

**REPORT OF THE DIRECTORS AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024
FOR
REGIONAL REFUGEE FORUM NORTH EAST**

THE REGIONAL REFUGEE FORUM NORTH EAST

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THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

The trustees present their report with the financial statements of the charity for the year ended 31 July 2024. The trustees have adopted the provisions of 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

Objectives and aims

The objects of the Association are the advancement of education and the relief of poverty, distress and sickness amongst Asylum Seekers and Refugees in the North East of England and to that end to provide a mechanism for hearing the voice of Asylum Seekers and Refugees by bringing together in council representatives of Refugee Communities working in the area of benefit.

Our members are community groups set up and run by people who are refugees and asylum seekers to support other refugees and asylum seekers who live across the North East region. They are known as Refugee-led Community Organisations ('RCO's). 114 RCOs have joined our organisation since we began in 2003.

We deliver our mission through two core areas of work:

- > We empower refugees and asylum seekers to take action to support and advocate for their communities. We enable them to turn their ideas for supporting their community into practical action, and to adapt and strengthen their advocacy skills in the UK context.
- > And we support our members to develop their Collective Voice and use it to influence decision makers so as to promote equality and integration for all refugees and asylum seekers living in the region.

Significant activities

1 August 2023 - 31 July 2024

Our objectives have been:

- a) That more refugees and asylum seekers living in the North East region have access to better services and support that help them achieve economic inclusion, better health and wellbeing, more resilient families, and greater safety within the neighbourhoods they live in;
- b) That those services deliver support that responds to the specific and additional needs and barriers that the community faces, so that they benefit from them on an equal basis to all local residents;
- c) That more members are able to advocate effectively for change, both in their own lives and those of the community they support;
- d) That our work will address systemic, root causes of the specific and additional needs and barriers faced by asylum seekers and refugees and identify what works best in policy and practice so they impact positively on the lives of the whole community of asylum seekers and refugees living in the region;
- e) Improvement in the quality of life of those living in the region who are awaiting a decision on their asylum case, or who have had their cases refused, whose lives are framed and impacted by UK asylum policy and government contracted services.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

OBJECTIVES AND ACTIVITIES

Public benefit

Our organisation delivers development, empowerment and advocacy support to the region's community of refugees and asylum seekers, who arrived in need of sanctuary. This direct beneficiary community is a community of experience rather than identity. It contains great diversity in terms of nationality, ethnicity, background and faith. However, they all share additional and specific needs arising from their experience of exile and status as asylum seekers and refugees, and face significant and multiple disadvantages, inequalities and social and economic exclusion. The organisation unites refugee communities from all continents: South America, Middle East, Africa, South East Asia and Eastern Europe, in collective action to gain a greater influence on Policy and Practice, in the interests of all refugees and asylum seekers in the North East region. Our work enables members to develop advocacy skills, build and widen networks and engage with a whole range of agencies and local and regional engagement platforms relating to economic inclusion, better health and wellbeing, and safety within the neighbourhoods they live in. By hearing the authentic voiced experience of the community, that reflects what is shared rather than what is personal and individual, policy makers and service providers can improve access routes and deliver support that responds to the specific and additional needs and barriers that this community faces, so that they benefit from those services and opportunities on an equal basis to all local residents.

We also empower refugee and asylum seeker-led community organisations and initiatives, promoting access to effective empowerment, community development and capacity building support and to funding to enable them to provide a range of unique support actions and solutions to the multiple needs of their communities, particularly in the areas of health, family resilience, community safety, education, training and employment.

Our founding aim is for the region's community of refugees and asylum seekers to strategically use their Collective Voice to influence policy and practice that are the systemic causes of the poverty, disadvantage and exclusion they experience in their daily lives. We deliver this Social Justice agenda through an empowering development practice that aims to be transformative on two levels: the first in that the change it effects in policy and practice will promote the opportunity of all Refugees and Asylum seekers to be full, equal and active citizens, participating in and contributing equally to the social, economic, political and cultural life of the region; the second is that by genuinely being part of the process through which those changes are brought about, our members gain the essential knowledge, skills, networks and confidence to be active agents in further change and develop leadership in civil society.

Overcoming marginalisation and exclusion within the region, and promoting the ability of the community of refugees to participate in and contribute to the social, cultural and economic wealth of the region on an equal basis, will be in the interest of the whole regional community.

The achievements of the charity have been recognised through several awards: 'Community Organisation of the Year' award at the Tees Valley BME Achievement Awards 2012 and 'Outstanding small/medium organisation' at the North East Voluntary & Community Sector Awards 2013.

Volunteers

The Charity's Board of Trustees are all themselves volunteers and dedicate many hours annually to their Governance and representational roles. Our Collective Action is lead by key volunteers from across the membership who are committed to progressing particular issues. Other volunteers offer their specific skills for particular activities, such as IT work and video production. The success of the Charity depends on the degree of voluntary participation and contribution of the membership in the range of activities it organises.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

ACHIEVEMENT AND PERFORMANCE Achievements 1 August 2023 - 31 July 2024

1. EMPOWERING REFUGEE AND ASYLUM SEEKER-LED COMMUNITY ACTION

Since July 2023 support to empower RAS to develop their ideas to support their community has been delivered across the North East region through our new partnership with MVDA (Middlesbrough Voluntary Development Agency). This partnership delivers our commitment to ensuring RCOs and would be RAS community mobilisers continue to have access to dedicated CDW and capacity building support that meets the specific and additional challenges they face in developing community action and which enables peer learning. This support also builds connections between RCOs, and between RCOs and local infrastructure organisations.

107 episodes of 1 - 1 support have been delivered to community mobilisers across the region (plus a significant number of calls, WhatsApp and emails) to help RCOs develop and implement actions to address challenges faced by their communities. 35 RCOs have been supported in this reporting period with 9 new RCOs being supported to develop and become RRF members.

With the support of our Communications Officer, who delivers the Secretariat role, 5 learning communities were organised for members that promoted peer learning on shared issues. These group meetings enable RCOs to meet together to explore causes and solutions for issues shared across their communities. Members were able to discuss real challenges, problem solve, fill in knowledge gaps about how systems work here, make connections, develop practical ideas and motivate and support each other. RCOs are also linked to local and regional networks and resources that could help them achieve their vision.

Feedback from members has been positive and the RRF is now talking to MVDA about continuing this partnership into 2025.

2. INFLUENCING POLICY AND PRACTICE THAT WILL PROMOTE SETTLEMENT AND INTEGRATION OF RAS

We continued to address challenges at Move on and promote routes to employability, skills transfer and financial inclusion. We developed the agenda and Chaired the quarterly meetings of the North East Migration Partnership's Move on & Economic Inclusion Subgroup through to 31/12/23. This multi-agency, multi-sector group is focused on identifying and removing barriers faced by new status Refugees at Move on and in achieving financial and economic inclusion. The quarterly meetings have continued to engage over 30 staff from key agencies across the region including Home Office contractors, Local Authorities, VCSE and the DWP. They say they find the meetings very valuable for their understanding, planning and delivery.

The VCSE is able to share evidence of persisting and emerging gaps in support or break down in procedures. The DWP engages with the group to pick up on these issues and consult on new initiatives to meet the needs of new status refugees, such as helping them make the business case for a range of commissioned ESOL for employability courses. Home Office grant holders such as NE RISE (RTOF pilot) and contractors such as Reed in Partnership who deliver the new Refugee Employability Programme across the region present regular updates to the group, gain feedback and recommendations, and are able to develop conversations with agencies met through the subgroup. We are also able as a group to send questions directly to the Home Office for clarification of policy and procedures.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

We were commissioned by the North East Migration Partnership to complete the 'Move on Guide'. This is a series of 11 themed audio tracks, each delivering key messages identified by our members and by front line advisers delivering the NE RISE programme. They cover things that refugees want asylum seekers to know when they move on from asylum support to independent living. The Guide aims to prepare asylum seekers for the Move on moment and demonstrate why they act without delay. The guide was translated into 9 languages by our members and will be available for any organisation or individual to use via the NEMP website.

FINANCIAL REVIEW

Principal funding sources

Funding for the organisation's programmes is derived from grant funding from charitable foundations, the grants being restricted funds.

Core costs for influencing policy and practice were provided by The Millfield House Foundation. We are proud to have been supported by them since 2007, and to be one of their first Strategic Partner Organisations. Core costs of empowering RAS community advocacy and action have been supported by grants from the National Lottery Community Fund and the Grigor McClelland Fund at the Community Foundation serving Tyne & Wear and Northumberland.

We secured one new commission in this financial year.

> £6,450 from the North East Migration Partnership to produce the Move on Guides in 9 languages

Reserves policy

Whenever possible we operate a reserves policy of maintaining reserves at 3 months full operational costs.

We are mindful of challenges our organisation faces in terms of sustainability particularly in an often changing environment. Employment contracts relate directly to project funding secured and the tenancy on our office has been negotiated for short notice.

Financial position

Incoming resources in the year were £74,280 of this £70,261 related to project restricted activities.

There was a deficit of £22,607 in the year. At 31 July 2024 total reserves were £27,381 of which £21,941 represented unrestricted funds.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

FUTURE PLANS

The RRF is now going through a period of transition whilst we develop a new 3-year plan for the organisation and our staffing is re-structured.

In 2023 Trustees carried out a consultation with its member RCOs to identify their priorities in the post-Covid recovery period and in the context of the cost-of-living crisis and radical changes in UK Asylum law and policy. Members were clear that the focus should be on supporting RCOs and their communities and that RCOs did not have the 'bandwidth' for policy work whilst facing these challenges. The RRF's policy focused work has been supported by grants from the Millfield House Foundation since 2007 and the RRF had to make the decision not to continue as an MHF Strategic Partner whilst members had no capacity to engage in a programme of policy change. The post of CEO therefore came to an end on 31/12/23.

In May - July 2024 we undertook an extensive Listening Exercise with our members to identify their priorities for 2025 to 2027. A total of 26 RCO leaders contributed their views and experience. They were equally men and women, from 18 countries of origin and now living across 10 of the 12 local authorities of the North East region. From this we have developed a costed 3-year action plan that builds on the areas of policy and practice, and empowerment support, that members identified and which will be delivered in partnership with MVDA.

We are now in a fundraising phase to secure the resources and capacity needed to deliver this plan.

Meanwhile RCOs will continue to be supported through our ongoing partnership with MVDA while our Communications Officer will continue to share a range of policy updates and information with and between members.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Regional Refugee Forum North East is a registered Charity and governed by a Constitution signed on 4th March 2003 and incorporating changes made at the EGM held on 20th March 2012.

Recruitment and appointment of new trustees

The Board of Trustees, consists of at least three and not more than nine individuals all of whom must be members (but must not be paid employees) of the Association. The Board is made up of up to seven elected members, each elected to serve for 3 years, and up to two members co opted by the Board to hold office until the next AGM.

The membership of the organisation is determined by the Constitution as are the rules for electing its Trustees. Full Membership of the organisation is open to any refugee or asylum seeker-led community organisation interested in promoting the objects, whose application for membership has been approved by Trustees and ratified by the full membership at a general meeting. Trustees must belong to a member organisation. All member organisations may nominate representatives of any member organisation to stand for election and may vote in the election. Trustees may stand for re-election. Officers are elected by the Trustees at their first meeting following the AGM. Trustees can also appoint Advisers as they see fit. Advisers serve in a non-voting capacity.

Only one member of any member organisation can serve as a Trustee at any one time. Trustees do not serve on the Committee as representatives of their member organisation, but are elected to serve the interests of the whole membership. Trustees bring with them the experience of serving a member organisation. They are elected on the basis of their individual skills, expertise and commitment to service and support the aims of the organisation and interests of the whole community of refugees and asylum seekers in the region.

Trustees dedicate their time and expertise voluntarily to the organisation.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Trustees are tasked with overseeing the development and implementation of work programmes that will achieve the organisation's objectives, ensuring plans are rooted in the needs and priorities of the membership. Trustees carry responsibility for ensuring that the organisation is run according to its Constitution, adopted policies and procedures, legal requirements and within its financial means and the agreements made with our funders.

Trustees held 3 governance meetings and an 2 AGMs in this reporting year.

During the reporting period the Trustees employed 2 staff. The Chief Executive Officer (who is the senior staff member) to 31st December 2023, and the Communications Support Officer (part time). The CEO has been responsible for day-to-day management of staff, activities and expenditure according to grant agreements for producing written reports which detail work in progress towards targets and refers a range of issues to the Trustees for consideration and decisions. Trustees are responsible for final decisions relating to contracts, funding, recruitment, and employment issues.

Induction and training of new trustees

Trustees elected at the AGM attend an Induction Day with those continuing to serve and outgoing trustees to provide an opportunity to visit the objectives, values and principles of the organisation and consider its strengths and the opportunities and challenges faced. Senior staff provide a briefing on the Annual Plan and budget.

Training suitable to meet the needs identified by Trustees can be organised at any time throughout the year.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties

Community sector relations:

The Organisation is related to refugee and asylum-led community organisations (RCOs) some of which are registered charities, who are active across the North East region through their membership of the organisation or through their participation in our activities. Trustees are elected by the membership from the membership, and therefore our Trustees are all also members of member organisations.

Voluntary sector relations:

The charity recognises itself as part of a very active voluntary and community sector dedicated to supporting the settlement and integration of refugees and asylum seekers in the North East region. It has historic and continued special relations with the North of England Refugee Service, where the RRF first began as a project. At a national level we contribute to national NGO advocacy and campaigning. Where appropriate to pursue our objectives, we create regional campaign alliances with interested bodies.

Public Sector relations:

We work to develop constructive and collaborative direct engagement processes with public sector bodies who have a role in developing policy and in commissioning and delivering local services. Our willingness to proactively enter into on-going, open conversation as to potential issues impacting on asylum seekers and refugees, focusing on solutions rather than 'blame', has been identified as a significant positive for improving access to services. We maintain close working relations with key public sector agencies, including the DWP, Jobcentre Plus, Public Health, NHS, the region's three police forces and the Universities of Durham, Teesside and Sunderland.

We also work closely with the North East Migration Partnership, established in December 2014 under an enabling grant from the Home Office. Led by Middlesbrough Council, the Partnership is a local authority led collaboration of organisations across the statutory and voluntary sector and includes input from the private sector contractors who deliver the asylum support contracts. They come together to provide strategic direction and insight on asylum and refugee related issues. The Partnership also seeks to provide policy and integration support and guidance on wider migration issues. The RRF has been one of the 2 VCS members of its Asylum & Migration Stakeholder Group and a member of all 12 local authority Multi-agency meetings. The RRF also formed and Chaired its Move On & Economic Inclusion Subgroup through to December 2023.

We also engage with Home Office contractors The Mears Group, who deliver the AASC (asylum seeker accommodation) contract in the North East, and with Migrant Help who deliver the AIRE contract. Our aim is to support the highest standards of contract delivery through brokering relations and enabling the consumer voice to inform service delivery.

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

We have a range of customised Employment and Health & Safety policies and procedures created by professional Employment Law and Health & Safety specialists to ensure the organisation operates according to legislation and quality management standards.

The senior staff member is responsible for the overall day to day financial management. We outsource additional accounting functions for production of quarterly management accounts which are reported to the Treasurer and Trustees so that they can ensure the organisation remains within its financial capacity, and enables forward planning. Our Annual Accounts are independently examined by Read Milburn & Co.

The community we serve and volunteers who participate in our work are exceptional in that many are not entitled to work, receive support on a no-cash basis only, or have no recourse to any public funds. They therefore have no cash to purchase travel tickets to participate in activities or to purchase childcare. Consequently we have a high level of petty cash transactions to refund out of pocket expenses. We have a robust petty cash recording and accounting system to manage this.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1109815

Principal address

Broadcasting House
2nd Floor, Vanguard Suite
Gilkes Street
Middlesbrough
Teeside
TS1 5JA

Trustees

Name	Office	Appointed
Ramatoulie Saidykhan	Chair	15 July 2022
Alice Mupaya Masuku	Treasurer	15 July 2022
Nishanthini Mayurathan	Secretary	15 July 2022
Nida Muzaffar		15 July 2022
Larry Amadi-Emina	resigned 16 July 2024	15 July 2022
Printha Muthukumar	resigned 16 July 2024	15 July 2022
Degu Tariku	resigned 16 July 2024	15 July 2022
Jeffreys Muguti	resigned 16 July 2024	15 July 2022
Riada Kulani		16 July 2024
Samsoudini Moussa		16 July 2024
Mohamed Ali		16 July 2024
Asad Ibrahim		16 July 2024

Senior staff

Georgina Fletcher	Chief executive officer to 31 December 2023
Suraiya Riyaz	Communications officer from 1 January 2024

THE REGIONAL REFUGEE FORUM NORTH EAST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 JULY 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Read, Milburn & Co
71 Howard Street
North Shields
Tyne and Wear
NE30 1AF

Bankers

TSB Bank plc
St Mary's Place
Newcastle upon Tyne
NE1 7PR

Approved by order of the board of trustees on 5 December 2024 and signed on its behalf by:

A handwritten signature in purple ink, appearing to read 'R Saidykhan', is written over a faint circular stamp or watermark.

R Saidykhan - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE REGIONAL REFUGEE FORUM NORTH EAST

Independent examiner's report to the trustees of The Regional Refugee Forum North East

I report to the charity trustees on my examination of the accounts of The Regional Refugee Forum North East (the Trust) for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

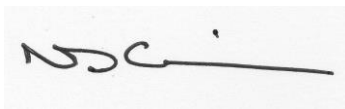
I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Nicholas J Liley FCA

Read, Milburn & Co
North Shields

13 May 2025

THE REGIONAL REFUGEE FORUM NORTH EAST

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2024

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	500	500	-
Charitable activities					
Grant income	3	-	69,761	69,761	51,996
Other income		<u>4,019</u>	<u>-</u>	<u>4,019</u>	<u>5,834</u>
Total		<u>4,019</u>	<u>70,261</u>	<u>74,280</u>	<u>57,830</u>
EXPENDITURE ON					
Charitable activities					
Salaries and NIC	4	26,355	38,141	64,496	75,820
General running expenses		611	6,326	6,937	10,888
Training staff and volunteers		-	-	-	1,575
Participant travel and childcare expenses		377	412	789	421
Activity expenses		508	23,641	24,149	10,657
Staff travel		<u>35</u>	<u>481</u>	<u>516</u>	<u>338</u>
Total		<u>27,886</u>	<u>69,001</u>	<u>96,887</u>	<u>99,699</u>
NET INCOME/(EXPENDITURE)		(23,867)	1,260	(22,607)	(41,869)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>45,808</u>	<u>4,180</u>	<u>49,988</u>	<u>91,857</u>
TOTAL FUNDS CARRIED FORWARD		<u>21,941</u>	<u>5,440</u>	<u>27,381</u>	<u>49,988</u>

The notes form part of these financial statements

THE REGIONAL REFUGEE FORUM NORTH EAST

BALANCE SHEET 31 JULY 2024

	Notes	2024 £	2023 £
CURRENT ASSETS			
Debtors	10	5,295	682
Cash at bank and in hand		<u>29,049</u>	<u>100,600</u>
		34,344	101,282
CREDITORS			
Amounts falling due within one year	11	(6,963)	(51,294)
		<u>27,381</u>	<u>49,988</u>
NET CURRENT ASSETS			
		<u>27,381</u>	<u>49,988</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>27,381</u>	<u>49,988</u>
NET ASSETS		<u>27,381</u>	<u>49,988</u>
FUNDS	13		
Unrestricted funds		21,941	45,808
Restricted funds		<u>5,440</u>	<u>4,180</u>
TOTAL FUNDS		<u>27,381</u>	<u>49,988</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 5 December 2024 and were signed on its behalf by:



R Saidykhan - Trustee



A Mupaya - Trustee

The notes form part of these financial statements

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The presentation currency of the financial statements is the Pound Sterling (£).

Going concern

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. The Trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
Donations	<u>-</u>	<u>500</u>	<u>500</u>	<u>-</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	2024 Grant income £	2023 Total activities £
Millfield House Foundation	38,500	42,000
Community Foundation serving Tyne & Wear and Northumberland	24,811	9,996
North East Migration Partnership	<u>6,450</u>	<u>-</u>
	<u>69,761</u>	<u>51,996</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Salaries and NIC	62,069	2,427	64,496
General running expenses	-	6,937	6,937
Participant travel and childcare expenses	789	-	789
Activity expenses	24,149	-	24,149
Staff travel	<u>516</u>	<u>-</u>	<u>516</u>
	<u>87,523</u>	<u>9,364</u>	<u>96,887</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

5. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Salaries and NIC	2,427	-	2,427
General running expenses	<u>5,160</u>	<u>1,777</u>	<u>6,937</u>
	<u>7,587</u>	<u>1,777</u>	<u>9,364</u>

Support costs, included in the above, are as follows:

			2024	2023
	Salaries and NIC	General running expenses	Total activities	Total activities
	£	£	£	£
Finance officer's salary	2,427	-	2,427	3,839
Rent and utilities	-	1,674	1,674	3,779
Insurance	-	414	414	489
Telephone and internet charges	-	2,663	2,663	2,176
Stationery and postage	-	398	398	242
Cleaning and office sundries	-	-	-	29
Repairs and equipment	-	-	-	95
IT and software support	-	11	11	2,260
Trustees' remuneration etc	-	412	412	15
Accountancy and payroll charges	<u>-</u>	<u>1,365</u>	<u>1,365</u>	<u>1,803</u>
	<u>2,427</u>	<u>6,937</u>	<u>9,364</u>	<u>14,727</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 July 2024 nor for the year ended 31 July 2023.

Trustees' expenses

	2024	2023
	£	£
Trustees' expenses	<u>412</u>	<u>15</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

7. STAFF COSTS

	2024	2023
	£	£
Wages and salaries	40,525	59,590
Social security costs	4,072	5,908
Other pension costs	<u>609</u>	<u>1,484</u>
	<u>45,206</u>	<u>66,982</u>

The charity's key management personnel comprise the Trustees and the Chief Executive Officer. The total employee benefits of the key management personnel were £30,590 (2023 - £53,999).

The average monthly number of employees during the year was as follows:

	2024	2023
Project	2	2
Finance	<u>1</u>	<u>1</u>
	<u>3</u>	<u>3</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable activities			
Grant income	-	51,996	51,996
Other income	<u>5,834</u>	<u>-</u>	<u>5,834</u>
Total	<u>5,834</u>	<u>51,996</u>	<u>57,830</u>
EXPENDITURE ON			
Charitable activities			
Salaries and NIC	13,515	62,305	75,820
General running expenses	777	10,111	10,888
Training staff and volunteers	-	1,575	1,575
Participant travel and childcare expenses	-	421	421
Activity expenses	276	10,381	10,657
Staff travel	<u>-</u>	<u>338</u>	<u>338</u>
Total	<u>14,568</u>	<u>85,131</u>	<u>99,699</u>
NET INCOME/(EXPENDITURE)	(8,734)	(33,135)	(41,869)
Transfers between funds	<u>(2,604)</u>	<u>2,604</u>	<u>-</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 JULY 2024**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
Net movement in funds	(11,338)	(30,531)	(41,869)
RECONCILIATION OF FUNDS			
Total funds brought forward	57,146	34,711	91,857
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS CARRIED FORWARD	<u>45,808</u>	<u>4,180</u>	<u>49,988</u>

9. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 August 2023 and 31 July 2024	<u>1,819</u>	<u>9,983</u>	<u>11,802</u>
DEPRECIATION			
At 1 August 2023 and 31 July 2024	<u>1,819</u>	<u>9,983</u>	<u>11,802</u>
NET BOOK VALUE			
At 31 July 2024	<u>-</u>	<u>-</u>	<u>-</u>
At 31 July 2023	<u>-</u>	<u>-</u>	<u>-</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Other debtors	-	120
Prepayments	<u>5,295</u>	<u>562</u>
	<u>5,295</u>	<u>682</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Taxation and social security	646	1,256
Other creditors	<u>6,317</u>	<u>50,038</u>
	<u>6,963</u>	<u>51,294</u>

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund	Restricted funds	2024 Total funds	2023 Total funds
	£	£	£	£
Current assets	23,727	10,617	34,344	101,282
Current liabilities	<u>(1,786)</u>	<u>(5,177)</u>	<u>(6,963)</u>	<u>(51,294)</u>
	<u>21,941</u>	<u>5,440</u>	<u>27,381</u>	<u>49,988</u>

13. MOVEMENT IN FUNDS

	At 1/8/23 £	Net movement in funds £	At 31/7/24 £
Unrestricted funds			
General fund	45,808	(23,867)	21,941
Restricted funds			
Millfield House Foundation-Future Planning	2,500	(2,500)	-
The Daphne & Martin Cookson and Sara Alexandra Bernstone Funds at the Community Foundation for Tyne & Wear and			
Northumberland-Promotional Film on the work of refugee led community action	1,680	(1,680)	-
International Rescue Committee-Healing Spaces Training Partnership	-	390	390
North East Migration Partnership-Move On Audio Guide	<u>-</u>	<u>5,050</u>	<u>5,050</u>
	<u>4,180</u>	<u>1,260</u>	<u>5,440</u>
TOTAL FUNDS	<u>49,988</u>	<u>(22,607)</u>	<u>27,381</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

13. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	4,019	(27,886)	(23,867)
Restricted funds			
Millfield House Foundation-Strategic Partners	38,500	(38,500)	-
Millfield House Foundation-Future Planning	-	(2,500)	(2,500)
The Daphne & Martin Cookson and Sara Alexandra Bernstone Funds at the Community Foundation for Tyne & Wear and Northumberland-Promotional Film on the work of refugee led community action	-	(1,680)	(1,680)
Grigor McClelland at the Community Foundation for Tyne & Wear and Northumberland-Core Costs associated with Community Development Support and Collective Voice Work International Rescue Committee-Healing Spaces Training Partnership	24,811	(24,811)	-
North East Migration Partnership-Move On Audio Guide	500	(110)	390
	<u>6,450</u>	<u>(1,400)</u>	<u>5,050</u>
	<u>70,261</u>	<u>(69,001)</u>	<u>1,260</u>
TOTAL FUNDS	<u>74,280</u>	<u>(96,887)</u>	<u>(22,607)</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 JULY 2024**

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/8/22 £	Net movement in funds £	Transfers between funds £	At 31/7/23 £
Unrestricted funds				
General fund	57,146	(8,734)	(2,604)	45,808
Restricted funds				
Millfield House Foundation-Strategic Partners	8,261	(10,865)	2,604	-
Jill Franklin Trust-RCO Development Empowering Community Organisers-National Lottery	1,000	(1,000)	-	-
Community Fund	18,336	(18,336)	-	-
Building Capabilities-National Lottery Community Fund	1,317	(1,317)	-	-
Community Foundation for Tyne and Wear and Northumberland-Train the Trainers	297	(297)	-	-
Millfield House Foundation-Future Planning	2,500	-	-	2,500
The Daphne & Martin Cookson and Sara Alexandra Bernstone Funds at the Community Foundation for Tyne & Wear and Northumberland-Promotional Film on the work of refugee led community action	<u>3,000</u>	<u>(1,320)</u>	<u>-</u>	<u>1,680</u>
	<u>34,711</u>	<u>(33,135)</u>	<u>2,604</u>	<u>4,180</u>
TOTAL FUNDS	<u>91,857</u>	<u>(41,869)</u>	<u>-</u>	<u>49,988</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	5,834	(14,568)	(8,734)
Restricted funds			
Millfield House Foundation-Strategic Partners	42,000	(52,865)	(10,865)
Jill Franklin Trust-RCO Development Empowering Community Organisers-National Lottery Community Fund	-	(1,000)	(1,000)
Building Capabilities-National Lottery Community Fund	-	(18,336)	(18,336)
Community Foundation for Tyne and Wear and Northumberland-Train the Trainers	-	(1,317)	(1,317)
The Daphne & Martin Cookson and Sara Alexandra Bernstone Funds at the Community Foundation for Tyne & Wear and Northumberland-Promotional Film on the work of refugee led community action	-	(297)	(297)
Grigor McClelland at the Community Foundation for Tyne & Wear and Northumberland-Core Costs associated with Community Development Support and Collective Voice Work	-	(1,320)	(1,320)
	<u>9,996</u>	<u>(9,996)</u>	<u>-</u>
	<u>51,996</u>	<u>(85,131)</u>	<u>(33,135)</u>
TOTAL FUNDS	<u><u>57,830</u></u>	<u><u>(99,699)</u></u>	<u><u>(41,869)</u></u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/8/22 £	Net movement in funds £	Transfers between funds £	At 31/7/24 £
Unrestricted funds				
General fund	57,146	(32,601)	(2,604)	21,941
Restricted funds				
Millfield House Foundation-Strategic Partners	8,261	(10,865)	2,604	-
Millfield House Foundation-Future Planning	2,500	(2,500)	-	-
The Daphne & Martin Cookson and Sara Alexandra Bernstone Funds at the Community Foundation for Tyne & Wear and Northumberland-Promotional Film on the work of refugee led community action	3,000	(3,000)	-	-
International Rescue Committee-Healing Spaces Training Partnership	-	390	-	390
North East Migration Partnership-Move On Audio Guide	-	5,050	-	5,050
	<u>13,761</u>	<u>(10,925)</u>	<u>2,604</u>	<u>5,440</u>
TOTAL FUNDS	<u>91,857</u>	<u>(64,476)</u>	<u>-</u>	<u>27,381</u>

THE REGIONAL REFUGEE FORUM NORTH EAST

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 JULY 2024

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	9,853	(42,454)	(32,601)
Restricted funds			
Millfield House Foundation-Strategic Partners	80,500	(91,365)	(10,865)
Millfield House Foundation-Future Planning	-	(2,500)	(2,500)
The Daphne & Martin Cookson and Sara Alexandra Bernstone Funds at the Community Foundation for Tyne & Wear and			
Northumberland-Promotional Film on the work of refugee led community action	-	(3,000)	(3,000)
Grigor McClelland at the Community Foundation for Tyne & Wear and Northumberland-Core Costs associated with Community Development Support and Collective Voice Work	34,807	(34,807)	-
International Rescue Committee-Healing Spaces Training Partnership	500	(110)	390
North East Migration Partnership-Move On Audio Guide	<u>6,450</u>	<u>(1,400)</u>	<u>5,050</u>
	<u>122,257</u>	<u>(133,182)</u>	<u>(10,925)</u>
TOTAL FUNDS	<u>132,110</u>	<u>(196,586)</u>	<u>(64,476)</u>

The restricted funds comprise grants received from funders for a specific purpose or project and can be expended only in the way already agreed to by the charity.

THE REGIONAL REFUGEE FORUM NORTH EAST

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 JULY 2024**

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 July 2024.

THE REGIONAL REFUGEE FORUM NORTH EAST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	500	-
Charitable activities		
Millfield House Foundation	38,500	42,000
Community Foundation serving Tyne & Wear and Northumberland	24,811	9,996
North East Migration Partnership	<u>6,450</u>	<u>-</u>
	69,761	51,996
Other income		
Other income	<u>4,019</u>	<u>5,834</u>
Total incoming resources	74,280	57,830
EXPENDITURE		
Charitable activities		
Wages	38,098	55,751
Social security	4,072	5,908
Pensions	609	1,484
Staff travel	516	338
Participants costs	789	421
Training	-	1,575
Research costs	-	7,232
Working groups	683	570
Redundancy payment	19,290	8,838
Sessional worker	2,690	2,855
Empowering RAS-led Community Action	18,800	-
Listening Exercises	<u>1,976</u>	<u>-</u>
	87,523	84,972
Support costs		
Management		
Finance officer's salary	2,427	3,839
Rent and utilities	1,674	3,779
Insurance	414	489
Telephone and internet charges	2,663	2,176
Carried forward	7,178	10,283

This page does not form part of the statutory financial statements

THE REGIONAL REFUGEE FORUM NORTH EAST

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 JULY 2024**

	2024 £	2023 £
Management		
Brought forward	7,178	10,283
Stationery and postage	398	242
Cleaning and office sundries	-	29
Repairs and equipment	-	95
IT and software support	<u>11</u>	<u>2,260</u>
	7,587	12,909
Governance costs		
Trustees' expenses	412	15
Accountancy and payroll charges	<u>1,365</u>	<u>1,803</u>
	<u>1,777</u>	<u>1,818</u>
Total resources expended	<u>96,887</u>	<u>99,699</u>
Net expenditure	<u><u>(22,607)</u></u>	<u><u>(41,869)</u></u>

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