds					
(Transfer between Funds)		80	(10)	70	47
Total Funds b/f at 1 March 2018		10	3,212	3,222	3,319
Total Funds at 28 February 2019 C/Forward		<u>90</u>	<u>3,202</u>	<u>3,292</u>	<u>3,366</u>

SADDA HAQ FOUNDATION

BALANCE SHEET AT 28 FEBRUARY 2019

Fixed Assets	Notes	2019	2018
		£	£
Tangible Assets	9	2,312	2,248
Current Assets			
Cash at Hand/Bank		1,071	1,115
Debtors		<u>377</u>	<u>228</u>
		1,448	1,343
Current Liability			
Creditors			
Amount falling due within one year		<u>(468)</u>	<u>(225)</u>
Net Current Assets		<u>980</u>	<u>1,118</u>
Total Assets	6	<u>3,292</u>	<u>3,366</u>
Funds			
Unrestricted Funds		70	47
Restricted Funds		<u>3,222</u>	<u>3,319</u>
		<u>3,292</u>	<u>3,366</u>

For the financial period ended 28 February 2019 the company was entitled to exemption from audit under Section 477 of the companies Act 2006 relating to small companies.

Directors responsibilities:

- (a) The members have not required the company to obtain an audit of its financial statements for the period in question in accordance with section 476;
- (b) The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to the accounting records and the preparation of financial statements.

Approved by the Board for issue on 30 September 2019

Director: Ikram Ulla

SADDA HAQ FOUNDATION

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 28 FEBRUARY 2019

1. Basis of Accounting

The financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets, the Company Act 2006 and the requirements of the Statement of Recommended Practice, 'Accounting and Reporting by Charities' issued in March 2005.

Accounting Policies

2. Income Resources

The income of the Charity in form grants and donations are accounted for when the charity is entitled for its charitable objects.

The grants, donations and other income are accounted for on a receivable basis. Gift in kind are valued, where the amounts are material, readily quantified and measurable, at their open market value or estimated value based on the market price that the charity would otherwise have paid in the period in which they are receivable as incoming resources.

An equivalent amount is included in the appropriate fixed asset category and where applicable are depreciated over the useful economic life in accordance with the Charity's policies.

3. Resources Expended

Expenditure is recognised on accruals basis.

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

-Governance costs include those costs associated with meeting the constitutional, statutory requirements and strategic management of the charity.

4. Costs Allocation

Costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Cost other than support costs relating to a particular activity are allocated directly. Where costs are attributed to more than one activity, they have been apportioned across the cost categories on the basis of consistent with the use of those resources.

SADDA HAQ FOUNDATION

NOTES TO THE FINANCIAL STATEMENT FOR THE YEAR ENDED 28 FEBRUARY 2019

5. Fund Accounting:

The following fund is held by the charity

- Unrestricted funds:

There are grants, donations and other income generated for the objects of the charity without further specified purpose and are available ad general funds

-Restricted Funds

Restricted funds are to be used for the purposes specified by donor. Expenditure which meets this criterion is identified to the fund.

6. Charity Income

Year Ended Period Ended
28 February 2019 2018

	Unrestricted Funds	Restricted Funds	Total	Total
	£	£	£	£
• Gift and Donations	-	28,175	28,175	47,675
• Fundraising event	-	2,050	2,050	4,010
• SHF Services	-	24,840	24,840	22,602
• Grants (WoodwardTrust & LCN)	-	-	-	2,000
• Other income, fees and Seminars	<u>1,700</u>	<u>-</u>	<u>1,700</u>	<u>2,946</u>
	<u>1,700</u>	<u>55,065</u>	<u>56,765</u>	<u>79,233</u>

7. Charitable Expenditure

Year Ended Period Ended
28 February 2019 2018

	Unrestricted Funds	Restricted Funds	Total	Total
	£	£	£	£
• Staff Costs	-	27,102	27,102	34,297
• Rents/Rate/Hall Hire	-	9,050	9,050	13,651
• Publicity/Advertising	-	824	824	1,135
• Volunteer Training	-	2,155	2,155	3,586
• Events	-	2,303	2,303	5,284
• Management /Administration	-	5,384	5,384	4,910
• Sessional Trainer Charges	-	3,559	3,559	8,100
• Refreshment	-	1,214	1,214	2,239
• Volunteer Travels	-	1,335	1,335	1,218

• Materials/Equipments	-	1,321	1,321	1,048
• Insurance	-	828	828	1,005
• Sundries	220	-	220	913
• Governance Costs	<u>1,400</u>	<u>-</u>	<u>1,400</u>	<u>1,800</u>
Total Resource Expended	<u>1,620</u>	<u>55,075</u>	<u>56,695</u>	<u>79,186</u>

8. Governance Costs

• Auditor Independent fee	250	250
• Legal and professional	-	150
• Accountancy Fees	1,150	1,400
• Bank charges	<u>-</u>	<u>-</u>
Total	<u>1,400</u>	<u>1,800</u>

9. Depreciation

Tangible fixed assets held by the Charity are stated at cost less depreciation. Provision for depreciation is at the rate of 20% per annum on reducing balance method.

Office equipment 20 %

Tangible Fixed Assets	£
Cost at 1st March 2018	2, 248
Addition during the year	642
	<hr/>
Total	<u>2, 890</u>
Depreciation Charge for period to 28th February 2019	578
	<hr/>
Net Book Value at 2019	<u>2, 312</u>
Net Book Value at 2018	2, 248

10. Debtors amount falling due within one year

Are grants due to the charity from its clients part funded projects

11. Creditors amount

Amount falling due within one year are money owned to suppliers of services relating to the charity's projects.

12. Contingent liabilities

There are no contingent liabilities (2019 nil)

13. Intangible Income

Intangible income are in form of in kind funding, gifts, seconded staff and volunteered by local agencies to the charity in support its projects within the meaning of section 99 of SORP 2000.

14. Total recognised gains and loss

The charity has no recognised gains and losses other than the surplus for the financial year

15. Continuing Operations

None of the charity activities were acquired or disposed off during the year.

16. Taxation

The company is a registered charity and is not liable to corporation tax on its charitable activities.

17. Emoluments to the Trustees No emoluments were paid to the Trustees. The Trustees however, are reimbursed for expenses incurred by them in the course of their duties.