

Registered Charity No. 1103345
Company Limited by Guarantee No. 4378247

Refugees in Effective and Active Partnership
Report and Unaudited Accounts
31 March 2021

Refugees in Effective and Active Partnership
Report and accounts
Contents

	Page
Charity information	1
Report of the Trustees	2 - 6
Chartered Accountants' report	7
Statement of Financial Activities	8 - 9
Balance Sheet	10
Notes to the Accounts	11 - 15

Refugees in Effective and Active Partnership

Charity information

Reference and Administrative Information

Charity Name: Refugees in Effective and Active Partnership

Refugees in Effective and Active Partnership is a Registered Charity and a company limited by guarantee

Charity registration number: 1103345

Company registration number: 4378247

Registered Office and
operational address: Key House
106 High Street
Yiewsley
Middlesex
UB7 7BQ

Accountants

K A Johnson
Chartered Accountants
Equity House
23 The Paddock
Chalfont St Peter
Buckinghamshire

Bankers

Barclays Bank plc

Refugees in Effective and Active Partnership Report of the Trustees

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

Principal activities

The charity's principal activity during the year continued to be that of providing advice and support to refugees and refugee organisations and those who support them.

Trustees and management committee of the charity

The directors of the charitable company are its trustees for the purposes of charity law

The following persons served as trustees during the year:

Oleg Pasichnyi	(Acting Chair)
Janpal Singh Basran	(Until November 2020)
Fariha Bhatti	
Khalida Obeid	
Nawaal Omar	(From March 2021)
Maria de Lourdes Pale	(Until November 2020)

Secretary

Sarah Crowther

Objectives of the charity

The principal activity of the company throughout the year was that of providing advice and support to refugees and refugee organisations and those who support them.

REAP is an independent, refugee-led, membership organisation in West London. We aim to influence policy decisions and practices, and empower refugees and asylum-seekers so they can live equally as valuable and valued members of British society. We defend and campaign for the right to refuge; which includes making sure people have access to effective and equitable support as they recover and rebuild decent lives and a new sense of home in the UK.

Structure, Governance and Management

In accordance with the Memorandum of Association, REAP trustees are voted in by Company Members at an AGM or if necessary an EGM. Occasionally, when there have been early resignations or there is a need to strengthen the Management Committee in specific areas, trustees are co-opted to serve for the period until the next opportunity for a full election.

Trustees are provided with a briefing pack, and encouraged to take up one of several opportunities for further training as trustees available through the charity's contacts in the voluntary sector, primarily through nearby CVSs or London umbrella bodies.

Refugees in Effective and Active Partnership Report of the Trustees

Achievements and Performance

2020/21 was Covid, lockdown, disruption, adaptation. Then new activities and priorities as REAP responded to changed demands, needs and opportunities of existing members and activities, whilst also responding to the issues raised by several thousand asylum seekers being housed in empty hotels in West London.

As REAP's prime mode of operation and theory of change is based on face to face interaction, and the majority of our activities, relationships and partnership are focused around face to face events, we found ourselves unable to operate in any meaningful way in the first few months of the pandemic. This immediately affected the end of the 'EQUIP' project which was entirely face to face, which simply had to cease, though the funders were utterly supportive.

In the meantime asylum seekers' and refugees' situations and needs changed in London. Several thousand asylum seekers were temporarily housed in empty hotels in London, and REAP hosted an ongoing series of very important networking Zooms with follow up, that successfully reached and brought together NHS and other statutory bodies with voluntary and community organisations and the commercial accommodation providers. This activity noticeably improved communications, awareness and coordination across West London between many diverse organisations and key professionals. Themes clustered around goods and donations (food, clothes etc.), mental and emotional wellbeing, women and gender-based concerns, health and welfare, activities and English, interpreting. There were spin off activities such as basic training for some who had not worked with asylum seeker or refugees before, and high demand for information and referrals from individual professionals and also individual asylum seekers. REAP joined and was vocal at several professional networks on these issues including Greater London Authority (GLA) Civic Society Forum on Initial Accommodation and Health sub-group, Initial Accommodation Local Forum and NHS fora. Through her dual role with REAP while also being a Lay Member on several local NHS bodies, the Director was able consistently to argue from REAP's experience and knowledge of the daily experiences people were having in the hotels to identify and push for improvements in NWL service delivery, particularly relating to health.

In terms of more direct services, as well as handling some goods and donations and some online activities, we tried several times to restart face to face activities, including socials and English groups, particularly for those people who could not access online activities. But we had to stop because of repeated lockdowns and behaviour by individuals which put others at risk. We adapted our earlier face to face 'grass roots English' approach to create new online English sessions for 'REAP Home Learners'. These were publicized mostly at one large local hotel with over 500 residents but as residents were moved out of London many continued joining the regular zoom, making it our first national activity. The zoom approach was developed by a team of existing REAP volunteers running online sessions which included interpreting in several languages and some then set up English groups led in single languages, such as an English group for Arabic speakers and one for Spanish speakers. Towards Spring we realized the 'Home' method and materials were an asset with wider potential and in 2021, we will develop them into an online 'English Seed Group' course that refugees will be able to use to teach others. Another new experience for REAP was working with a sizeable number of largely independent white British volunteers. They offered more advanced speakers online and phone conversation and practice.

Refugees in Effective and Active Partnership Report of the Trustees

Other activities included:

-A few of our professional interpreters continued with face to face work and taking up more online and phone interpreting through agencies, protecting their income but leaving REAP with a depleted team. We will need to regain and rebuild our pool of qualified interpreters in 2021-22.

-The local NHS cancelled all community health outreach work but a small set of the Members working as bi-lingual Health Connectors continued to provide valuable support at the local Urgent Treatment Centre at Hillingdon Hospital throughout the pandemic.

During this time, the two core staff, particularly REAP's Administrator Rachaporn Slater, maintained essential operations, such as payroll and general communications, despite considerable stress, and continued to respond to enquiries and referrals in combination with periods of furlough.

The office building managers had shut Key House with minimal notice in March 2020, causing significant disruption. We were able to negotiate for the Administrator to enter the building, with notice, initially one day a month to complete payroll and other essential actions needing reference to hard copy and data stored securely on office computers, such as the REAP database. Otherwise, core staff adapted to working remotely. From July the office became more accessible to core staff but REAP Members and individuals seeking support continued to be excluded by the landlords throughout the year.

Despite the disruption and new demands, we are very proud of what we achieved. REAP had substantial, and often unlooked for, support from many individuals, professionals peers and funders. We worked consistently with our principles and other elements in our strategy and approach set out in 2019:

Respect: value, admire, love and care,

Listen: recognise our own power, challenge, rethink, learn, witness,

Facilitate: empower, individual agency, structure, networks and contact, space

Respond: change, create, do, act;

REAP 'theory of change':

A determined, knowledgeable and well-connected individual in the right place can change even quite large systems over time.

Building, strengthening and working through the Membership will be the centre of REAP's planning and activities for the next five years;

Refugees in Effective and Active Partnership Report of the Trustees

REAP operational approach:

- start from knowing refugees are active, capable and trying to take control of their own lives for their best future and their families' future; individuals can change much larger systems;
- work with and learn what works from a wide range of people including REAP members, other groups and partners;
- form and enable peer and strategic connections that should lever change to improve support for refugees in the future;
- facilitate, network with and train hands on workers and activists, to make sure knowledge grows and is widely shared;
- look at the power relationships refugees face both in day to day life and over the long term as they build new lives in West London and in the UK;
- work towards equality for refugees and people in all our diversity, as the only way to ensure people in Britain can thrive and persecution will never gain a secure hold;
- get refugees' voices heard.

Financial Review

REAP's income dropped drastically as income from interpreting and Connecting booking fees on interpreters and Health Connector work disappeared. We were very fortunate the 'EQUIP' funder supported us and did not claw back funds when we were not able to deliver our agreed 'results'. Furlough was essential and along with a grant from Barrow Cadbury, may have saved the organization as an entity: if we had not had them, we would have had to reduce activities and staff costs to such a low level for so long, that it is possible REAP would not have returned. The Barrow Cadbury grant came in October at a critical time, and let us protect remaining reserves, regain effectiveness, and at the same time lay the basis for new assets and relationships that may carry REAP into a stronger position coming out of Covid than it was in before.

In February we were surprised and delighted to receive an unsolicited grant of £5,000 from the Gwyneth Forrester Trust, which was apparently made on the anonymous recommendation of one of their trustees. We also heard we had won grants to start in 2021-22, to continue 'Speakers' community research work from Imperial Health Charities, a core grant from City Bridge Trust, and a further, new grant (payment by results) for a revised EQUIP '2' programme. So we move into 2021-22 with core finances secure for the whole year ahead, even if incomes from interpreting and Connecting fail.

Individuals were extraordinarily generous throughout 2020/21. We received donations over a thousand pounds from two individuals, and approaching that from others individuals and supportive local churches and contacts. Especially meaningful also are the small donations of £2 per month or so that individual REAP Members and friends make. The value of these donations from individuals is much more than financial; they constantly renew a sense of trust, support and hope.

The largest proportion of expenditure was on salaries, more so than ever as there were so few face to face activities with venue and refreshment costs. We maintained our principle of never paying below the London Living Wage.

Refugees in Effective and Active Partnership Report of the Trustees

Trustees

In 2020-21 we had expected to recruit several new trustees; having set out a development plan to engage Members from December 2019 onwards. The aim was to build people's confidence and encourage several people to stand as new trustees at the annual conference and AGM which had been planned for July 2020, but was replaced with a minimal online AGM in November. Two long-serving trustees stood down as planned and several people were invited to online Trustee meetings to observe but only one was willing to be coopted, and we are grateful to her. Recruiting new trustees will be a priority in 2021-22.

The Company Secretary remained the same throughout the year.

Nature and Purpose of the Charity's Restricted Funds

Equip Yourself as a 'Community Connector': (Paddington Development Trust [PDT] and European Union - European Social Fund [ESF] / Education and Skills Funding Agency [PDT/ESF] : July 2019 – June 2020)

Training, personal development and work-related experience, advice and referral for people who want to train and prepare themselves for work in the community. Cohorts of trainees build on their language and communication strengths to develop plans, pathways, experience and confidence to become voluntary and paid 'connectors' in roles where they improve the communication between individuals in the community and large, often statutory formal organisations.

Adapting for Covid (Barrow Cadbury Trust/The National Lottery Community Fund COVID Support Fund: Oct 2020 – March 2021)

Explore the new realities and needs under Covid with participants and members.

Develop with partners, test-deliver adapted training content, materials, resources and methods and follow up support for interpreting and interpreters, connecting and Connectors, community English, employability, information, data and networking.

Small company provisions

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 6 December 2021 and signed on behalf of the Trustees.

O Pasichnyi
Director

Refugees in Effective and Active Partnership

Chartered Accountants' report to the trustees on the preparation of the unaudited statutory accounts of Refugees in Effective and Active Partnership for the year ended 31 March 2021

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Refugees in Effective and Active Partnership for the year ended 31 March 2021 which comprise of the Statement of financial activities (including summary income and expenditure account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales, we are subject to its ethical and other professional requirements which are detailed at www.icaew.com/en/members/regulations-standards-and-guidance

Our work has been undertaken in accordance with ICAEW Technical Release 07/16 AAF.

K A Johnson
Chartered Accountants
Equity House
23 The Paddock
Chalfont St Peter
Buckinghamshire
SL9 0JJ

6 December 2021

Refugees in Effective and Active Partnership
Statement of financial activities (including summary income and expenditure account)
for the year ended 31 March 2021

	2021	2021	2021	2020
	Total	restricted funds	unrestricted funds	Total
	£	£	£	£
Income from:				
Charitable activities				
GLA Mayor Speakers	-	-	-	5,978
GLA Mayor EU Londoners	-	-	-	-
PDT ESF EQUIP	2,500	2,500	-	12,500
PHT (Yiewsley Home Group)	-	-	-	1,495
Barrow Cadbury	30,000	30,000	-	-
Unrestricted	59,996	-	59,996	80,372
Total	<u>92,496</u>	<u>32,500</u>	<u>59,996</u>	<u>100,345</u>
Expenditure				
Charitable activities	76,968	30,752	46,216	107,550
Other	2,160	-	2,160	2,160
Total	<u>79,128</u>	<u>30,752</u>	<u>48,376</u>	<u>109,710</u>
Net income/(expenditure) for the year	13,368	1,748	11,620	(9,365)
Tax payable	-			-
Net income/(net expenditure) after tax	<u>13,368</u>	<u>1,748</u>	<u>11,620</u>	<u>(9,365)</u>
Transfer between funds	-	-	-	-
Fund balances				
Brought forward	<u>28,013</u>	<u>(1,748)</u>	<u>29,761</u>	<u>37,378</u>
Total funds carried forward	<u>41,381</u>	<u>-</u>	<u>41,381</u>	<u>28,013</u>

**Refugees in Effective and Active Partnership
Expenditure Analysis
for the year ended 31 March 2021**

	2021	2021	2021	2020
	Total	Direct	Other	
	£	£	£	£
Office running costs				
Rent and services	3,155	3,155	-	4,039
Telephone	990	990	-	1,084
Office supplies & postage	751	751	-	556
IT & computer	471	471	-	219
	<u>5,367</u>	<u>5,367</u>	<u>-</u>	<u>5,898</u>
Staff costs				
Personnel costs	64,704	64,704	-	90,754
Pensions	5,937	5,937	-	5,547
	<u>70,641</u>	<u>70,641</u>	<u>-</u>	<u>96,301</u>
Project & trainee costs				
Workshops, courses & meetings	200	200	-	2,523
Specialists & consultants	50	50	-	1,642
	<u>250</u>	<u>250</u>	<u>-</u>	<u>4,165</u>
Accountancy costs				
Accountants' fees	2,160	-	2,160	2,160
	<u>2,160</u>	<u>-</u>	<u>2,160</u>	<u>2,160</u>
Publicity costs				
Subscriptions	140	140	-	-
	<u>140</u>	<u>140</u>	<u>-</u>	<u>-</u>
Office admin costs				
Travel	142	142	-	512
Bank charges	63	63	-	75
Insurance	345	345	-	490
Sundry expenses	20	20	-	109
	<u>570</u>	<u>570</u>	<u>-</u>	<u>1,186</u>
TOTAL	<u>79,128</u>	<u>76,968</u>	<u>2,160</u>	<u>109,710</u>
Restricted funds costs	30,752	30,752	0	
Unrestricted funds costs	48,376	46,216	2,160	

Refugees in Effective and Active Partnership
Registered number: 4378247
Balance Sheet
as at 31 March 2021

	Notes		2021 £	2020 £
Current assets				
Debtors	7	11,413	14,548	
Cash at bank and in hand		33,968	13,465	
		<u>45,381</u>	<u>28,013</u>	
Creditors: amounts falling due within one year	8	(4,000)	-	
Net current assets			<u>41,381</u>	<u>28,013</u>
Net assets			<u>41,381</u>	<u>28,013</u>
Funds of the Charity				
Unrestricted funds	12	41,381	29,761	
Restricted funds	12	-	(1,748)	28,013
Total funds			<u>41,381</u>	<u>28,013</u>
			Number	Number
Average number of employees			<u>2</u>	<u>2</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

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

The accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with the FRS102 SORP.

O Pasichnyi
 Director/Trustee
 Approved by the board on 6 December 2021

**Refugees in Effective and Active Partnership
Notes to the Financial Statements
for the year ended 31 March 2021**

1 Summary of significant accounting policies

General information and basis of preparation

Refugees in Effective and Active Partnership is a registered charity and a company limited by guarantee, incorporated in England. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are insert detail.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016 and Update Bulletin 2 published on 5 October 2018), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The charity's principal activity during the year continued to be that of providing advice and support to refugees and refugee organisations and those who support them.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Fund accounting

Unrestricted funds are general funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income recognition

All incoming resources are included in the statement of financial activities (SOFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Refugees in Effective and Active Partnership
Notes to the Financial Statements
for the year ended 31 March 2021

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Management and administration costs (governance costs) are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Tangible fixed assets

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Equipment	over 5 years
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Debtors and creditors

Short term debtors and creditors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

2 Total resources expended	2021 £	2020 £
Office running costs	5,367	5,898
Staff costs	70,641	96,301
Project & trainee costs	250	4,165
Accountants' fees	2,160	2,160
Publicity costs	140	-
Office admin costs	570	1,186
	<u>79,128</u>	<u>109,710</u>

Refugees in Effective and Active Partnership
Notes to the Financial Statements
for the year ended 31 March 2021

3 Employees

Average number of employees calculated on a full time equivalent was as follows:

	2021	2020
	Number	Number
	<u>2</u>	<u>2</u>
Executive director	1	1
Admin support	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

4 Staff costs

Wages and salaries (including casual contracts)
Pension costs

	2021	2020
	£	£
Wages and salaries (including casual contracts)	64,704	90,754
Pension costs	5,937	5,547
	<u>70,641</u>	<u>96,301</u>

No employee received emoluments of more than £60,000.

5 Trustees remuneration and related party transactions

No members of the board, who are the trustees, received any remuneration during the year. No trustees or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2020 - nil).

6 Taxation

As a charity Refugees in Effective and Active Partnership is exempt from income and gains falling within section 505 of the Taxes Act 1988 and meets the definition of a charitable company for UK corporation tax purposes.

Refugees in Effective and Active Partnership
Notes to the Financial Statements
for the year ended 31 March 2021

7 Debtors	2021 £	2020 £
Trade debtors	<u>11,413</u>	<u>14,548</u>

8 Creditors: amounts falling due within one year	2021 £	2020 £
Trade creditors	<u>4,000</u>	<u>-</u>

9 Share capital

The company is limited by guarantee and has no share capital.

10 Analysis of net assets between funds	Unrestricted fund £	Restricted fund £	Total £
Tangible fixed assets	-	-	-
Current assets	45,381	-	45,381
Current liabilities	(4,000)	-	(4,000)
	<u>41,381</u>	<u>-</u>	<u>41,381</u>

11 Other information

Refugees in Effective and Active Partnership is a private company limited by shares and incorporated in England. Its registered office is:
 Key House
 106 High Street
 Yiewsley
 Middlesex
 UB7 7BQ

**Refugees in Effective and Active Partnership
Resources Expended Analysis
for the year ended 31 March 2021**

12 Movement in funds	At 1 April 2020 £	Incoming Resources £	Outgoing Resources £	At 31 March 2021 £
Restricted funds				
PDT ESF EQUIP	(1,748)	2,500	752	-
PHT (Yiewsley Home Group)	-	-	-	-
Barrow Cadbury	-	30,000	30,000	-
Other restricted	-	-	-	-
	<u>(1,748)</u>	<u>32,500</u>	<u>30,752</u>	<u>-</u>
Unrestricted funds	29,761	59,996	48,376	41,381
	<u>28,013</u>	<u>92,496</u>	<u>79,128</u>	<u>41,381</u>

Purposes of Restricted Funds

Funder: Paddington Development Trust (PDT) and European Union - European Social Fund (ESF) / Education and Skills Funding Agency (PDT/ESF)

Equip Yourself as a 'Community Connector': (July 2019 – June 2020)

Training, personal development and work-related experience, advice and referral for people who want to train and prepare themselves for work in the community. Cohorts of trainees build on their language and communication strengths to develop plans, pathways, experience and confidence to become voluntary and paid 'connectors' in roles where they improve the communication between individuals in the community and large, often statutory formal organisations.

Funder: Barrow Cadbury Trust/The National Lottery Community Fund COVID Support Fund

Adapting for Covid: (Oct 2020 – March 2021)

Explore the new realities and needs under Covid with participants and members.

Develop with partners, test-deliver adapted training content, materials, resources and methods and follow up support for interpreting and interpreters, connecting and Connectors, community English, employability, information, data and networking.

Section 37 statement

Expenditure has been allocated in accordance with the activity concerned.