



(A COMPANY LIMITED BY GUARANTEE)

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

Company No: 4688707

Charity No: 1114290

**ABACUS PARTNERS (LDN) LLP
CHARTERED CERTIFIED ACCOUNTANTS &
STATUTORY AUDITORS
UNIT A, ABBOTTS WHARF
93 STAINSBY ROAD
LONDON E14 6JL**

APASEN

(A COMPANY LIMITED BY GUARANTEE)

Directors / Trustees	Mr Amir Hussain	Chairman
	Mr Tobaris Ali	Secretary
	Ms Suraiya Khatun	Treasurer
	Mr Syed Gulab Ali	
	Ms Momota Begum	
	Mrs Shoriful Nessa	
	Mr. Luqueman Hussain	Appointed 21/04/2020
	Ms Sultana Monaf	Appointed 21/04/2020

CEO Mr Mahmud Hasan

Company number 4688707

Charity number 1114290

Principal and Registered Office Carmine Wharf
30 Copenhagen Place
London E14 7FF

Auditors

Abacus Partners (Ldn) LLP
Statutory Auditors
Unit A, Abbots Wharf
93 Stainsby Road
London E14 6JL

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FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2021

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Trustees' Report
for the year ended 31 March 2021

The trustees, who are also the Directors of the Company for the purpose of the Companies Act, present their Annual Report and the financial statements for the year ended 31 March 2021.

Incorporation and Change of name

The company was incorporated on 6 March 2003 as Asian Parents Association for Special Educational Needs in Tower Hamlets. The name of the company was changed to Apasen, on 29 September 2016, by special board resolution.

Principal activities

Apasen's principal activity is the provision of social and community care services. Our objects make specific reference to the following aims:

- To relieve poverty, social exclusion and deprivation for people with learning difficulties and/or with physical disabilities or other charitable needs.
- To provide advice, support, information, counselling and training to those in need.
- To establish and maintain centres for health, education and recreation.
- To provide care and support to those in charitable need.

The entity is organised with a committee (Board of Directors) elected by the members, to oversee its overall activities, and one of the committee members, is nominated as Chairperson, to monitor day to day running.

Directors and principal officers

The following officers of the Company have held office for the whole of the year.

Mr. Amir Hossain	Chairman
Mr. Tobaris Ali	Secretary
Ms. Suraiya Khatun	Treasurer

The Board of Directors can appoint additional directors under the terms of the Company's Articles of Association.

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Introduction

Despite the pandemic, Apasen has progressed steadily and strived to attain its organisational goals during 2020-21 financial year. One of the biggest achievements was securing the smooth takeover of North East Home and Community Services and the starting of Home Care services operation in Redbridge. In addition, Apasen has achieved the GOLD award in Investor In People, as being the provider of quality services for the community. Following the current business plan, Apasen has started the 'befriending project' designed for the most vulnerable people, who are either isolated or under- represented in the society. Apasen has continuously been improving its services, widening provisions and fulfilling the strategic priorities and targets according to the current business plan.

Home and Community Services:

Apasen Home & Community Services upheld its commitment in delivering quality services during this financial year. We are delighted to report on our success in securing new contract in London Borough of Redbridge (LBR) as well as London Borough of Barking and Dagenham (LBBD) in the beginning of 2020.

The COVID-19 pandemic has brought about changes we've never seen before, and the sudden impact of the lockdown was one of the biggest challenges many businesses and communities have ever faced. Within a few hours of the Government's announcement of lockdown in March, we communicated with all our office-based staff to make an emergency strategy incorporating the PHE and Government's infection control and a safe working environment. Some of our operation staff were expected to work from and we immediately provided all the necessary equipment and infrastructure to do so. There are many dimensions to the COVID-19 pandemic and the humanitarian implications have been enormous. The impact on our organisation, our service users, our staff and our communities were immediate but the wide-ranging financial disruption would be a major concern in coming days.

At the end of the financial year, Tower Hamlets commissioning selected Apasen to take over the Unique contract, Tower Hamlets NE Home Care. It is sad and unfortunate that Unique provider are being decommissioned for that quadrant. However, when new opportunity like this comes along, we take on as new challenges, the model of operation and the specification is almost the same as the Tower Hamlets (SW) quadrant. In this difficult period, we encountered a new challenge in managing the TUPE transfer for the NE project. The Home care team has always embraced new challenges and looks forward to working in the two new boroughs. Whilst the volume starts to increase gradually for our new Redbridge contract, we secured a temporary satellite office in the Ilford area to deliver the services. In December 2020, we managed to secure a long-term lease in High Road Ilford to run the full operation of Home Care in Redbridge.

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During this period, our Home Care services helped and supported over 600 service users living in the community with their daily living tasks including washing, dressing, medication, and mobilising. Being the lead provider in the quadrant and taking on urgent responses and referrals has significantly increased our weekly hours in March 2021 to 8800 hrs. p/w. We have continuously been able to recruit new care staff last year and currently holding 430 staff on payroll although we are in high demand of experienced male care staff.

With no precedence for handling this extraordinary event, our goal was to use our expertise and resources to help deliver safe services that make as big a difference as we could for our service users, our staff, and the broader community. It has changed our ways of working for good and helped re-imagine new ways of delivering safe services to our service users and protecting our staff. We have been profoundly impressed by the resilience of our staff and business have shown as we've adapted to new ways of working safely while retaining an unrelenting focus on the health and wellbeing of our service users and communities.

At this time of incredible strains on Health and Social Care service provisions across the land, we worked alongside many Local Authorities, Public Health England as well as the NHS to source up-to-date information and guidance, PPE and generally help prevent the virus spreading while ensuring that staff, service users and all that we serve across London, particularly those most vulnerable, are protected as much as possible.

Opportunity Zone:

East London Opportunity Zone Based in Tower Hamlets provides daytime opportunities for adults (16+) with Learning and physical disabilities from diverse multi-ethnic and cultural backgrounds. Services are provided using four different Hub locations, Space and Orbit Hub at Carmine Wharf, Galaxy Hub at Brady Art Centre, and a new Hub for employment group service users at Montefiore Centre.

Our experienced and qualified staff support them to enjoy their day at the centre through learning new skills on daily basis and to gain meaningful life skills and employment opportunities, be socially integrated, attain greater independence, encourage, and motivate them to live a healthy lifestyle using a person-centred approach.

During the period of April 2020 – March 2021 we were making welfare and courtesy calls to all the learners and provided virtual and outreach services since the first lockdown (March 2020). We have provided regular activity materials to every service user based on their individual choices. Allocated Key Workers were actively involved throughout the week and allocated days with their allocated service users via social media were run with person centred activities, virtually and via video calls.

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We were continuing to providing outreach services to 56 learners since August 2020 and virtual services for rest of the learners. Later we increased outreach services to about 62 learners out of the total 73 learners; although we continue to conduct courtesy and welfare calls alongside this, whilst supplying the remaining 11 learners with activity materials and soft games.

Having said that, OZ staff have been engaged in both online and face to face training since the beginning of the lockdown with mandatory and essential training all through the year. Amongst the training they have taken part in are Risk Assessment, Conflict Management, Advance Positive Behaviour, Safeguarding, IPC, PPE, Covid 19, and other iHASCO online training courses.

We are proud to have organised the first online successful International Day of Persons with Disabilities (IDPD) event last year. The turnout for this event was massive despite the fact it was virtual. This events further helped us to stand out and create a position for our organisation in Tower Hamlets.

Finally, the team have been very strong, resilience, hardworking and most importantly have not allowed the Covid-19 pandemic to deter them from providing outreach service. Remote and every other support to our service users during this difficult period was undoubtedly valuable.

Opportunity Zone Croydon:

Apasen Croydon Opportunity Zone (COZ) - Day Care Service provides services for people with learning and physical disabilities who are 16 and over from Multi-cultural and Multi-ethnic backgrounds. During April 2020 – March 2021, we have provided services to 19 service users keeping them active and developing their life-skills in various ways. Due to covid-19, a maximum of 16 service users were allowed to attend Day Care daily to maintain bubble system following the guidance from government and PHE.

The centre was closed from 23rd March to 13th September 2020 for the first lockdown due to Covid-19. We reopened our services on 14th September 2020. During this period, we have provided virtual and outreach services to our clients. We have added 2 new service users who have joined our day care service and that has increased our revenue. Yet, we have lost one of our service users due to the user's own personal circumstances. Being an exclusive service provider in the borough, we are still receiving referral from the local authority, and we hope that we will be able to provide quality services from our newly purpose-built centre.

Croydon Opportunity Zone provided 25 different indoor and outdoor activities. We are working in partnership with Crystal Palace FC and Service users used to play football every Wednesday for a substantial amount of time. Currently football sessions are cancelled due to Coronavirus. A considerable number of service users took part in Cycling in the Croydon Sport Centre, and gym and swimming sessions in Croydon Leisure Centre. These were extremely helpful to keep them fit and healthy. COZ provided culturally sensitive services which included faith and language related provisions to female and male adults with special needs from diverse backgrounds. The

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aim was to provide services to uphold the service users' rights, Independence, choice & control, and inclusion, towards leading a more fulfilled life. Also, our aim is to include new activities every 3 months after consulting with service users.

This project has a fantastic multicultural team comprising of a qualified worker from Asian, African and Middle Eastern ethnicities. A range of stimulating activities and services being offered for the service users include: Life Skills (Literacy, Numeracy, ICT, Basic food preparation, Money counting skills, Time skills, Knitting, Sewing, Drama, Pottery, Road Safety Awareness), Community Access (Visit to Mosques, Temples and Libraries, Day Trips, Culture and Diversity celebrations, Shopping, Bowling), Health Activity (Health Awareness Talks, Yoga, Gym, Swim, Walk, Cycling), Leisure ; Sport (Pool, Football, Badminton, Basketball).

Two senior project workers have been appointed internally and started in June 2021. Also, one project worker has been appointed who started working in July 2021. COZ has been providing support for local students and volunteers as work experience under the supervision of project manager. COZ staff are dedicated to support our vulnerable clients and working impatiently Indoors and outdoors since Covid-19 started.

Training in Social Care (ATSC): Project report (2020-2021)

- A tailor-made ATSC Training Suite, situated at G3, Whitechapel Centre, London E1 1HL has started its operation from 20th April 2021 with full of activities and training. Due to Covid restriction there was no regular classroom training on different courses since April 2021- June 2021, but we successfully arranged online training through ZOOM / TEAMS /GOOGLE MEET with our Care Workers in the UK and with the Care Officers of Apasen International BD.
- From April 2021 by maintaining social restriction, we had to arrange some essential training on Induction on Apasen, Policies & Procedures, Prevention & Control of Infection in Care, Safeguarding on Vulnerable Adults & Children and on Health and Safety. From July 2021, we have started providing other courses to our care workers at our Head Office.
- In addition to our in-house training on mandatory courses by our internal trainers and some specialised courses provided by our external training provider First Response Training, London Training Centre, we have also initiated a specialised course titled "English for Carers" and "ESOL Beginners Class" for Communication and Report Writing, designed exclusively for the carers. Apasen has a specialist trainer for those courses.
- Under the CPD Certification Service, IHASCO, an online training provider of Health and Social Care Services, we have successfully arranged online (refresher) training on various courses to over 500 nos. of Apasen care workers and office staff, and they have got their certificates as well. The IHASCO library has all the relevant courses, and our registered users can have access at any time from any places.

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In 1st Quarter (April'20-June'20), 96 trainees attended the classroom training and got certificates.

In 2nd Quarter (July'20-Sep'20), 331 trainees attended in a classroom training and got certificates.

In 3rd Quarter (Oct'20-Dec'20) 151 trainees attended in a classroom training and got certificates.

In 4th Quarter (Jan'21-March'21) 106 trainees attended in a classroom training and got certificates.

Information, Advice and Advocacy Services (IAA):

Apasen Information, Advice and Advocacy Services provides free information, and face-to-face advice & advocacy services to Tower Hamlets residents. Apasen Information, Advice and Advocacy service (IAA) service was delivered as a member of a local consortium (Local Link) of advice and advocacy providers which made joint bids for funding. This had been in operation since early 2013 up until 16th July 2021.

From 19th July 2021, Local Link has been replaced by a new service called Tower Hamlets Connect, a new IAA service in Tower Hamlets. The service is being by Age UK East London as the lead partner in a group of nine independent local organisations, sharing their skills and knowledge and working together to assist our residents. Tower Hamlets Connect partner organisations are Apasen, Bromley By Bow Centre, Deafplus, Island Advice, Limehouse Project, Positive East, Real DPO and Tower Hamlets Law Centre

Apasen Information, Advice and Advocacy services dealt with more than 500 information cases, 1151 advice, and 73 advocacy cases last year. Most of the cases were about benefits, Income Maximization, housing, travel and social care charging. Apasen achieved Quality Performance Mark (QPM) in 2019 and has been re-awarded Advice Quality Standard (AQS) with case work level in 2020 following external inspection. The QPM accreditation is valid for 3 years and AQS accreditation is valid for 2 years. This is a remarkable achievement that reflects on the professionalism of our staff members and the quality services we are providing.

We pride ourselves on the quality of our work. Training and development for our staff team is a core element to this. Our Advisers and Advocates receive training throughout their career as we believe in continuous professional development. Our advocate and Project leads have completed their Diploma in independent advocacy, which includes care act advocacy, and the managing advocate course. It is worth mentioning that an internal survey was carried out In January 2021 which found high satisfaction levels with our client base.

In the coming financial year, we will see the team attempt to build on the overall performance of the previous financial year and the successful delivery of projects in partnership with other

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agencies. We will also identify ways in which our service can be improved so that it accurately meets the needs and aspirations of the people who use it.

International Day of Persons with Disabilities Events:

Apasen has been engaged by the London Borough of Tower Hamlets to celebrate International Day of Persons with Disabilities (IDPD) event. Last year, the event took place virtually on 3 December 2020 which was different in nature comparing to all other events we celebrated previously because of COVID-19 restrictions. This year's IDPD theme was "Building Back Better: toward a disability-inclusive, accessible and sustainable post COVID-19 World".

The IDPD has been delivered as a virtual event in order to celebrate the achievements of disabled people and the initiative broadly tends to ensure a disability-inclusive society. The guest speakers of the event included John Biggs, Executive Mayor, Tower Hamlets Council, Dr Ian Basnett, Public Health Director, Barts Health NHS Trust, M Zulqar Nain, Deputy High Commissioner, Bangladesh High Commission London and Mahmud Hasan MBE, Chief Executive, Apasen & Apasen International.

We also invited two special guests Robin Das Gupta and Rukshana Begum who have been the local residents with learning disabilities. Both shared their views and unique experiences of everyday life during this pandemic. During the show, we managed to broadcast 3 documentaries that we produced to demonstrate our resilience, spread out positive messages and encouraged people with multiple disabilities and carers in this time of uncertainty.

Outcomes:

- The event was organised virtually as a LIVE public broadcast and a cross section of people from wider communities interacted throughout the programme. There had been appreciative feedbacks from the audience including service users, learners' parents and carers along with a wide range of people who believed to be inspired by the positive messages sent out during the show.
- To make the event inclusive, Apasen collaborated with all day-care service providers, people with learning disabilities and organisations related with disabilities.
- People with learning disabilities got engaged and expressed their opinions about how to improve their health, livelihood and well-being.
- The local media outlets (both print and electronic media) have given a huge coverage to the event through which an estimated 0.2 million viewers across the country have been reached out with messages about what IDPD is and why it needs to be celebrated.
- We have recorded that the event was viewed by a wider audience in the community. The event has reached out over 3732 people instantly and we are expecting more views in coming

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days. As mentioned, thousands of people already viewed the virtual celebration of IDPD and made positive comments across the social media networks (see some of comments below).

- Through this event, Apasen was able to increase awareness amongst non-disabled and disabled people about the ongoing global crisis due to COVID-19.

Apasen used to deliver additional two events every year which are Disability Sports and Fun Day and Accessible Arts and Music Day. Unfortunately, we were not able to organise those events last year due Covid-19 and lockdown restrictions but found an innovative way to celebrate the special day.

Apasen Lodge (Respite Care):

We provide permanent and short-term residential accommodation for up to ten men and women with learning disabilities and associated physical or sensory disabilities, aged between 18 and 65. At Apasen Lodge, we offer a 24-hour service to our clients. Our highly skilled members of care staff support them to live meaningful lives that include control, choice, and independence. People using our service receive planned and coordinated person-centered support that is appropriate and inclusive for them. Apasen Lodge received a "Good" rating following an inspection in October 2019. We were compliant with CQC's 5 Keys domains.

2020/21 pandemic year came with some challenges resulting in 50-60% occupancy rates. This has had significant financial impacts, with the numbers of respite users being reduced or limited. Apasen ensured that a wide range of training courses were available and completed by all staff. Subjects included, Coronavirus, Infection Prevention and Control in Care, Safeguarding Adults, Health & Safety, Basic Life Support, Duty of Care, Medication Administration, and Dignity in Care. During this period our newsletter was a method we used to update relatives over the course of the pandemic. Our relatives' survey response was excellent. We strive to maintain consistency in the quality of service we provide.

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Strategic Review – Moving Forward

The financial year-end culminated in a period where there was still some uncertainty regarding the impact of the COVID-19 pandemic on the care sector as a whole. We saw some decline in occupancy rates and restrictions on new admissions during the outbreak. The Infection Control Fund and the HMRC Job Retention Scheme were important in covering some of the costs we continued to carry during the period.

It was a priority for us to protect our residents and colleagues during the pandemic, and so significant investment was made in safety equipment and training as a response to the pandemic.

In the period between the year-end and signing of the Accounts, there have been some developments in the general pandemic landscape that will influence how we go back to normal, and further expand. These include the drive to vaccinate our residents and colleagues, as well as the prospect of continued funding to maintain the use of PPE equipment in lodges. On the 18th of March 2021 the Government announced significant funding into adult social care, and it is likely that Apasen will derive some benefit either through the Infection Control Fund, or the Rapid Testing Fund.

The priority for the year ahead is now to operate a safe and high quality service across our locations, including our new Daycare facilities in Newham. We are committed to improving our customer experience, and will aim for all our CQC and regulated services to achieve at least “Good” on inspections.

Services will be reviewed continuously to ensure we remain competitive and attractive to potential clients. There will be a renewed focus on reducing staff vacancies in care homes and homecare services. We will also ensure workforce in frontline services have access to a leadership and development programme.

The principal risks we continue to face and manage are as below:

Reputational risk from serious incidents – Mitigated by an active training programme, and DBS checks on all frontline staff

Property risks such as fire or equipment failure – Mitigated by regular building maintenance and external assessments

Commercial risks from commissioning changes – Changes to social care funding arrangements are always a risk year on year. We aim to minimise the impact by being a first choice provider in the communities we serve, through the outreach activities that we continue to do.

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Financial Review

The entity reported a surplus in the year of £1.8m, with year on year increases in revenue from the Charity's care services being a primary driver, as well as local government assistance in helping control infections in care services, during the height of the COVID-19 pandemic. Net assets are £6,328,647 (£4,510,159: 2020).

Reserves

The Board has determined that the appropriate level of free reserves should be at least equivalent to 3 months' expenditure, and we are currently exceeding this target (See Accounts Note 13). We are aiming to be in a position where free reserves are available for approximately 6 months of operational expenditure, but feel that that the organisation continues to be resilient in a period of service recovery. The pandemic presented challenges in several service lines, but it is anticipated that the reserves built up will continue to support the commitments associated with expansion at other locations.

Going concern

The Board have continued to adopt the 'going concern' basis for accounts preparation, in light of the reserves position discussed above, and on the basis that management information to date, supports the continuing operational existence of the entity, for the foreseeable future. There are no pre-existing or new competitive or environmental pressures that threaten Apasen's financial stability.

Risk management

The Trustees regularly discuss the major risks that the Company faces throughout the year, and specific risks are addressed as part of the annual strategic plan. There are systems and procedures in place to monitor and control these risks to mitigate any impact they may have. Regular monitoring of reserves and commitments is one of the fundamental ways the organisation manages financial risk. The entity also has measures to ensure that it maintains good ratings with the Care Quality Commission.

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Directors/Trustees' responsibilities

The Trustees (who are also Directors of Apasen for the purposes of Company law) are responsible for preparing the Trustees' Annual Report including the Strategic 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 2015 (FRS102);
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is not appropriate to assume that the charitable company will continue in operation.

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

Each Director / Trustee at the date of approval of this report confirms that:

- there is no relevant audit information of which the company's auditors are unaware; and
- they have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

The Trustees' Annual Report and the Strategic Report were approved by the Board of Trustees (in their capacity as company directors) on 6th October 2021 and signed on its behalf by:



Mr. Tobaris Ali

(Secretary)

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Independent Auditor's Report to the Directors/Trustees of Apasen
for the year ended 31 March 2021

Opinion

We have audited the financial statements of Apasen for the year ended 31st March 2021, which comprise the statement of financial activities, the Statement of Financial Position, the Cash Flow Statement, and the related Notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2020, and of its incoming resources and application of resources, including its income and expenditure, 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 charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

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- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the trustees' annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read other information and, in doing so consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the Trustees' report, including the Strategic Report, for the financial year for which the financial statements are prepared, is consistent with the financial statements; and
- the Trustees Annual Report, including the Strategic Report, has been prepared in accordance with applicable legal requirements.

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Matters on which we are required to report by exception

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

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, set out on page 13, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company'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

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

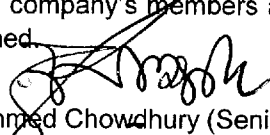
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material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

Use of our report

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Acts 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as body, for our audit work, for this report, or for the opinion we have formed.



Mr Nur Ahmed Chowdhury (Senior Statutory Auditor)
For and on behalf of Abacus Partners (Ldn) LLP
Statutory Auditor
Unit A, Abbots Wharf
93 Stainsby Road
London E14 6JL

Date: 6th October 2021

APASEN

(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (Incorporating Income and Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2021

INCOME AND EXPENDITURE	Notes	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
INCOMING RESOURCES					
Opportunity Zone		1,341,088		1,341,088	1,065,692
Home and Community Services		9,305,920		9,305,919	6,897,394
Advice and Information Services			74,991	74,991	100,583
Apasen Lodge		369,698		369,698	450,800
Croydon Project		106,810		106,810	331,422
Dept of Communities and Local Govt Grants					
Training Project			30,470	30,470	3,180
IDPD Project			15,000	15,000	15,300
Grants		164,720		164,720	
Other income		11,068		11,068	
		<u>11,299,304</u>	<u>120,461</u>	<u>11,419,764</u>	<u>8,864,371</u>
RESOURCES EXPENDED					
Fundraising and Project Development	7				11,195
Direct Charitable expenditure	8	8,668,067	142,923	8,810,990	7,473,110
Management and Administration	9	790,286		790,286	774,617
Total Resources Expended		9,458,353	142,923	9,601,276	8,258,922
NET INCOME /(DEFICIT) FOR THE YEAR		<u>1,840,951</u>	<u>(22,462)</u>	<u>1,818,488</u>	<u>605,449</u>
Funds as at 1 April 2020		4,174,618	335,541	4,510,159	3,904,710
Fund transfer		109,013	(109,013)		
Funds as at 31 March 2021		<u>6,124,582</u>	<u>204,066</u>	<u>6,328,647</u>	<u>4,510,159</u>

The notes on pages 20 to 25 form part of these financial statements.
All the activities of the company are from continuing operations.

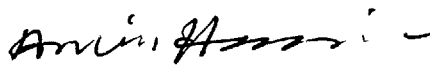
APASEN
(A Company Limited by Guarantee)
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2021

	Notes	£	Total 2021 £	Total 2020 £
Fixed Assets				
Freehold Property	5	2,050,000	2,050,000	
Long Leasehold Property	5	2,478,166	2,478,166	
Leasehold Improvements	5	593,769	323,018	
Depreciating Assets	5	<u>155,825</u>	<u>5,277,760</u>	<u>5,015,462</u>
Current Assets				
Debtors & Prepayments	6	672,967		1,478,862
Cash at Bank and in hand		<u>3,422,199</u>		<u>1,256,154</u>
		4,095,166		2,735,016
Creditors				
Amount falling due within one year	10	<u>555,769</u>		<u>625,375</u>
Net Current Assets			<u>3,539,397</u>	<u>2,109,641</u>
Total Assets less current liabilities			<u>8,817,157</u>	<u>7,125,103</u>
Creditors				
Amount falling due > one year	11		2,488,510	2,614,944
Total Net Assets			<u><u>6,328,647</u></u>	<u><u>4,510,159</u></u>
Funds				
Unrestricted funds: Designated	13		2,589,388	2,124,734
Unrestricted funds: General	13		<u>3,535,193</u>	<u>2,049,884</u>
Total Unrestricted funds			6,124,581	4,174,618
Restricted Funds	12		204,066	335,541
Total Funds			<u><u>6,328,647</u></u>	<u><u>4,510,159</u></u>

The notes on pages 20 to 25 form part of these financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

These financial statements were approved by the board of directors and authorised for issue on 6th October 2021, and are signed on behalf of the board by:


Mr Amir Hussain
(Chairperson)


Ms Suraiya Khatun
(Treasurer)

APASEN
(A Company Limited by Guarantee)
STATEMENT OF CASHFLOWS
for the year ended 31 March 2021

	£	2021 £	£	2020 £
Cash flow from Operating Activities				
Operating Profit	1,818,488		605,449	
Depreciation	119,248		69,823	
Finance Costs	70,055		165,784	
(Gain)/Loss on fixed asset disposal				
Operating Profit Before Working Capital Charges	<u>2,007,792</u>		<u>841,056</u>	
(Increase)/Decrease in Debtors	805,895		316,001	
Increase/(Decrease) in Creditors	<u>(69,606)</u>		<u>122,991</u>	
Cash from Operations	<u>2,744,081</u>		<u>1,280,048</u>	
Finance Cost Paid	<u>(70,055)</u>		<u>(84,711)</u>	
Net Cash Generated from Operations		2,674,025		1,195,337
Cash flow from Investment Activities				
Purchase of Tangible Fixed Assets	(381,546)		(2,478,023)	
Payments to acquire subsidiaries				
Receipts from sale of tangible fixed assets				
Net Cash flow from investment Activities		(381,546)		(2,478,023)
Cash flow from Financing Activities				
Repayment of finance lease liabilities				
Interest paid				
Increase/(Decrease) of Long Term Loan	(126,434)		1,277,169	
		<u>(126,434)</u>		<u>1,277,169</u>
Net Increase/(decrease) in Cash and Cash Equivalents		<u>2,166,045</u>		<u>(5,517)</u>
Opening Cash and Cash Equivalents		1,256,154		1,261,671
Closing Cash and Cash Equivalents		<u>3,422,199</u>		<u>1,256,154</u>
Reconciliation:				
Cash at bank and in hand		3,422,199		1,256,154
		<u>3,422,199</u>		<u>1,256,154</u>

There are no short-term deposits within cash and cash equivalents
The notes on pages 20 to 25 form part of these financial statements.

APASEN
(A Company Limited by Guarantee)
STATEMENT OF CASHFLOWS
for the year ended 31 March 2021

Note to the statement of cashflows: Analysis of changes in net debt

	01/04/2020 Cash flows		Non-cash changes	31/03/2021
	£'000	£'000	£'000	£'000
Cash and cash equivalents				
Cash	1,257	2,167		3,424
Overdrafts	(1)	(1)		(2)
Cash equivalents	1,256	2,166	-	3,422
Borrowings				
Debt due within one year	(166)	92	(126)	(200)
Debt due after one year	(2,615)		126	(2,489)
	(2,781)	92	-	(2,689)
Total	(1,525)	2,258	-	733

APASEN
(A Company Limited by Guarantee)
Notes to the financial statements
for the year ended 31 March 2021

1 General information

Apasen is a registered charity, and a company limited by Guarantee, registered in England & Wales. 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 companies charity information page of these financial statements.

2 Accounting convention

The charitable company is a public benefit entity as defined by FRS 102, and the financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities, preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)- Charities SORP FRS 102, and the Companies Act 2006.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in pound sterling which is the functional currency of the charity.

3 Accounting Policies

3.1 Going concern

The trustees have taken into account the entity's forecasts and projections for the 12 months from signing these financial statements, in confirming their assessment of Apasen as a going concern. They cite the surplus at year-end as sufficient for Apasen to continue operating for at least another year, in the instance of restricted services or further lockdowns, instigated by COVID-19.

Apasen has used the HMRC Job Retention Scheme for staff who were not working during the COVID-19 pandemic. There are no longstanding effects of the government imposed lockdown, and the entity will now resume service levels as per normal, following easing of lockdown restrictions. Apasen has also benefited from grant funding during the period, aimed at maintaining staffing capacity for adult social care, through provision of funds for purchase of COVID-19 test kits, and administration of staff vaccinations.

3.2 Income Recognition:

All income was generated within the United Kingdom, and is included in the Statement of Financial Activities (SoFA) when the entity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

- Grants for immediate expenditure are accounted for when they become receivable.
- Grants received for specific purposes are treated as restricted funds.
- Income under service level agreements are accounted for once the service is delivered.

3.3 Allocation of cost:

Costs are allocated between restricted and unrestricted fund according to the terms of income. Where items expended are mixed, they are apportioned between the categories according to the income they relate to.

3.4 Support costs:

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Trusts programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

3.5 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. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

APASEN
(A Company Limited by Guarantee)
Notes to the financial statements
for the year ended 31 March 2021

3.6 Pensions:

The pension costs charged in the financial statements represent the defined contribution payable during the year, on the basis of a minimum statutory percentage of pensionable earning.

3.7 Tangible fixed assets and depreciation:

Freehold and Long leasehold properties are not depreciated as they are maintained at a high standard, thus extending their useful life and residual value. Management make annual impairment assessments in this case. Other fixed assets of the charity are capitalised at cost. They are stated in the accounts at cost less depreciation.

Depreciation is calculated to write off the cost less their estimated residual value, over their expected useful lives on the following basis:

Furniture and Equipment:	20% Reducing balance.
Leasehold refurbishment at lodges	Duration of lease
Motor Vehicles	20% on cost.

3.8 Funds:

- Unrestricted funds comprise the accumulated surplus or deficit in income and expenditure accounts, and are available for use at the discretion of Trustees, to further the general objectives of the entity.
- Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.
- Restricted funds are used in accordance with specific restrictions imposed by funders, or grantmakers. The cost of raising and administering such funds are charged against the specific fund. Current restricted funds of the entity are set out in Note 13.

3.9 Tax:

Apasen is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010, therefore meeting the definition of a charitable company for UK corporation tax purposes.

3.10 Bank facility

In the previous financial year, the charity entered into a re-financing agreement with Unity Trust Bank, to purchase the lease at Hermon Hill, E11. No further financing arrangements have been made this year.

APASEN
(A Company Limited by Guarantee)
Notes to the financial statements
for the year ended 31 March 2021

4 Staff Emoluments:	2021	2020
	£	£
Total wages and salaries	7,579,766	6,356,403
Employer's NIC	572,557	470,855
Pension contribution	134,131	109,267
	<u>8,286,454</u>	<u>6,936,526</u>
 Direct Charitable	 7,994,870	 6,644,941
Others	291,584	291,584
	<u>8,286,454</u>	<u>6,936,526</u>
 No of employees: Admin	 10	 9
No of employees: Direct	518	404
	<u>528</u>	<u>413</u>
 Employees paid in excess of £60,000 during the current year and previous year	 <u>1</u>	 <u>1</u>

Other key management personnel received combined remuneration of £230,686 (£217,474 : 2020).

The trustees/directors neither received nor waived any remuneration during the year (2020: £Nil).

The trustees/directors did not have any expenses reimbursed during the year (2020: £Nil).

5 Tangible Fixed Assets:

	Motor Vehicles	Freehold Property	Leasehold Property	Leasehold Improvement	Furniture & Equipment	Total
	£		£	£	£	£
Cost:						
At 1st April 2020	48,590	2,050,000	2,478,166	352,993	374,386	5,304,134
Addition	-	-	-	348,135	33,411	381,546
Disposal	-	-	-	-	-	-
	<u>48,590</u>	<u>2,050,000</u>	<u>2,478,166</u>	<u>701,128</u>	<u>407,797</u>	<u>5,685,680</u>
Depreciation:						
At 1st April 2020	11,634	-	-	29,975	247,063	288,672
Disposal elimination	-	-	-	-	-	-
Charge for the year	9,718	-	-	77,384	32,147	119,248
	<u>21,352</u>	<u>-</u>	<u>-</u>	<u>107,359</u>	<u>279,210</u>	<u>407,920</u>
Net Book Value						
As at 31 March 2021	<u>27,238</u>	<u>2,050,000</u>	<u>2,478,166</u>	<u>593,769</u>	<u>128,587</u>	<u>5,277,760</u>
As at 31 March 2020	<u>36,956</u>	<u>2,050,000</u>	<u>2,478,166</u>	<u>323,018</u>	<u>127,323</u>	<u>5,015,462</u>

6 Debtors and prepayments:	2021	2020
	£	£
Opportunity Zone	166,564	329,417
Home and Community Services	271,601	980,124
Croydon Project	12,095	4,631
Apasenth Lodge	152,973	113,795
Training Project	-	11,694
Other Debtors & Prepayment	69,733	42,022
Bad Debt Provision	-	(2,820)
	<u>672,967</u>	<u>1,478,862</u>

APASEN

(A Company Limited by Guarantee)

Notes to the financial statements
for the year ended 31 March 2021

7 Fund Raising and Project Development	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
Fundraising expenses			-	11,195
	-	-	-	11,195
8 Direct Charitable Expenditure:	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
Opportunity Zone	633,768		633,768	916,932
Home and Community Services	7,378,206		7,378,206	5,508,825
Advice and Information Services		62,133	62,133	57,776
Croydon Project	276,991		276,991	391,584
Apasen Lodge	379,102		379,102	533,370
Depart of Communities & Local Govt (E3 Project)			-	1,078
Training Project		59,390	59,390	49,447
IDPD Project		21,400	21,400	14,097
	8,668,067	142,923	8,810,990	7,473,110
9 Management And Administration:	Unrestricted Funds	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
A) Support Cost				
Office Administration Cost	489,987		489,987	440,405
Payroll Service	10,850		10,850	13,400
Legal & Professional Fees	2,417		2,417	3,530
Consultancy	1,414		1,414	2,528
Advert and Publicity	2,203		2,203	6,560
Membership & Subscriptions	7,192		7,192	266
Bank Charges	1,991		1,991	1,989
Loan Interest	70,055		70,055	84,711
	586,109	-	586,109	553,389
B) Governance Cost				
Office Administration Cost	137,993		137,993	125,312
Legal & Professional Fees	5,121		5,121	33,314
Audit fees	4,800		4,800	4,500
Accountancy services	4,950		4,950	4,500
Consultancy	353		353	632
Membership & Subscriptions	935		935	-
Project Exploration Expenses	50,025		50,025	52,970
	204,177	-	204,177	221,228
	790,286	-	790,286	774,617

Note 15

APASEN
(A Company Limited by Guarantee)
Notes to the financial statements
for the year ended 31 March 2021

10 Creditors : falling within one year	2021	2020
	£	£
Accruals	311,160	191,342
Unity Bank Loans	199,862	165,784
Trade Creditors	2,252	71,669
PAYE Creditors		147,142
Pension provider	37,903	44,925
Other Creditors	4,592	4,512
	<u>555,769</u>	<u>625,375</u>

11 Creditors: falling after more than one year	2021	2020
	£	£
Unity Bank Loans	2,488,510	2,614,944
	<u>2,488,510</u>	<u>2,614,944</u>

12 Restricted funds movement:	Opening Balance	Restricted Income	Restricted Expenses	Adjustment	Closing Balance
	£	£	£	£	£
Training Projects	-	30,470	59,390	28,920	-
Home Care Consortium	122,163				122,163
Advice and Information Services	69,045	74,991	62,133		81,903
Womens' Project	4,483			(4,483)	-
Carers' Grants -Short break	23,450			(23,450)	-
IDPD Project	6,400	15,000	21,400		-
Future Builder (Sensory room)	110,000			(110,000)	-
	<u>335,541</u>	<u>120,461</u>	<u>142,923</u>	<u>(109,013)</u>	<u>204,066</u>

13 Movement in funds:	Unrestricted Fund	Designated Fund	Unrestricted Fund (Total)	Restricted Fund	Total
	£	£	£	£	£
As at 1 April 2020	2,049,884	2,124,734	4,174,618	335,541	4,510,159
					-
Current year	1,840,951		1,840,951	(22,462)	1,818,488
Current year transfer	(355,641)	464,654	109,013	(109,013)	-
As at 31 March 2021	<u>3,535,193</u>	<u>2,589,388</u>	<u>6,124,582</u>	<u>204,066</u>	<u>6,328,647</u>

As at 31 March 2021 designated funds of £2.59m were required (2020: £2.1m) to match the net cost of fixed assets excluding loans against assets. This left £3.5m of reserve funds for future operation of the charity, which equates to 4 months' operational costs. The charity's reserve policy target is 3 to 6 months.

APASEN
(A Company Limited by Guarantee)
Notes to the financial statements
for the year ended 31 March 2021

14 Lease commitments:

At 31 March 2021 the company had annual commitments on commercial leases on property. The future minimum non-cancellable operating leases are as follows:

	2021	2020
	£	£
Under one year	222,521	116,973
Between 2-5 years	536,568	308,690
More than 5 years	<u>-</u>	<u>-</u>

The entity had no capital commitments as at 31/03/20 (2020: £nil)

15 Auditor's Remuneration:

	2021	2020
	£	£
Auditor's Remuneration for the audit of the charity's annual accounts	<u>4,800</u>	<u>4,500</u>
Fees Payable to the charity's auditor for non-audit services	<u>4,800</u>	<u>4,500</u>

16 Taxation:

The entity is a registered charity and does not undertake non-charitable activities, therefore being entitled to tax exemptions from HMRC

17 Post Balance Sheet Events:

In May 2021, Apasen entered into a lease agreement at 344-348 High Rd, Ilford, as part of site expansion plans to accommodate Homecare services in the London Borough of Redbridge.

18 Contingent Liabilities:

The entity had no contingent liabilities as at 31 March 2021.

19 Related Parties Transactions:

During the year, the entity provided £50,025 of funding to Apasen International, a charity that draws on the expertise of Apasen, to provide similar services in Bangladesh. The relationship of Apasen to Apasen International is that of a grant-making one, with funds used exclusively from Apasen's unrestricted surpluses.

Amir Hossain (Chairperson), is a trustee of Apasenth International. He has not been remunerated in either capacity.

20 Gifts in Kind and Volunteers:

During the year the company/charity benefited from unpaid work performed by volunteers.

21 Government Grants

The Company received financial support to subsidise its employment costs, via the HMRC Job Retention Scheme, during the financial year.