

Charity registration number 1101111

Company registration number 03647635 (England and Wales)

ACTION WEST LONDON

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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ACTION WEST LONDON

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

D Anderson
J Bryan
E Harris
A Skinner-Jozefson
M Snowden
A G Coyne

Charity number

1101111

Company number

03647635

Registered office

The Doughnut Factory
10 Warple Mews
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London
W3 0RF

Auditor

Clarke & Co
Acorn House
33 Churchfield Road
London
W3 6AY

Bankers

National Westminster Bank plc
1 The Mall
Ealing
London W5 2PL

Solicitors

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

ACTION WEST LONDON

CONTENTS

	Page
Chief Executive's Statement	1
Trustees report	2 - 8
Independent auditor's report	9 - 11
Statement of financial activities	12
Balance sheet	13 - 14
Statement of cash flows	15
Notes to the financial statements	16 - 26

ACTION WEST LONDON

CHIEF EXECUTIVE'S STATEMENT

FOR THE YEAR ENDED 31 MARCH 2023

As we present Action West London's (AWL) annual report and financial statements for the fiscal year ending 31 March 2023, it is my privilege to highlight the remarkable journey and achievements of our organization during a period marked by both significant challenges and immense rewards.

This year was particularly noteworthy as it marked the inaugural year of our new Chief Executive's leadership. The journey has been a testament to resilience and dedication, navigating through complex financial landscapes and focusing on impactful community work.

Our objectives have remained steadfast in addressing critical societal needs: alleviating unemployment, advancing education and training, combating poverty, and promoting urban regeneration in West London's diverse communities. Our focus has been particularly poignant in empowering disadvantaged groups, including BAME communities, NEETs, young offenders, care leavers, and individuals grappling with mental health challenges.

Key achievements this year include substantial progress in aiding unemployed and economically inactive individuals, particularly those from BAME backgrounds. We have also successfully advanced our educational and training initiatives, providing invaluable opportunities to those who need them most. Our efforts in promoting enterprise have been equally impactful, with our social enterprise initiatives and self-employment support programs making significant strides.

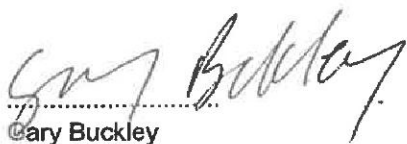
The financial review of the year acknowledges the complexities we have faced. Despite these challenges, our reserve policy has been carefully maintained, ensuring organizational sustainability. It is important to note that a significant portion of our reserves is tied to non-liquid assets, a testament to our long-term commitment to the community.

Our partnerships have been a cornerstone of our success. The support from various trusts, foundations, and public bodies has been instrumental in funding our impactful projects. This collaboration underscores the community's faith in our mission and their invaluable contribution to our work.

In confronting our risks, including income volatility, loss of EU funding, and the nuances of the 'payment by results' model, we have established robust mitigation strategies. A key concern has been the retention of experienced staff amidst fluctuating funding landscapes, and our governance and management structures have been pivotal in navigating these challenges.

As we move forward, it is important to recognize that the achievements of this year are not just a reflection of organizational resilience but also of the unwavering support and dedication of our team, partners, and community. The journey under the new Chief Executive has been both challenging and rewarding, setting a precedent for future endeavours.

In closing, this report is not just a presentation of our financial statements but a narrative of our journey, a story of overcoming adversity, and a testament to the power of community collaboration. We look forward to continuing our impactful work in West London, changing lives through employment, education, and enterprise.



Gary Buckley
Chief Executive

Date: 18/1/2024

ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

1. The objects of the Charity (the "Objects") are for the public benefit:

1.1 the relief of unemployment;

1.2 the advancement of education, training or retraining, particularly among unemployed people, and providing unemployed people with work experience and employment;

1.3 the relief and prevention of poverty;

1.4 to develop the capacity and skills of socially and economically disadvantaged members of the public in such a way that they are better able to identify and help meet their needs and participate more fully in society;

1.5 the promotion of urban regeneration in areas of social and economic deprivation by all or any of the following means:

(a) the provision of financial assistance, technical assistance or business advice or consultancy in order to provide training and employment opportunities for unemployed people in cases of financial or other charitable need through help

(i) in setting up their own business or social enterprise

(ii) to existing businesses or social enterprises;

(b) the provision of facilities for the public at large or those who by reason of their youth age infirmity or disablement, poverty or social and economic circumstances, have need of such facilities;

(c) the provision of public health facilities and childcare;

(d) promotion of public safety and prevention of crime, including by rehabilitation of young and adult offenders; and

(e) the creation of training and employment opportunities, including by the provision of workspace, building and/or and for use on favourable terms;

1.6 to further such other exclusively charitable purposes according to the law of England and Wales as the Trustees in their absolute discretion from time to time determine.

2. The principal activities of the Charity are focused in the 6 West London Boroughs of Ealing, Hounslow, Hammersmith and Fulham, Brent, Hillingdon and Harrow. The activities concentrate on promoting community and economic regeneration through assisting unemployed residents into Employment, improving functional skills, supporting disadvantaged individuals and communities including young people not in education, training or employment (NEETS), young offenders, care leavers, lone parents, black and ethnic minority individuals, refugees, ex offenders, older people, lone parents and individuals with mental health issues.

Action West London's aim is:

'Changing lives through Employment, Education and Enterprise'

Action West London works in partnership with statutory, voluntary, community and private sector agencies to promote community and economic regeneration in West London and provide Employment, Education and Enterprise opportunities for disadvantaged people to improve their lives.

Action West London's VALUES are:

Professionalism, Respect, Integrity, Diversity, Empowerment, (PRIDE)

The results of the year are set out on pages 12 to 27.

In the 12 months under review Action West London continued to make good progress in achieving its charitable objectives under 3 of its key themes, namely:

1. Assisting unemployed and economically inactive individuals, particularly those who are disadvantaged, and the majority from BAME communities to secure Employment.

2. Assisting individuals, particularly those who are disadvantaged, to gain Education, Training and Qualifications.

3. Helping promote Enterprise including running a social enterprise and helping individuals into self-employment.

ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2023**

The Charity aims to achieve this by developing the following key themes of work:

THEME 1: Helping residents, particularly those who are disadvantaged, into Employment.

THEME 2: Helping residents, particularly those who are disadvantaged, improve Education and Training and gain Qualifications.

THEME 3: Helping individuals set up in Self-Employment and Enterprise, including start-up Businesses and Social Enterprises.

THEME 4 Contributing to a wide range of social, community and economic regeneration initiatives both on a borough wide and West London sub regional basis.

THEME 5: Making Action West London a financially sustainable charity and social enterprise so that it can continue its charitable objectives and deliver badly need services to disadvantaged individuals

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

In 2022/23, 556 new individuals received Employment support, 254 were supported into Employment and over 170 into formal Training.

In addition, we continued to offer ongoing support to hundreds more young people and adults who had registered for our services in the previous year (2021/22).

We also supported young people and adults with a variety of formal and informal training and learning activities.

As well as Employability training this also included English classes for individuals with ESOL needs and basic IT/digital skills training for individuals experiencing digital exclusion.

Action West London Performance 22-23

Project Starts	556
Vocational Courses Complete	170
Employment	254

Age Group

Age 16 -24	56%
Age 25 - 49	33%
Age 50+	11%

Gender

Male	84%
Female	16%

Ethnic Breakdown

Asian or Asian British – Indian	4%
Asian or Asian British - Other	5%
Black or Black British – African	21.9%
Black or Black British – Caribbean	22.5%
White – English/Welsh/Scottish/Northern Irish/British	10.9%
White - Other	6.3%
Other Ethnic Group - Arab	6.3%
Other Ethnic Group - Other	7.3%
Mixed /Multiple– White and Black	1.3%
Prefer not to say	8.3%

ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

In addition to the disadvantaged young people and adults who benefitted from our employment, education and training support we also provided up to 30 self-employment opportunities a day, 4 days a week, for 46 weeks. Not only does this social enterprise provide badly needed self-employment opportunities for local residents but it also provides a major social benefit for shoppers, many of whom are on very low incomes. Acton Market brings together traders and shoppers from all of Acton's diverse communities who meet in a positive and friendly environment thereby significantly contributing to integration and community cohesion.

Acton Market is now a key feature of Acton High Street and Acton Town Centre and is contributing to efforts to 'revive the High Streets' by offering more than just a basic shopping experience. Action West London also runs community events at the Market, provides free stalls from time to time for local charities, organisations and public health providers. All these activities bring life and community energy into the High Street as well as providing a focus for 'recycling' money from shoppers and traders into the local economy.

We very much appreciate our partnership with Ealing Council who support our community market model.

Financial review

Reserves Policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees 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 while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Although on paper the Charity's reserves appear substantial £1,744,050 of the reserves comprise the estimated capital value of our Doughnut Factory property and are therefore not easily realisable in cash.

Despite the financial challenges Action West London still developed some exciting initiatives in 2022/23 which enabled successful delivery of the Charity's core objectives and provided significant benefits to disadvantaged individuals.

The Trustees would especially like to thank all those public bodies and Trusts who have supported Action West London's activities during 2022/23. These included the following:

- 1.1 **Trust for London and City Bridge Trust** for continuing to fund 'Moving on Up' (MOU) an innovative employment project for unemployed black young men aged 16-24 years. This programme addresses Trust for London/BTEG research findings that black young men at all educational levels - from school leavers to graduates - have twice the unemployment rates of young men of any other ethnic background.
- 1.2 **GLA/ESF** for the ABLE 2 payment by results project for NEET young people with physical or long term health issues (Prime contractor Barnet College).
- 1.3 **National Lottery Community Fund /ESF** for continuing to fund the Building Better Opportunities (BBO) 'Working West London' Refugees project (Lead Partner ELATT).
- 1.4 **National Lottery Community Fund/ESF** for the **SWEET** project.
- 1.5 **BBC Children in Need** fund for continuing to support a project for children and young people at risk.
- 1.6 **BBO Climate Action Fund (Formerly Liveability)** for continuing to fund for the Acton Street Market Project.
- 1.7 **National Lottery Community Fund/ESF** for funding the **EQUIP** project.
- 1.8 **Winston Churchill Trust** for the core activities.
- 1.9 **Mayor of London** for continuing to fund the Young Londoners '**Realising Youth Potential**' Project for young people at risk.
- 1.10 **The Mayor's/ ESF Digital Academics Project** for providing higher education, training and finding employment for young people.
- 1.11 **Ealing Funding Black Men** for providing training and employment support to black young men.
- 1.12 **London Community Fund SEGRO** for providing training and employment support to young people.
- 1.13 **Julia Hans Rausing Fund** for core activities.
- 1.14 **GLA/ESF** for the payment by results project for SEND NEET young people with physical or long term health issues (REED in Partnership).
- 1.15 **GLA/ESF** for funding the payment by results **Positive Turnaround** project for unemployed ex-offenders aged 18+ years (Prime contractor London Training and Enterprise Network).
- 1.16 **Donors from the community** for their contributions towards AWL's work.

ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Investment Policy

The Charity received a specific grant in March 2004 to enable it to purchase an investment property which is to be used to generate income for the company's general charitable purposes.

Major Risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Income volatility and Loss of EU Funding. EU co-funding will be withdrawn and end in 2023. This will cause major difficulties to AWL's work supporting disadvantaged individuals as the majority of income from our contracts is co-funded by ESF. There is no clear detail as yet as to how EU co funds will be replaced by the Government. Also there is the usual difficulty of uncertainty about available grant funding opportunities next year and whether or not grant applications will be successful. This also means that budgets cannot be easily predicted from year to year as time limited projects of 1, 2 or 3 years run out at different times.

Risk mitigation: Action West London will increase the number of Grant applications to Trusts and Foundations; and will continue to expand its 'mixed funding strategy' to generate more income from sources such as corporate funding and public donations.

'Payment by results' model carries inherent risks to an organisation. Increasingly Action West London has to act as a subcontractor which means that we 'lose' around 15%-20% of the contract value to the Prime contractor. This 15%-20% was previously our margin to cover core costs of the organisation. Now we have to operate on very tight margins which makes PBR contracts inherently risky.

Risk mitigation: We will need to continue to monitor the financial results from PBR contracts carefully next year.

Loss of experienced staff. The short-term nature of contracts and the often lengthy 'gaps' between funders issuing new programmes and tenders means that we regularly face the dilemma of losing valuable, experienced staff when a contract ends and there is no new contract which could enable continued employment. Recruiting and maintaining quality staff is a major risk to the Charity.

'Risk management' controls in place. Action West London Trustees and staff are aware of the challenges the Charity faces, and we have Governance arrangements in place. The Board aims to ensure that the Charity responds effectively to the difficult circumstances it faces. Action West London's reserves are vital to cover 'cash flow', other financial risks and potential annual deficits.

Structure, governance and management

The Trust was incorporated on 6th October 1998 as a company limited by guarantee and adopted the status of a registered charity on 9th December 2003. It also operated under the name "Action Acton" and following a change of name on 2nd June 2015 now operates as "Action West London". The company is governed by its Memorandum and Articles of Association.

Other detailed information as required by SORP is shown on Legal and Administrative information section of the financial statements.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

D Anderson

J Bryan

E Harris

T Mobee

A Skinner-Jozefson

M Snowden

A G Coyne

(Resigned 16 October 2022)

ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 MARCH 2023**

The Board consists of not fewer than 3 and no more than 12 Trustees. The Board may appoint Trustees at any time at a meeting or in writing. No person under the age of 18 may be appointed as a Trustee.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Retirement of members of the Board

At the third Appointment Board Meeting after his/her last appointment a Trustee shall retire. He/she shall be eligible for re-appointment by the Board. For the purposes of this (Article 24) a "year" shall mean a complete period of service between two Appointment Board Meetings.

A Board of Trustees of up to 12 members, who meet quarterly, administer the Charity. A Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Charity.

There are no related parties within the definition in GL50 of SORP 2005, but the company works closely with all the representative bodies referred to in the Memorandum and Articles of Association to achieve the company's objects.

Trustees' Induction and Training

New Trustees are appointed to the Board who have the necessary skills and knowledge to enable them to benefit the Charity as a whole. They are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the Charity. They are encouraged to meet key employees and attend appropriate external training events where these will facilitate the undertaking of their role. Action West London makes good use of Trustee training opportunities provided by the Foundation for Social Improvement (FSI), National Council for Voluntary Organisations (NCVO), Association of Chairs and other training bodies.

Statement of trustees responsibilities

The trustees, who are also the directors of Action West London for the purpose of company law, are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

In accordance with the company's articles, a resolution proposing that Clarke & Co be reappointed as auditor of the company will be put at a General Meeting.


ACTION WEST LONDON

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information

The trustees report was approved by the Board of Trustees.


.....
A G Coyne
Chairman

Date: 18/4/24

ACTION WEST LONDON

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ACTION WEST LONDON

Opinion

We have audited the financial statements of Action West London (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 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 2023 and of its incoming resources and application of resources, for the year 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 charity 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 the charity'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.

Other information

The other information comprises the information included in the 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 we do not express any form of assurance conclusion thereon. 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 course of 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 that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

ACTION WEST LONDON

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF ACTION WEST LONDON

Responsibilities of trustees

As explained more fully in the statement of trustees responsibilities, the trustees, who are also the directors of the charity for the purpose 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 trustees 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 financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act 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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

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:

We gained an understanding of the legal and regulatory framework applicable to the Trust and the charitable sector in which it operates, and considered the risk of acts by the Trust that were contrary to applicable laws and regulations, including fraud. We designed audit procedures to respond to the risk, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

We focussed on laws and regulations which could give rise to a material misstatement in the financial statements, including, but not limited to, the Companies Act 2016 and UK Charity legislation. Our tests included agreeing the financial statement disclosures to underlying supporting documentation, enquiries with management and enquiries of legal professionals. There are inherent limitations in the audit procedures described above and, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. We did not identify any key audit matters relating to irregularities, including fraud. As in all our audits, we also addressed the risk of management override of internal controls, including testing journals and evaluating whether there was evidence of bias by the directors that represented a risk of material misstatement due to fraud.

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

Use of our report

This report is made solely to the charity's trustees, 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.

ACTION WEST LONDON

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF ACTION WEST LONDON

Matthew Stower BA FCA (Senior Statutory Auditor)
for and on behalf of Clarke & Co

.....

Chartered Accountants
Statutory Auditor

Acorn House
33 Churchfield Road
London
W3 6AY

Clarke & Co is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

ACTION WEST LONDON

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Donations and legacies	3	86,379	418,254	504,633	4,340	401,615	405,955
Charitable activities	4	693,080	-	693,080	392,767	-	392,767
Other trading activities	5	77,567	-	77,567	75,378	-	75,378
Investments	6	1,465	-	1,465	1,482	-	1,482
Total income		858,491	418,254	1,276,745	473,967	401,615	875,582
Expenditure on:							
Raising funds	7	147,116	-	147,116	71,864	-	71,864
Charitable activities	8	608,748	380,360	989,108	536,253	444,616	980,869
Total expenditure		755,864	380,360	1,136,224	608,117	444,616	1,052,733
Gross transfers between funds		-	-	-	25,211	(25,211)	-
Net income/(expenditure) for the year/							
Net movement in funds		102,627	37,894	140,521	(108,939)	(68,212)	(177,151)
Fund balances at 1 April 2022		1,942,108	235,480	2,177,588	2,051,047	303,692	2,354,739
Fund balances at 31 March 2023		2,044,735	273,374	2,318,109	1,942,108	235,480	2,177,588

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ACTION WEST LONDON

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	12		1,761,731		1,764,112
Current assets					
Debtors	13	416,253		156,640	
Cash at bank and in hand		183,226		291,803	
		599,479		448,443	
Creditors: amounts falling due within one year	14	(43,101)		(34,967)	
Net current assets			556,378		413,476
Total assets less current liabilities			2,318,109		2,177,588
Income funds					
General restricted funds		147,522		109,628	
Revaluation reserve		125,852		125,852	
	15		273,374		235,480
<u>Unrestricted funds</u>					
Designated funds:					
General reserve		376,537		223,910	
Designated fund		50,000		100,000	
	16	426,537		323,910	
Revaluation reserve		1,618,198		1,618,198	
			2,044,735		1,942,108
			2,318,109		2,177,588

The notes on pages 16 to 26 form part of these financial statements.

ACTION WEST LONDON

BALANCE SHEET (CONTINUED)

AS AT 31 MARCH 2023

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023, although an audit has been carried out under section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements under the requirements of the Companies Act 2006, for the year in question in accordance with section 476.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 18-1-2024

.....
A G Coyne
Chairman

Company registration number 03647635

ACTION WEST LONDON

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash absorbed by operations	20		(105,051)		(277,928)
Investing activities					
Purchase of tangible fixed assets		(4,991)		(2,752)	
Investment income received		1,465		1,482	
Net cash used in investing activities			(3,526)		(1,270)
Net cash used in financing activities			-		-
Net decrease in cash and cash equivalents			(108,577)		(279,198)
Cash and cash equivalents at beginning of year			291,803		571,001
Cash and cash equivalents at end of year			183,226		291,803

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Action West London is a private company limited by guarantee incorporated in England and Wales. The registered office is The Doughnut Factory, 10 Warple Mews, Warple Way, Acton, London, W3 0RF.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, as modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	N/A
Leasehold improvements	Written off on a straight line basis
Fixtures and fittings	Written off over 5 years on a straight line basis
Computers	Written off over 5 years on a straight line basis

Freehold land and building are not depreciated on the basis that it has been stated as per current market value.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	1,379	-	1,379	1,830	-	1,830
Project and other grant income	85,000	418,254	503,254	2,510	401,615	404,125
	<u>86,379</u>	<u>418,254</u>	<u>504,633</u>	<u>4,340</u>	<u>401,615</u>	<u>405,955</u>
Donations and gifts	1,379	-	1,379	1,830	-	1,830
Donations and gifts from individuals	1,379	-	1,379	1,830	-	1,830
Grants receivable for core activities	85,000	-	85,000	2,510	-	2,510
Other grant income	-	418,254	418,254	-	401,615	401,615
Other restricted grant	<u>85,000</u>	<u>418,254</u>	<u>503,254</u>	<u>2,510</u>	<u>401,615</u>	<u>404,125</u>

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Unrestricted PBR Contracts Income 2023 £	Other Unrestricted Income 2023 £	Total 2023 £	Unrestricted PBR Contracts Income 2022 £	Other Unrestricted Income 2022 £	Total 2022 £
Payment by results contracts	678,747	-	678,747	356,552	-	356,552
Other income	-	14,333	14,333	-	36,215	36,215
	<u>678,747</u>	<u>14,333</u>	<u>693,080</u>	<u>356,552</u>	<u>36,215</u>	<u>392,767</u>

5 Other trading activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Rental Income	<u>77,567</u>	<u>75,378</u>

6 Investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	<u>1,465</u>	<u>1,482</u>

7 Raising funds

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
<u>Fundraising and publicity</u>		
Other fundraising costs	44,282	19,985
Staff costs	72,138	35,847
Support costs	30,696	16,032
Fundraising and publicity	<u>147,116</u>	<u>71,864</u>

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Charitable activities

	Project direct costs		Project support cost		Project Management and development of the charity		Total 2023	Project direct costs		Project support cost		Project Management and development of the charity		Total 2022
	2023	£	2023	£	2023	£	£	2022	£	2022	£	2022	£	£
Staff costs	613,348		88,741		63,856		765,945	624,344		113,774		94,615		832,733
Depreciation and impairment	-		7,372		-		7,372	-		22,378		-		22,378
Project other cost	70,016		-		-		70,016	12,600		-		-		12,600
	683,364		96,113		63,856		843,333	636,944		136,152		94,615		867,711
Share of support costs (see note)	-		112,916		25,779		138,695	-		113,051		(6,973)		106,078
Share of governance costs (see note)	-		7,080		-		7,080	-		7,080		-		7,080
	683,364		216,109		89,635		989,108	636,944		256,283		87,642		980,869
Analysis by fund														
Unrestricted funds	356,908		162,205		89,635		608,748	271,757		176,854		87,642		536,253
Restricted funds	326,456		53,904		-		380,360	365,187		79,429		-		444,616
	683,364		216,109		89,635		989,108	636,944		256,283		87,642		980,869

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
General	3	3
Project staff	24	24
Total	27	27

Employment costs	2023 £	2022 £
Wages and salaries	741,728	769,574
Social security costs	70,923	68,758
Other pension costs	25,432	30,248
	838,083	868,580

The key management personnel of the charity comprise the Chief Executive, the Finance & Facilities manager and the Operations and Business Development Manager. The total remuneration and employee benefits of the key management personnel of the charity are £167,273 (2022 - £186,008).

There were no employees whose annual remuneration was more than £60,000.

11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

12 Tangible fixed assets

	Freehold land and buildings £	Leasehold improvements £	Fixtures and fittings £	Computers £	Total £
Cost or valuation					
At 1 April 2022	1,750,000	47,351	62,267	156,395	2,016,013
Additions	-	-	-	4,991	4,991
At 31 March 2023	1,750,000	47,351	62,267	161,386	2,021,004
Depreciation and impairment					
At 1 April 2022	-	45,903	52,123	153,875	251,901
Depreciation charged in the year	-	724	3,381	3,267	7,372
At 31 March 2023	-	46,627	55,504	157,142	259,273
Carrying amount					
At 31 March 2023	1,750,000	724	6,763	4,244	1,761,731
At 31 March 2022	1,750,000	1,448	10,144	2,520	1,764,112

The carrying value of land included in land and buildings comprises:

	2023 £	2022 £
Freehold	1,750,000	1,750,000

Land and buildings with a carrying amount of £1,750,000 were revalued at 23 September 2020 by Vokins Chartered Surveyors, independent valuers not connected with the charity on the basis of open market value. The valuation conforms to International Valuation Standards and was based on market transactions on arm's length terms for similar properties. Under the current volatile market conditions this valuation is still considered to be a fair approximation of the open market value of the property at 31 March 2023.

At 31 March 2023, had the revalued assets been carried at historic cost less accumulated depreciation and accumulated impairment losses, their carrying amount would have been approximately £5,950 (2022 - £5,950).

The revaluation surplus is disclosed in the face of the balance sheet as a separate line.

13 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	5,300	34,128
Other debtors	396,715	120,056
Prepayments and accrued income	14,238	2,456
	416,253	156,640

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Payments received on account	2,971	9,796
Trade creditors	30,035	7,988
Other creditors	-	7,088
Accruals and deferred income	10,095	10,095
	<u>43,101</u>	<u>34,967</u>

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

15 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2021 £	Movement in funds			Balance at 1 April 2022 £	Movement in funds			Balance at 31 March 2023 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £	
Income fund	177,840	401,615	(444,616)	(25,211)	109,628	418,254	(380,360)		147,522
Freehold property revaluation reserve	125,852	-	-	-	125,852	-	-		125,852
	303,692	401,615	(444,616)	(25,211)	235,480	418,254	(380,360)		273,374

16 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2021 £	Movement in funds			Balance at 1 April 2022 £	Movement in funds			Balance at 31 March 2023 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £	
General fund	332,849	473,967	(608,117)	25,211	223,910	858,491	(755,864)	50,000	376,537
Designated fund	100,000	-	-	-	100,000	-	-	(50,000)	50,000
	432,849	473,967	(608,117)	25,211	323,910	858,491	(755,864)	-	426,537

ACTION WEST LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

17 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Tangible assets	1,635,879	125,852	1,761,731	1,638,260	125,852	1,764,112
Current assets/(liabilities)	408,856	147,522	556,378	303,848	109,628	413,476
	<u>2,044,735</u>	<u>273,374</u>	<u>2,318,109</u>	<u>1,942,108</u>	<u>235,480</u>	<u>2,177,588</u>

18 Audit report information

The auditor's report was unqualified.

Matthew Stower BA FCA (Senior Statutory Auditor)
Clarke & Co

Chartered Accountants
Statutory Auditor

19 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

20 Cash generated from operations

	2023 £	2022 £
Surplus/(deficit) for the year	140,521	(177,151)
Adjustments for:		
Investment income recognised in statement of financial activities	(1,465)	(1,482)
Depreciation and impairment of tangible fixed assets	7,372	22,378
Movements in working capital:		
(Increase) in debtors	(259,613)	(156,640)
Increase in creditors	8,134	34,967
Cash absorbed by operations	<u>(105,051)</u>	<u>(277,928)</u>

21 Analysis of changes in net funds

The charity had no debt during the year.