

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

Company Number 3446256

Registered Charity No. 1092258

DIRECTORS' AND TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024

ELLIOT, WOOLFE & ROSE AUDIT AND ADVISORY SERVICES LLP

Chartered Accountants

Statutory Auditor

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

Company Number 3446256

Charity Number 1092258

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

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URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

YEAR ENDED 31ST MARCH 2024

LEGAL AND ADMINISTRATIVE INFORMATION

Incorporation Number: 3446256

Registered Charity Number: 1092258

Trustees/Directors: M. Billing-Delapenha appointed 21st September 2024
M. Camacho resigned 21st September 2024
F. Chen resigned 21st September 2024
J. Daly
H. Hanlan resigned 21st September 2024
V. Leitao
G. Poku
K. Sanghani
C. Tragni resigned 21st September 2024

Key Management Personnel C. Curtis Chief Executive Officer (Appointed 3rd April 2023)
V. Leitao
E. O'Keefe
J. Boyce

Registered Office: Masbro Centre,
87, Masbro Road,
London W14 0LR

Auditors: Elliot Woolfe & Rose Audit and Advisory Services LLP,
Chartered Accountants
Devonshire House, 582 Honeypot Lane,
Stanmore, Middlesex HA7 1JS

Solicitors: Russell-Cooke Solicitors
2 Putney Hill
London SW15 6AB

Bankers: HSBC UK Bank Plc
21 Kings Mall, King Street,
London W6 0QF

Governing Document: Memorandum and Articles of Association
dated 8th October 1997

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

Company Number 3446256

Charity Number 1092258

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024

The Directors and trustees present the annual report and the financial statements for the year ended 31st March 2024.

LEGAL AND ADMINISTRATIVE DETAILS

Urban Partnership Group is incorporated under the Companies Act 2006 as a company Limited by Guarantee. The Company obtained charitable status with the Charity Commission on 29th May 2002 under registration number 1092258. Only members of the Company may be appointed Directors/Trustees. New Trustees go on an Induction Course when first appointed.

The following Directors who are regarded as trustees of Urban Partnership Group held office during the year 31st March 2024.

M. Camacho
F. Chen
J. Daly
H. Hanlan
V. Leitao
G. Poku
K. Sanghani
C. Tragni

TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with the applicable law and regulations

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Have due regard to guidance published by the Charity Commissioners on public benefit;
- Prepare the financial statements on the going concerns basis unless it is inappropriate to presume that the company will continue in business.

Urban Partnership Group

(A Company limited by Guarantee)

Company Number 3446256

Charity Number 1092258

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 **(continued)**

The trustees are responsible for keeping proper accounting records that disclose with the reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with normally accepted accounting conventions. They are also responsibly taking steps for the prevention and detection of fraud and other irregularities. They delegate day-to-day running of the Charity to the C.E.O. and oversee remuneration of all employees.

The trustees are responsible for the maintenance and integrity of the corporate financial information included on the company's website. None of our Trustees receive remuneration, expenses or other benefits from the Charity.

Statement as to disclosure to our auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditor is unaware, and
- the trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all steps that they are obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Mission Statement

UPG is a registered charity and company limited by guarantee. It is funded principally by London Borough of Hammersmith and Fulham with additional support from central government agencies, grant making trusts, foundations and local businesses. UPG is run by a board of directors that meet every two to three months to agree the strategic direction of the organisation.

The overall mission of the Urban Partnership Group is to build community involvement in the economic, social and environmental regeneration in the London Borough of Hammersmith & Fulham and surrounding areas.

Aims

- Enhance and promote the health, leisure, social welfare and community environment of people in the London Borough of Hammersmith and Fulham (LBHF) and surrounding areas.
- Reduce inequalities and remove discrimination and other cause of social exclusion in disadvantaged groups and communities in order to ensure that Hammersmith & Fulham is a place where everyone has the opportunity to live healthy and prosperously in tolerant, caring communities.
- Rebuild communities and improve opportunities for disadvantaged people to participate in work and other aspects of community life.
- Continually improve the delivery of services and implement innovative solutions to meet changing local needs and community aspirations.

Public Benefit

The Trustees confirm that they abide by the Charity Commission's general guidance on public benefit, complying with S4 of the Charities Act 2011 to have due regard to public benefit in pursuance of its' objectives and activities.

Review of Progress and Achievements

The Urban Partnership Group has a proven track record of providing a holistic programme of services. Based in Shepherd's Bush, Hammersmith and Fulham, we have four sites at which we run a range of targeted activities. We support the most vulnerable in our communities, particularly low-income families, children and young people, the elderly, people with disabilities and black & ethnic minority groups.

Urban Partnership Group

(A Company limited by Guarantee)

Company Number 3446256

Charity Number 1092258

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 **(continued)**

Review of Progress and Achievements (continued)

There was a seamless handover with the outgoing long-standing CEO to the new CEO in April 2023. Their vision is aligned, and the legacy of Andy Sharpe is one to be respected and revered. UPG delivers quality provision of family centred help and training, and provides a safe space in the community, with access to all.

UPG received two-year continuation funding from City Bridge to deliver English for speakers of other languages (ESOL) and functional skills within our Adult Education department. We have partnered with the Shaw Trust and Education Development Trust (EDT) to enrich the employment offer and opportunities.

We are working closely with London Borough Hammersmith and Fulham (LBHF) to acquire a one-year licence for our Masbro Brook Green nursery. Our current offer includes 15 hours of free childcare to some of our most vulnerable families. From January 2025, we will be expanding our days and hours to enable us to work with more families. Our numbers will go from 20 under 5's to 40. We will also develop a designated space for young people with Special Educational Needs (SEND). During this period, we will work with the LBHF to secure a permanent lease.

The Third Sector Investment Fund (3SIF) is one of UPGs biggest funders. We rely heavily on this funding across three sites (Masbro, Edward Woods and Brook Green) and two projects (Elders, and Parenting). UPG has commissioned a bid writer for these new applications as they are integral to the underpinning of our business. There is a level of complexity with these applications that could be considered quite challenging to the voluntary sector. We remain hopeful that our work in the community is both valued and required by the local authority.

UPG has recently created a comprehensive 3-year business plan to assist with approaching new sources of income and new partners. Following the change in management, the re-invigorated solid vision and course of direction needs to be documented and communicated to our funders, partners, and supporters.

These accounts show a small surplus of £10k of unrestricted funds, continuing the trend from last year after Covid, however, next year's budget will be challenging. We will continue to plan meticulously and manage expenditure. We have been critically examining the expenditure whilst ensuring the necessary repairs, fixtures, and maintenance is covered. The Cost of Living has also impacted the way we work and the costs incurred. A number of large diverse funding applications have been submitted.

We have been inundated with generous offers of non-monetary donations, corporate volunteers, and specialist gardening support which we have taken up fully. This has been beneficial to both staff and service users in how they feel, and how they access the spaces.

Looking forward, we need new customers and partnerships to increase our footfall and use of the centres. We need to return to our Pre Covid figures whilst understanding that the world has changed and adapted since then. We need to diversify our financial streams. We are confident and positive about our abilities to maintain the level of support and nurturing to our local community. We are inspired by new business and partnerships.

Urban Partnership Group

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DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2024 **(continued)**

Risk Management

Financial Risk

The Trustees have the overall responsibility for ensuring that UPG has an appropriate system of controls, financial and otherwise, across the entire organisation in order to provide reasonable assurance that:

- Proper records are maintained,
- Financial information is regularly available,
- Its assets are safeguarded against unauthorised use or disposition.

Regulatory Risk

UPG ensures that there are systems and controls in place to ensure that it complies with all relevant laws and regulations

Operational Risk

The Board of Trustees has concentrated on those areas where the charity is potentially at risk and includes continuation of funding to ensure solvency. Public liability, employee liability, and volunteers' personal risk when on site all have insurance cover. The security of all members of the communities we serve, and our staff are of paramount importance.

Through these procedures, the Trustees are satisfied that all major risks have been identified and procedures implemented so that key risks are adequately minimised.

UPG is a London Living Wage Employer.

Reserves Policy

The aim of UPG's Reserves Policy is to ensure that its ongoing and future activities are reasonably protected from unexpected financial risks. These could include:

- Unexpected changes in funding streams or costs,
- Changes in working capital requirements to meet cash-flow needs,
- Specific funds required to meet unexpected one-off items of expenditure.

The Board of Trustees review regularly the adequacy of reserves to ensure solvency and continuity of operations. It is always an aspiration to have at least six months or more operating costs readily available as reserves, whilst continuing to maintain and improve the facilities we provide.

As at 31st March 2024, Restricted and Designated Reserves amounted to £54,325 and £131,448 respectively, and Unrestricted Funds amounted to £201,575 see Page 11 and Notes 13 and 15). Restricted and Designated Funds will be spent only on the conditions under which they were provided.

C Curtis. Chief Executive Officer
18 December 2024

URBAN PARTNERSHIP GROUP

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Charity Number 1092258

INDEPENDENT AUDITOR'S REPORT **REPORT FOR THE YEAR ENDED 31ST MARCH 2024**

Opinion

We have audited the financial statements of Urban Partnership Group Limited (the 'charity') for the year ended 31 March 2024 which comprise the Statement of Financial Activities including Income and Expenditure, the Balance Sheet, the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) ISAs (UK) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements we have concluded that

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.
- based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on Urban Partnership Group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.
- Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

URBAN PARTNERSHIP GROUP

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INDEPENDENT AUDITOR'S REPORT (continued) **REPORT FOR THE YEAR ENDED 31ST MARCH 2024**

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If based on the work we have performed, we conclude there has been a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

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INDEPENDENT AUDITOR'S REPORT (continued) **FOR THE YEAR ENDED 31ST MARCH 2024**

Responsibilities of trustees

As explained more fully in the Trustees' Responsibilities Statement, the trustees, who are also directors of the charitable company for the purposes of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the accounts

We have been appointed as auditor under section 144 of the Charities Act 2011 and the Companies Act 2006, and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in of detecting irregularities.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, our procedures included the following:

- We enquired of management, which included obtaining and reviewing supporting documentation, concerning the group's policies and procedures relating to:
 - Identifying, evaluating, and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - The internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations.
- We inspected the minutes of meetings of those charged with governance.
- We obtained an understanding of the legal and regulatory framework that the group operates in, focusing on those laws and regulations that had a material effect on the financial statements or that had a fundamental effect on the operations of the group from our professional and sector experience.

URBAN PARTNERSHIP GROUP

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INDEPENDENT AUDITOR'S REPORT (continued) **FOR THE YEAR ENDED 31ST MARCH 2024**

- We communicated applicable laws and regulations throughout the audit team and remained alert to any indications of non-compliance throughout the audit.
- We reviewed the financial statement disclosures and tested these to supporting documentation to assess compliance with applicable laws and regulations.
- We performed analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- In addressing the risk of fraud through management override of controls, we tested the appropriateness of journal entries and other adjustments, assessed whether the judgements made in making accounting estimates are indicative of a potential bias and tested significant transactions that are unusual or those outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements of non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our Report

This report is made solely to the charitable company's members, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Senior statutory auditor exemption.

Elliot, Woolfe & Rose Audit and Advisory Services LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor under section 1212 of the Companies Act 2006.

S.N. Seifert B.A. F.C.A.
(Senior Statutory Auditor)

18th December 2024

For and on behalf of
Elliot, Woolfe & Rose Audit and Advisory Services LLP,
Chartered Accountants and Statutory Auditor.
Devonshire House, 582 Honeypot Lane,
Stanmore, Middlesex HA7 1JS

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

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Charity Number 1092258

STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31ST MARCH 2024

| | | <u>Unrestricted Funds</u> | | | <u>Restricted Funds</u> | | |
|---------------------------------|-------------|---------------------------|-----------------|-----------------|-------------------------|-------------------|-------------------|
| | Note | <u>Designated</u> | <u>General</u> | <u>Total</u> | <u>Total</u> | <u>Total 2024</u> | <u>Total 2023</u> |
| | | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> | <u>£</u> |
| INCOME FROM: | | | | | | | |
| Donations, Legacies & Grants | 2 | — | — | — | 154,791 | 154,791 | 259,560 |
| Charitable Activities | 2 | — | 427,505 | 427,505 | 831,183 | 1,258,688 | 1,494,210 |
| Investment Income | | — | 2,728 | 2,728 | — | 2,728 | 755 |
| | | <u>£—</u> | <u>£430,233</u> | <u>£430,233</u> | <u>£985,974</u> | <u>£1,416,207</u> | <u>£1,754,525</u> |
| EXPENDITURE ON: | | | | | | | |
| Raising Funds | 3 | — | 49,776 | 49,776 | — | 49,776 | 112,722 |
| Charitable Activities | 3 | — | 370,053 | 370,053 | 931,649 | 1,301,702 | 1,649,444 |
| | | <u>£—</u> | <u>£419,829</u> | <u>£419,829</u> | <u>£931,649</u> | <u>£1,351,478</u> | <u>£1,762,166</u> |
| NET INCOME / (DEFICIT) | | — | 10,404 | 10,404 | 54,325 | 64,729 | (7,641) |
| Utilisation of Designated Funds | | <u>(14,573)</u> | <u>14,573</u> | <u>—</u> | <u>—</u> | <u>—</u> | <u>—</u> |
| NET MOVEMENT IN FUNDS | | (14,573) | 24,977 | 10,404 | 54,325 | 64,729 | (7,641) |
| Total Funds Brought Forward | | 146,021 | 176,598 | 322,619 | — | 322,619 | 330,260 |
| TOTAL FUNDS CARRIED FORWARD | | <u>£131,448</u> | <u>£201,575</u> | <u>£333,023</u> | <u>£54,325</u> | <u>£387,348</u> | <u>£322,619</u> |

The Notes on pages 12 to 21 form part of the Financial Statements. There are no recognised gains or losses other than the surplus (2023 deficit) for the year.

URBAN PARTNERSHIP GROUP**(A Company limited by Guarantee)**

Company Number 3446256

Charity Number 1092258

BALANCE SHEET AS AT 31ST MARCH 2024

| | | | <u>2024</u> | | <u>2023</u> | |
|--|-------------|----------------|------------------------|----------------|------------------------|--|
| | Note | £ | £ | £ | £ | |
| <u>FIXED ASSETS</u> | | | | | | |
| Tangible Fixed Assets | 6 | | 224,887 | | 232,863 | |
| <u>CURRENT ASSETS</u> | | | | | | |
| Debtors | 7 | 68,206 | | 21,615 | | |
| Cash at Bank and In Hand | | <u>211,593</u> | | <u>325,614</u> | | |
| | | <u>279,799</u> | | <u>347,229</u> | | |
| <u>CURRENT LIABILITIES</u> | | | | | | |
| Creditors: amounts falling due within one year | 8 | <u>74,902</u> | | <u>213,137</u> | | |
| <u>NET CURRENT ASSETS</u> | | | 204,897 | | 134,092 | |
| Provision for Liabilities and Charges | | | — | | — | |
| NET ASSETS | | | <u><u>£429,784</u></u> | | <u><u>£366,955</u></u> | |
| <u>FUNDS EMPLOYED</u> | | | | | | |
| Capital Reserve | 6 | | 42,436 | | 44,336 | |
| Restricted Funds | 13 | | 54,325 | | — | |
| Designated Funds | 15 | 131,448 | | 146,021 | | |
| Unrestricted Funds | | <u>201,575</u> | | <u>176,598</u> | | |
| | | | <u>333,023</u> | | <u>327,317</u> | |
| | | | <u><u>£429,784</u></u> | | <u><u>£366,955</u></u> | |

The Notes on pages 12 to 21 form part of the Financial Statements.

These Financial Statements have been prepared in accordance with the Companies Act 2006 relating to Small Companies.

Approved by the Trustees/Directors on 18th December 2024 and signed on their behalf by:

.....
K. Sanghani
Chair of Trustees

URBAN PARTNERSHIP GROUP

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Charity Number 1092258

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

1. ACCOUNTING POLICIES

Accounting Policies

The Financial Statements of the Charity are prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" 2017, issued by the Charity Commission, the Companies Act 2006 and comply with the Company's Memorandum and Articles of Association, and are drawn up on the historical cost accounting basis. They are drawn up on a 'Going Concern' basis on the expectation that Funding Agreements from the London Borough of Hammersmith and Fulham which currently end on 31st March 2025, and are currently being resubmitted as requested by the Council, will be substantially renewed.

Fund Accounting

Grants and other Income are accounted for on a receivable basis.

Income Streams will be identified as either Restricted or Unrestricted and reported in the Financial Statements appropriately.

Restricted Funds are monies raised for and their use restricted to a specific purpose or Grants subjected to donor-imposed conditions.

Unrestricted Funds comprise those monies which may be used towards meeting the Charitable Objectives of the Charity at the discretion of the Trustees.

All Income, including Grants is credited to the Statement of Financial Activities on a receivable basis. Restricted Income relating to future periods is not recognised as Income but is carried forward in Creditors as Income or Grants in Advance.

Tangible Fixed Assets

Tangible fixed assets are included in the balance sheet at cost and include any incidental expenses relating to refurbishment works to the Opportunities Centre and the acquisition of other furniture and office equipment.

Depreciation

Following on from the major refurbishing and upgrading done during Lockdown, and in the light of guidance from the Audit Regulators, a fundamental review has been carried out on the Depreciation policies of the Charity, bearing in mind the special uses to which the buildings are put, their age and condition.

The Freeholds of the Masbro Centre and the Edward Woods Community Centre were transferred to the Charity in 2017, with Restricted Covenants preserving their use at the time, for the benefit of the London Borough of Hammersmith and Fulham. Due to these Restrictions, the value of these sites, though of significant value on the open market, had been brought into the Accounts at £1. each. Due to the age and usage of the buildings, it is difficult to assign any material value to them, as on the open market it is believed the most likely option would be for the sites to be cleared and redeveloped into housing. We have reconsidered these values and are still of the opinion that the appropriate value of these sites is £1. each.

Accordingly, no further Depreciation will be charged in the Financial Statements as regards buildings and refurbishment costs. Further extensive refurbishment is envisioned, which will be charged to the Statement of Financial Activities as incurred, or charged against Designated Funds, which have been set aside from the General Funds of the Charity for this purpose.

As regards Fixtures Fittings and Equipment, Depreciation has been charged based on the estimated useful life, on a Straight-Line basis for the year. The rates used vary between 3 to 7 years estimated life. Assets acquired specifically for short life projects are depreciated over the time span of the project.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024
(continued)

1. **ACCOUNTING POLICIES (continued)**

Leased Assets

Rentals applicable to operating Leases, where substantially all of the benefits and risks of ownership remain with the lessor are charged to the Statements of Financial Activities on a straight-line basis over the term of the lease.

Pension Costs

Staff who previously worked for the Council continue to subscribe to the Local Government pension scheme (a defined benefit pension scheme) operated by Hammersmith & Fulham Council. The employers' contributions to the scheme are funded by the Urban Partnership Group.

Pension Costs in the current year were £57,270 (2023 – £133,792).

For other staff, Urban Partnership Group is in process of complying with the statutory auto-enrolment requirements.

Taxation

UPG is a registered charity and not subject to Income or Corporation tax on its Income or Activities provided that resources are expended on the defined Charitable Activities.

These accounts comply with The Charities SORP FRS 102.

URBAN PARTNERSHIP GROUP

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

(continued)

2. INCOMING RESOURCES

| | <u>Unrestricted Funds</u> £ | <u>Restricted Funds</u> £ | <u>2024</u> £ | <u>2023</u> £ |
|---|------------------------------------|----------------------------------|-------------------|-------------------|
| <u>DONATIONS AND LEGACIES</u> | | | | |
| <u>General Grant provided by Local Government</u> | | | | |
| London Borough of Hammersmith and Fulham | — | — | — | £133,000 |
| | <u>£—</u> | <u>£ —</u> | <u>£ —</u> | <u>£133,000</u> |
| <u>CHARITIES AND TRUSTS</u> | | | | |
| Trust for London | — | 48,750 | 48,750 | 15,000 |
| Trusts and Businesses - Other | — | 56,041 | 56,041 | 56,560 |
| City Bridge Trust | — | 50,000 | 50,000 | 55,000 |
| | <u>£—</u> | <u>£154,791</u> | <u>£154,791</u> | <u>£126,560</u> |
| | <u>£—</u> | <u>£154,791</u> | <u>£154,791</u> | <u>£259,560</u> |
| <u>CHARITABLE ACTIVITIES</u> | | | | |
| <u>Service Contracts</u> | | | | |
| LBHF – Family Support Contract | — | 302,121 | 302,121 | 526,054 |
| LBHF TSIF–Masbro, Edward Woods & Brook Green | — | 238,408 | 238,408 | 233,974 |
| LBHF – Community Champions | — | — | — | 137,500 |
| LBHF TSIF Parenting & Elders | — | 127,710 | 127,710 | 83,000 |
| LBHF – Other Grants | — | 55,442 | 55,442 | 48,818 |
| BOF ESF and LCC Gold | — | — | — | 13,623 |
| LBHF Holiday Fund | | 107,502 | 107,502 | 31,201 |
| | <u>£—</u> | <u>£831,183</u> | <u>£831,183</u> | <u>£1,074,170</u> |
| Grants from LBHF in 2024 changed from 2023, so comparatives now reflect this. | | | | |
| <u>Activities and Fees</u> | | | | |
| Childcare Fees | 100,574 | — | 100,574 | 82,334 |
| Masbro, Edward Woods & Brook Green Income | 245,158 | — | 245,158 | 198,210 |
| Course and Entrance Fees | 72,181 | — | 72,181 | 51,761 |
| D.B.S. | 2,803 | — | 2,803 | 4,408 |
| White City Community Centre | — | — | — | 63,500 |
| Sundry and Other Income | 6,789 | — | 6,789 | 19,727 |
| | <u>£427,505</u> | <u>£—</u> | <u>£427,505</u> | <u>£420,040</u> |
| <u>Charitable Activities</u> | <u>£427,505</u> | <u>£831,183</u> | <u>£1,258,688</u> | <u>£1,494,210</u> |
| <u>TOTAL</u> | <u>£427,505</u> | <u>£985,974</u> | <u>£1,413,479</u> | <u>£1,753,770</u> |

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

Company Number 3446256

Charity Number 1092258

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

(continued)

3. ANALYSIS OF EXPENDITURE

| | <u>Total</u> <u>2024</u> £ | <u>Total</u> <u>2023</u> £ |
|--|----------------------------------|----------------------------------|
| (a) <u>Fundraising</u> - all Unrestricted Funds | | |
| Incurred in seeking grants | 32,231 | 89,260 |
| Advertising & Publicity | 4,545 | 11,462 |
| Premises Costs | 13,000 | 12,000 |
| | <u>£49,776</u> | <u>£112,722</u> |
| (b) <u>Charitable Activities</u> - (Restricted and Unrestricted) | | |
| Wages | 735,793 | 985,988 |
| Premises | 184,641 | 139,146 |
| Repairs and Maintenance | 59,844 | 19,667 |
| Post, Printing and Stationery | 17,139 | 20,316 |
| Project Activities and Other Costs | 269,719 | 435,363 |
| Tutors, Assessors & Registration Fees | 24,703 | 33,040 |
| Depreciation | 9,863 | 15,924 |
| | <u>£1,301,702</u> | <u>£1,649,444</u> |

Note:

- Costs are incurred only as deemed necessary for the proper performance of activities and projects. Where costs exceed Grants and other Restricted Funds received, they are met from Unrestricted Funds. It is, therefore, not feasible to differentiate that element of cost which is from Unrestricted Funds except in total.
- UPG uses a Departmental structure to record specific costs of each activity. General overheads and support costs are allocated on an area and cost basis for structure, and time spent basis for staff. Support costs may be regarded as Premises, Repairs and Maintenance, and Post, Printing and Stationery costs as noted above.

(c) **Designated Funds** - all Unrestricted Funds

Costs incurred during the year of £14,573 (2023 £6,408) regarding major repairs have been written off against this fund. (See Note 15).

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

(continued)

3. **ANALYSIS OF EXPENDITURE (continued)**

| | <u>Total</u> <u>2024</u> <u>£</u> | <u>Total</u> <u>2023</u> <u>£</u> |
|--------------------------|---|---|
| (d) <u>Staff</u> | | |
| Salaries | 623,984 | 869,423 |
| Social Securities' Costs | 86,770 | 72,033 |
| Pensions | 57,270 | 133,792 |
| | <u>£768,024</u> | <u>£1,075,248</u> |

The average number of employees, analysed by function, was:

| | | |
|-------------------------------|-----------|-----------|
| Management and Administration | 9 | 9 |
| Projects | 36 | 36 |
| | <u>37</u> | <u>45</u> |

Of these posts, part time staff were

| | |
|-----------|-----------|
| <u>25</u> | <u>27</u> |
|-----------|-----------|

No member of staff earned over £59,999.

In addition, there were some 92 Volunteers whose services were used during the year.

(e) **Fees for Audit of the Accounts**

| | | |
|------------|---------------|---------------|
| Audit fees | £9,000 | £7,000 |
| Other fees | <u>£6,000</u> | <u>£7,000</u> |

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

Company Number 3446256

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024
(continued)

4. DESCRIPTION OF PROJECTS (Restricted & Unrestricted Income and Costs)

| | <u>Masbro Centre</u> | <u>Masbro Centre Projects</u> | <u>Masbro Children's Centre & Nursery & Flora Gardens</u> | <u>Edward Woods, Brook Green Centres</u> | <u>Community Champions</u> | <u>TOTAL 2024</u> | <u>TOTAL 2023</u> |
|-------------------------------------|--------------------------|---------------------------------------|---|--|--------------------------------|-------------------|-------------------|
| | £ | £ | £ | £ | £ | £ | £ |
| <u>Significant Income</u> | | | | | | | |
| Service Contracts & Grants | 65,774 | 235,212 | 302,121 | 172,635 | 55,441 | 831,183 | 899,055 |
| Rent, Course and Entrance Fees | 135,853 | — | 100,573 | 184,290 | — | 420,716 | 236,965 |
| Trust and Business | 20,000 | 134,791 | — | — | — | 154,791 | 158,175 |
| Other Income | — | 3,583 | 770 | — | 2,436 | 6,789 | 200,817 |
| | <u>£221,627</u> | <u>£373,586</u> | <u>£403,464</u> | <u>£356,925</u> | <u>£57,877</u> | <u>£1,413,479</u> | <u>£1,495,012</u> |
| <u>Charitable Costs</u> | | | | | | | |
| Staff Costs | 72,283 | 182,773 | 295,265 | 123,173 | 62,599 | 735,793 | 1,086,229 |
| Costs covered by Core Grants | — | — | — | — | — | — | (270,500) |
| Other Costs | 218,044 | 154,821 | 51,251 | 129,375 | 12,118 | 565,909 | 687,679 |
| | <u>£290,327</u> | <u>£337,594</u> | <u>346,516</u> | <u>£252,548</u> | <u>£74,717</u> | <u>£1,301,702</u> | <u>£1,503,408</u> |
| Surplus/(Deficit) | (68,700) | 35,992 | 56,948 | 104,377 | (16,840) | 111,777 | (8,396) |
| Investment Income | <u>2,728</u> | <u>—</u> | <u>—</u> | <u>—</u> | <u>—</u> | <u>2,728</u> | <u>32</u> |
| <u>Project Outcome for the Year</u> | <u>£(65,972)</u> | <u>£35,992</u> | <u>£56,948</u> | <u>£104,377</u> | <u>£(16,840)</u> | <u>£114,505</u> | <u>£(7,641)</u> |

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

Company Number 3446256

Charity Number 1092258

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024
(continued)

MASBRO CENTRE PROJECTS

4(a) **DESCRIPTION OF PROJECTS (Restricted & Unrestricted Income and Costs)**

| <u>INCOME</u> | <u>Access to Education & Employment</u> | <u>Confident Parent, Happy Child</u> | <u>Masbro Older People</u> | <u>Masbro Youth Club</u> | <u>TOTAL 2024</u> | <u>TOTAL 2023</u> |
|--|---|--|--------------------------------|------------------------------|-----------------------|-----------------------|
| | £ | £ | £ | £ | £ | £ |
| <u>Significant Income</u> | | | | | | |
| Service Contracts & Grants | — | 82,560 | 45,150 | 107,502 | 235,212 | 267,715 |
| Trust and Business | 98,750 | — | 3,570 | 32,471 | 134,791 | 136,685 |
| Course and Entrance Fees & Other Income | — | — | 2,703 | 880 | 3,583 | 16,469 |
| | <u>£98,750</u> | <u>£82,560</u> | <u>£51,423</u> | <u>£140,853</u> | <u>£373,586</u> | <u>£420,869</u> |
| <u>Charitable Costs</u> | | | | | | |
| Staff Costs | 36,360 | 42,195 | 47,064 | 57,154 | 182,773 | 283,386 |
| Costs covered by Core Grants | — | — | — | — | — | (83,000) |
| Other Costs | 20,202 | 28,228 | 10,521 | 95,870 | 154,821 | 226,224 |
| | <u>£56,562</u> | <u>£70,423</u> | <u>£57,585</u> | <u>£153,024</u> | <u>£337,594</u> | <u>£426,610</u> |
| <u>Project Outcome for the Year</u> | <u>£42,188</u> | <u>£12,137</u> | <u>£(6,162)</u> | <u>£(12,171)</u> | <u>£35,992</u> | <u>£(5,741)</u> |

URBAN PARTNERSHIP GROUP

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024 **(continued)**

5. TRUSTEES' REMUNERATION AND DONATIONS

The Trustees received no Remuneration, Expenses or Benefits, with one exception (see Note 10). No indemnity insurance is paid for trustees. No Donations to UPG were made by the Trustees.

6. TANGIBLE FIXED ASSETS

| | Equipment, Fixtures & Fittings £ | Freehold & Leasehold Premises £ | Refurbishment Costs £ | Total £ |
|---|---|--|--------------------------------------|--------------------|
| Balance at 1 st April 2023 | 256,131 | 177,260 | 341,595 | 774,986 |
| Additions | 3,786 | — | — | 3,786 |
| Balance at 31 st March 2024 | <u>£259,917</u> | <u>£177,260</u> | <u>£341,595</u> | <u>£778,772</u> |
| Depreciation at 1 st April 2023 | 247,252 | 4,706 | 257,622 | 509,580 |
| Impairment of Assets brought and carried forward | — | 32,543 | — | 32,543 |
| Depreciation Charge for year | 8,939 | 2,823 | — | 11,762 |
| Depreciation at 31 st March 2024 | <u>£256,191</u> | <u>£40,072</u> | <u>£257,622</u> | <u>£553,885</u> |
| Net Book Value at 1 st April 2023 | <u>£3,726</u> | <u>£137,188</u> | <u>£83,973</u> | <u>£224,887</u> |
| Net Book Value at 31 st March 2024 | <u>£8,879</u> | <u>£140,011</u> | <u>£83,973</u> | <u>£232,863</u> |

Two Freehold properties, Masbro Centre and Edward Woods Community Centre, were transferred to the Company on October 4th, 2017 at no cost from the London Borough of Hammersmith and Fulham. They were transferred with Restrictive Covenants, so as to preserve their current use for the Borough. Consequently, their open market value is taken as £1 each, and a Capital Reserve has been created to show the transfer, at a value of £2.

As the value of Freeholds transferred has been taken as £1, the professional costs brought forward associated with the transfer have been written off as Impairments.

Following a major refurbishment during lockdown, a review of the value of the sites has been carried out, and no Depreciation is being charged on Refurbishment costs, as noted in Note 1 Depreciation on page 12.

CAPITAL RESERVE

| | 2024 | 2023 |
|---|----------------|----------------|
| Reserve re Freeholds brought forward | 2 | 2 |
| Appeal Funds for Solar Panels brought forward | 44,334 | 46,234 |
| | <u>44,336</u> | <u>46,236</u> |
| Depreciation of Solar Panels | (1,900) | (1,900) |
| Reserve Carried forward | <u>£42,436</u> | <u>£44,336</u> |

An Appeal to fund the purchase of Solar Panels raised £47,500 out of a total cost of £70,590. The Depreciation over 25 years has been apportioned against the funds raised.

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

(continued)

| | <u>2024</u> <u>£</u> | <u>2023</u> <u>£</u> |
|--|-------------------------|-------------------------|
| 7. <u>DEBTORS</u> | | |
| Other Debtors & Prepayments | 68,206 | 21,615 |
| | <u>£68,206</u> | <u>£21,615</u> |
| 8. <u>CREDITORS</u> due within one year | | |
| Hammersmith & Fulham Council | 2,117 | 14,499 |
| Other Creditors | 36,664 | 46,549 |
| Grants, Rents & Fees in Advance | 19,960 | 128,872 |
| Taxation | 11,361 | 14,977 |
| Accrued Expenses | 4,800 | 8,240 |
| | <u>£74,902</u> | <u>£213,137</u> |
| 9. <u>CAPITAL EXPENDITURE</u> | | |
| The authorised capital and refurbishment commitments at 31 st March 2024 were £Nil (2023 – £ Nil). | | |
| 10. <u>CONTINGENT LIABILITIES</u> | | |
| There were no contingent liabilities at 31 st March 2024 (2023 – £ Nil). | | |
| 11. <u>RELATED PARTY TRANSACTIONS</u> | | |
| The Related Party transactions to be reported are the Contract of Employment for Ms Vallon Leitao, a Trustee who is on the Board as required by Ofsted, as the Children's Centre Manager at a Salary of £45,000, and Maya Adjei Van Dyke, the daughter of the CEO who helped at the Reception desk and was paid £316 for hours worked. | | |
| 12. <u>REMUNERATION OF KEY MANAGEMENT PERSONNEL</u> | | |
| Remuneration Costs Of 4 Key Personnel (see Page 1) | <u>£178,890</u> | <u>£148,253</u> |

URBAN PARTNERSHIP GROUP

(A Company limited by Guarantee)

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST MARCH 2024

(continued)

13. MOVEMENT ON RESTRICTED FUNDS

| | <u>Balance at</u> <u>1st April</u> <u>2023</u> <u>£</u> | <u>Income</u> <u>£</u> | <u>Expenditure</u> <u>£</u> | <u>Balance at</u> <u>31st March</u> <u>2024</u> <u>£</u> |
|---|---|-------------------------------|------------------------------------|--|
| LBHF — Family Support Contract | — | 302,161 | 302,161 | — |
| LBHF — Parenting & Elders | — | 127,710 | 115,573 | 12,137 |
| LBHF — TSIF — Masbro, Edward Woods & Brook Green | — | 238,408 | 238,408 | — |
| LBHF Youth Club | — | 107,502 | 107,502 | — |
| LBHF — Other Projects | — | 55,442 | 55,442 | — |
| Trust for London | — | 48,750 | 27,656 | 21,094 |
| City Bridge Trust | — | 50,000 | 28,906 | 21,094 |
| Other Trusts & Businesses | — | 56,001 | 56,001 | — |
| | <u>£—</u> | <u>£985,974</u> | <u>£931,649</u> | <u>£54,325</u> |

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | <u>UNRESTRICTED</u> <u>£</u> | <u>RESTRICTED</u> <u>£</u> | <u>TOTAL</u> <u>£</u> |
|-----------------------|---------------------------------|-------------------------------|--------------------------|
| Tangible Fixed Assets | 224,887 | — | 224,887 |
| Debtors | 68,206 | — | 68,206 |
| Cash at Bank/in Hand | 157,268 | 54,325 | 211,593 |
| Creditors | (74,902) | — | (74,902) |
| | <u>£375,459</u> | <u>£54,325</u> | <u>£429,784</u> |

15. DESIGNATED FUNDS

The Trustees have designated part of the Unrestricted Funds as a Repairs and Maintenance Fund, to maintain the premises and facilities that the Charity uses.

Costs incurred during the year of £14,573 regarding major repairs have been written off against this fund.

Total Funds Carried Forward are £131,448 as shown on page 10.