

# Bristol City of Sanctuary

Assisi Centre, Lawford's Gate, Bristol BS5 0RE

## Trustees' Annual Report for the period from 1 April 2019 to 31 March 2020

*Charity name: Bristol City of Sanctuary*

*Charity registration number: 1177122*

### Objectives and Activities

For the public benefit:

- (1) The promotion of social inclusion for the public benefit among people who are refugees and asylum seekers, socially excluded on the grounds of their social and economic position, by promoting and/or co-ordinating services and facilities to assist them to adapt within a new community.
- (2) The relief of financial hardship among asylum seekers and refugees living or working in Bristol and surrounding areas by acting as an umbrella and resource for local refugee support services.
- (3) The advancement of the education of the public in general about the issues relating to refugees and those seeking asylum and human rights.
- (4) The promotion of equality and diversity for the public benefit by promoting activities to foster understanding and good relations between the general public and people seeking sanctuary.

### Public Benefit

In fulfilling the above objectives the Trustees at all times have regard to the Charity Commission's guidance on Public Benefit.

### Chairs' report

Our vision is to build a culture of welcome, inclusion and support for everyone in Bristol, especially people seeking sanctuary.

#### 1. Campaigns and Advocacy

Bristol City of Sanctuary has increased our use of social media to inspire existing and new supporters to take practical welcome initiatives across the city. Working with our Refugee supporting organisations means we have ensured the voices of people seeking sanctuary inform what we do. We have created opportunities for those with lived experience to be heard, for example in school assemblies and public meetings.

We have teamed up First Bus to provide £600 worth of bus tickets on a match

funded basis every month to destitute asylum seekers and refugees, and to women who are especially vulnerable. We hear people seeking sanctuary and service providers talking positively about the benefits of being able to travel to access health care, legal advice or social contact with others.

BCoS has also promoted the Lift the Ban campaign, to remove the ban on working for people waiting in the asylum system, sometimes for many years. We engaged communities and local leaders, including the Mayor of Bristol, who wrote to the Home Secretary and went on to engage other leaders in the Core Cities. A member of our Trustees with lived experience spearheaded this campaign locally.

## **2. Awareness raising and promoting a culture of welcome and safety in Bristol towards people seeking sanctuary**

For the 2<sup>nd</sup> year running, together with Bristol Rovers Community Trust, Bristol Refugee Festival and United Communities, we have organised Our City Community Football Tournament to celebrate Refugee Week 2019 at Lockleaze Sports Centre with twelve teams including 3 women's teams. This is part of our Sanctuary in Sport initiative, using the natural power of football to connect communities. For the year under review, we spoke at eight events across Bristol, at Unite the Union, UoB, UWE, schools & colleges, faith, and community events.

## **3. Climate change and Migration Our Climate and Our Community**

Working with our supporters, Bristol Green Capital Partnership, Bristol Refugee Rights, Bristol City Council, Members from Bristol Hospitality Network and with support from the Mayor of Bristol, we organised a conference on Climate induced migration on Human Rights Day 10th December. Over 150 people gathered in City Hall to discuss climate change, both its impact on our city and on migration. The conference brought together people of different backgrounds and ages to hear from speakers with expert knowledge on the subject, coming from both research and lived experience. We produced a video and a report about the highlights of the conference.

## **4. BCoS Website and Social Media**

Our Office Administrator, Anna, has helped us to increase our visibility and outreach. Our website is the immediate public face of our organisation. We refreshed our website and we ensure it is kept updated. We maintained our active social media presence through Twitter and Facebook. To keep our supporters abreast of our activities we published a monthly E-Newsletter. Flyers for the Transport Fund and our organisational flyer are continuously being redesigned to maintain currency and creativity.

## **5. Schools and Colleges of Sanctuary**

A major event was our Ambassadors of Sanctuary for Schools and Colleges Training, also in December 2019. It was refreshing to see 60 young people coming to City Hall on Wednesday 11th December to spend time learning and thinking about refugee and asylum issues. They came forward for training to become 'Sanctuary Ambassadors'. This is a new role within the Schools of Sanctuary to help spread the message of welcome and inclusion in schools and colleges.

Students from St Mary Redcliffe and Temple, Fairfield, City of Bristol and St Brendan's Colleges, and CLF and North Bristol Post 16 Centres, spent the day hearing from people with personal experience of the asylum system and the hostile environment from Bristol Refugee Rights' Voice Project. They heard from Sanctuary Scholars at the University of Bristol talking about how difficult it is for asylum seekers and refugees to access Higher education, and how the Sanctuary Scholarship scheme has helped them. They heard from a volunteer with the Bristol Signing Support Group, whose volunteers accompany asylum seekers to attend the Immigration reporting centre in Patchway, in a Police station about six miles from the city centre.

The event was organised by Bristol City of Sanctuary's Schools of Sanctuary group, in partnership with Bristol City Council's Youth Team. The ambassadors can raise awareness of sanctuary issues in their schools or colleges and help to make them safe and inclusive for everyone. In 2019 we delivered talks in six new schools and one College.

## **6. Universities and Educational Institutions**

We are extremely delighted to report that University of Bristol was recognised as a University of Sanctuary during this year, to celebrate the efforts of its students and staff in welcoming people seeking sanctuary into the university community. Bristol University became the 12<sup>th</sup> university in the UK to be given the University of Sanctuary award.

The University's pioneering Sanctuary Scholarships scheme, established in 2016, has provided 34 scholarships to asylum seekers and refugees, helping towards the cost of full or part-time undergraduate and postgraduate degrees. It continues to run the scheme. Bristol Student Action for Refugees Group (STAR) actively campaigns for the rights of refugees, raising awareness and supporting refugees and asylum seekers of all ages in the local community through volunteering. University of West England also launched their Sanctuary Scholarship and the university is working towards its recognition as a University of Sanctuary.

## **7. Engaging the Faith Community**

Faith communities continue to be key supporters. Several of the welcome initiatives across the city are carried by faith community volunteers, including contributing towards our Transport Fund, organising events, arranging for refugee speakers to raise awareness within communities, and setting up community sponsorship schemes for Syrian families to settle in Bristol. Faith communities, including mosques, temples, churches and chapels of many denominations, run food banks, raise money for the Transport Fund or host drop-in centres.

## **8. Pandemic**

Our Office Administrator, Anna Wardell took a lead on our Smartphone Call-out during the first lockdown and our COVID-19 appeal for the refugee sector, collaborating with Bristol Refugee Rights and other organisations in the sector.

## Structure, Governance and Management

BCoS is a Charitable Incorporated Organisation with voting members other than trustees. The governing document of BCoS is its constitution last updated on 7<sup>th</sup> July 2019. It does not have any trusts.

Our Trustee Recruitment Policy was adopted in July 2018. Adverts encouraging people considering becoming a trustee are circulated; people who express an interest are invited to two board meetings; potential trustees present a short statement about themselves to the AGM and potentially answer questions; the AGM elects trustees. If there are not enough trustees from a refugee or asylum seeker background, the trustees can appoint a suitable person, who may serve until the next AGM. We are particularly concerned to recruit trustees with lived experience of being refugees. We are developing a process for trustee induction and training

The charity employs a part-time manager and a part-time administrator for the day to day operations. It is part of the national City of Sanctuary network. There are no structural legal or financial connections with the national organisation, but they provide our Internet sub-domain, email and website. Also, one member of staff in this financial year was also employed part time by the national organisation, and as a consequence they made a contribution towards our office rent.

There are no persons or bodies entitled to appoint any trustees. There were no corporate trustees. There were no trustees holding title to property belonging to the charity. There were no funds held as custodian trustees on behalf of others

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Caroline Beatty	Co-Chair	
2	Clare Campion-Smith		
3	Eleanor Combley		
4	Elizabeth Wilson		
5	Helen Kidan		
6	Katie Bales		
7	Nathalie Jaifar		
8	Paul Hazelden	Treasurer	
9	Richard McKay	Co-Chair	
10	Souvik Saha		
11	Susana Askew		

## Financial Review

Review of the charity's financial position at the end of the period	<p>The charity had income of £21,706. The majority of the income came from donations to the Transport Fund (£7,844), loan repayment (£6,250) and two grants (£2,250 from Bristol City Council Impact Fund and £2,500 from Quartet for the Ambassadors of Sanctuary in Schools program). For the first time, we gained income from membership fees (£585).</p> <p>Total expenditure was £20,979. The largest expense was staffing (£9,228), followed by loan payments (£3,900), the Transport Fund (£3,350) and general administrative costs (£2,730).</p> <p>This resulted in the unrestricted funds going into deficit for a short time, a situation which was rectified early in the next financial year.</p>
Statement explaining the policy for holding reserves stating why they are held	<p>The trustees have not yet discussed a policy for holding reserves. This is partly because we are a new charity and still in the process of putting all the required policies and procedures in place, and partly a pragmatic recognition that the combination of the extremely low interest rates and our bank balance means that establishing an interest-paying account to hold the reserves would not be worth the effort at present.</p>
Amount of reserves held	<b>None.</b>
Reasons for holding zero reserves	<b>No funds are currently identified as being reserves because we have not yet determined a policy for deciding on the reserves level.</b>
Details of fund materially in deficit	<b>The Transport Fund loaned the general funds for a short time before another grant was received. This did not cause any problems because the Transport Fund was significantly in credit, and was not paying out because of the pandemic restricting travel.</b>
Explanation of any uncertainties about the charity continuing as a going concern	<b>There are no uncertainties about the charity continuing as a going concern, as long as funds become available</b>

### Additional information (optional)

The charity's principal sources of funds (including any fundraising)	<b>When established as a charity, a large grant of 30,000 was received from R H Southern Trust. There have also been smaller grants from Bristol City Council and Quartet. We fundraise separately on an ongoing basis for the Transport Fund</b>
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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	Caroline Beatty	
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Position (eg Secretary, Chair, etc)	Chair	
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Date	14.02.2021
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# Bristol City Of Sanctuary 2019-20 Accounts



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Bristol City of Sanctuary	1177122
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## Receipts and payments accounts

**CC16a**

For the period from	Period start date 01/04/19	To	Period end date 31/03/20
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Earned	720	-	-	720	1,680
Membership Fees	585	-	-	585	-
Grants	4,750	-	-	4,750	52,736
Unrestricted Gifts	1,136	-	-	1,136	4,923
Transport Fund	-	7,844	-	7,844	6,134
Other Restricted	-	421	-	421	-
Honouring Kamil	-	-	-	-	700
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>7,191</b>	<b>8,265</b>	<b>-</b>	<b>15,456</b>	<b>66,173</b>
<b>A2 Asset and investment sales, (see table).</b>					
Loan Repayment	6,250	-	-	6,250	-
	-	-	-	-	-
<b>Sub total</b>	<b>6,250</b>	<b>-</b>	<b>-</b>	<b>6,250</b>	<b>-</b>
<b>Total receipts</b>	<b>13,441</b>	<b>8,265</b>	<b>-</b>	<b>21,706</b>	<b>66,173</b>
<b>A3 Payments</b>					
Transport Fund	-	3,350	-	3,350	4,200
Other events	504	421	-	925	884
Workers	9,228	-	-	9,228	31,763
Administration	2,730	-	-	2,730	4,554
Governance	847	-	-	847	-
Other	-	-	-	-	1,158
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>13,308</b>	<b>3,771</b>	<b>-</b>	<b>17,079</b>	<b>42,559</b>
<b>A4 Asset and investment purchases, (see table)</b>					
Loan	3,900	-	-	3,900	-
	-	-	-	-	-
<b>Sub total</b>	<b>3,900</b>	<b>-</b>	<b>-</b>	<b>3,900</b>	<b>-</b>
<b>Total payments</b>	<b>17,208</b>	<b>3,771</b>	<b>-</b>	<b>20,979</b>	<b>42,559</b>
<b>Net of receipts/(payments)</b>	<b>- 3,767</b>	<b>4,494</b>	<b>-</b>	<b>727</b>	<b>23,615</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>- 964</b>	<b>1,934</b>	<b>-</b>	<b>971</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>- 4,731</b>	<b>6,429</b>	<b>-</b>	<b>1,698</b>	<b>23,615</b>

### Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>		- 4,731	6,429	-
		-	-	-

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	-	-	-
<b>Total cash funds</b>	<b>- 4,731</b>	<b>6,429</b>	<b>-</b>
(agree balances with receipts and payments account(s))	OK	OK	OK

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>			
Details			
Loan	£20,400		
	-	-	-
	-	-	-
	-	-	-
	-	-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>			
Details			
		-	-
		-	-
		-	-
		-	-

	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>			
Details			
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>			
Details			
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

	Signature	Print Name	Date of approval
		Caroline Beatty	14/02/21
		Paul Hazelden	14/02/21

There was no remuneration or expenses paid to any trustee or related party





**Independent examiner's report on the  
accounts**

**Report to the trustees/  
members of**

Bristol City of Sanctuary CIO

**On accounts for the year  
ended**

**31 March 2020**

**Charity no  
(if any)**

**1177122**

**Set out on pages**

(remember to include the page numbers of additional sheets)

**Responsibilities and  
basis of report**

I report to the trustees on my examination of the accounts of the above CIO for the year ended **31 March 2020**.

As the charity's trustees of the CIO, 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 CIO'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 -  
matter of concern  
identified**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:  
the accounting records were not kept in accordance with section 130 of the Charities Act; or  
the accounts did not accord with the accounting records; or

In carrying out my examination, I had cause to review the accounts for 18-19, and in doing so, identified a number of matters of concern. As such, these accounts have now been restated and resubmitted.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

**14<sup>th</sup> February 2020**

**Name:**

**Ruth Nott**

**Relevant professional  
qualification(s) or body  
(if any):**

<b>Address:</b>	<b>2 Filwood Broadway</b>
	<b>Bristol</b>
	<b>BS4 1JN</b>

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

In carrying out my examination, I had cause to review the accounts for 18-19, and in doing so, identified a number of matters of concern. As such, these accounts have now been restated and resubmitted.