

COMMUNITY FOOD ENTERPRISE LIMITED

Board of Trustees' Report

For the year ended 31 March 2022

The Trustees present their report and accounts for the year ending 31 March 2022.

The trustees', who are also Directors of the charity for the purposes of Companies Act 2006, submit their annum report and the financial statement for His year ended 31 March 2021. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102 - effective 1 January 2015), (Charities SORP — FRS 102).

Our Aims

CPE's aim is to alleviate food poverty and develop a viable and sustainable food business that will provide training, capacity building and employment opportunities for residents of East London.

Our Mission and values

Our mission is to work in partnership with the diverse communities of East London, and nationally with organisations that are doing similar work as us, to ensure that even-done in our community has the right not just to food, but the right food - access to food is a right, not a privilege. The food we consume should be safe, nutritious, affordable, accessible and culturally acceptable.

At CFE, we believe that access to food is not an end in itself, but rather the first practical step on a pathway to alleviating many of the root causes of food poverty. The desired outcomes are better diet, lifestyle and health. Such outcomes depend not just on what we eat but understanding why we eat ii. Promoting understanding through education and empowerment are the keys to sustained success.

Our Services

CFA remise its mission through consultation and in partnership with the community and stakeholders

it serves. We fight food poverty and food waste by sourcing food that is surplus to requirement and redistribute it to registered charities and community organizations that run projects such as: Sheltered Housing, Hostels, Soup kitchens and Food Banks etc. throughout East London. Sustainability is use of the major challenges we face and to overcome this in the long term, our work is divided into two strands which includes:

1. Social Activities

(i) **Surplus Food (SF):** Sourcing food that is surplus to requirements and redistributing same to frontline charities and community organization across East London.

(ii) **Community Support Service (CSS):** CFE uses its unique infrastructure to support community organizations that offers services such as food co-ops (providing quality fruits & veg. at affordable prices). Other services provided by CFE include:

- purchasing/delivering produce
- administration support e.g., preparing weekly price list

Without the work of our CSS unit, organizations we currently support will not be able to sustain their projects and vulnerable member of our community will suffer.

(iii) **Healthy Schools (Breakfast Clubs/Fruit Tuck Shops):** The government's

National School Fruit scheme provides one piece of fruit each school day to all children in Key Stage 1 (4 - 6 years old) attending state schools. At CFE, we support Key Stage 2 pupils (7- 11 years old) by providing schools with a weekly delivery of fresh Fruit for their Tuck Shops. We also apply prime end secondary Schools with grocery provision for their breakfast clubs.

2. INCOME GENERATING ACTIVITIES

(v) **WORKPLACE HEALTH:** To improve the health and wellbeing of employees, CFE offers a daily delivery of fresh fruits directly to employers' work place. Research has shown that eating fresh fruits regularly provides the following benefit:

- improve the health and wellbeing of employees
- Motivate staff
- Improve morale and job satisfaction
- increase productivity
- Reduce staff absences as a result of a healthier workforce

Our Impact

England experienced lockdowns between 1st April 2020 and 31st

March 2022, and as CFE's staff and volunteers were classified as frontline workers, this enabled them to deliver services to the organization listed below:

| (i) Community Support services | |
|--------------------------------|--------------------------------|
| Organization (s) | No. of beneficiaries per annum |
| | 340 |
| Girl of Sandwich | 156 |
| St Hilda's Food | |
| Coop | |
| East End Homes | 705 |
| Christ Church | 540 |
| Ambition Aspire Achieve | 343 |
| Total | 3,492 |

(ii) Healthy Schools (Breakfast Clubs/Fruit Tuck Shops/Fruit & Veg. buying services): The following projects received services from 20 March 2020 until April 2021:

| | |
|----------------------------|------|
| Newtec Nurseries | 780 |
| Central Park Junior School | 2,05 |
| Total | 2,83 |

(iii) Workplace Health: East London Business Alliance and London City Airport (LCY)

Were closed between 30 March 2020 and 1 April 2021, however they authorized CFE to

| | |
|-----------------|--|
| continue buying | fruits for them and redistributing it to community organization. |
| LCY | 22,59 |
| | 6 |
| ELBA | 2,100 |
| Total | 24,69 |
| | 6 |

(iv)

| | | | | |
|--------------------------|----------------|---------------------------------|-------------------------|-----------------------------|
| April 2020 to March 2021 | | | | |
| Borough(s) | No: Deliveries | Qty. of food redistributed (Kg) | Equivalent number meals | % Redistributed per borough |
| Newham | 595 | 101515 | 2P3030 | 65% |
| Tower Hamlets | 239 | 2391 | 47926 | 15% |
| Havering | 2 | 561 | 112 | 0% |
| LB Red bridge | 57 | 6009 | 12018 | 4% |
| Waltham Forest | 28 | | 47 166 | 15% |
| | | | 0 | |
| Total | 921 | 155126 | 310252 | 100% |

surplus Food

| Financial Year 2020-2021 | No: Deliveries | Qty. of food redistributed (Kg) | Equivalent number meals | Month (%) |
|--------------------------|----------------|---------------------------------|-------------------------|-------------|
| APRIL 2020 | 44 | 3720 | 11440 | 4% |
| MAY 2020 | 57 | 3505 | 7010 | 2% |
| JUNE 2020 | 110 | 31831 | 63662 | 21% |
| JULY 2020 | 44 | 3596 | 7192 | 2% |
| AUGUST 2020 | 75 | 13560 | 27120 | 9% |
| SEPTEMBER 2020 | 89 | 18630 | 37660 | 12% |
| OCTOBER 2020 | 51 | 9719 | 1948 | 6% |
| NOVEMBER 2020 | 99 | 15867 | 31734 | 10% |
| DECEMBER 2020 | 90 | 15286 | 30572 | 10% |
| JANUARY 2021 | 70 | 7382 | 14764 | 5% |
| FEBRUARY 2021 | 78 | 12145 | 24290 | 8% |
| MARCH 2021 | 114 | 17685 | 35370 | 11% |
| | | | | |
| TOTAL | 921 | 155126 | 310252 | 100% |

Plans for the future

Our plans from April 2021 to March 2022 include:

1. Working with our new Landlords, Projekt (www.thisisprojekt) on the refurbishment of our Warehouse where we are located.
2. Seek funding for new vehicles to comply with the Mayor of London Ultra Low Emission Zone (ULEZ) scheme which comes into operation on 25 October 2021
3. Work with the Royal Docks Team to identify new opportunities and partners in the Royal Docks catchment area.
4. Meet with our current partners/sponsors at least once a month to brief them on developments and get their input on new business ideas/suggestions so that we could incorporate them into the development of the project.
5. Work more closely with organisations such as Business in the Communities to seek help in identifying partners who could help us to identify sources of food that is surplus to requirement and transport same to our warehouse in London.
6. Host a minimum of 1 corporate volunteering day per month at our warehouse with East London Business Alliance from October 2021.
7. Develop our relationship with students from our local universities and get them involved in the development of the project.
8. Continue to use CFE's infrastructure to support local charities.
9. Promote strategic collaboration and partnership work with local organisations tackling food poverty.
10. Secure the services of a Bid Writer/Fundraiser on a pro bono basis.
11. Hold fundraising events to generate incomes to support our social project as well as generating funds for new vehicles.

Risk Management

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

Reserve policy

The aim of the reserve policy is to cover the main financial and operating risks in order to sustain the charity. The nature of CFE's funding is such

that it is unpredictable from year to year and subject to delay. We are therefore working towards a reserve, which will cover operating costs and other liabilities for at least a three months period. The charity must keep under review our risks and liabilities and identify what is an appropriate period to ensure that the amount of reserves is adequate.

Public Benefit Statement

The sections of this report above entitled "Aims" and "Achievements and Performance" sets out Community Food Enterprise's objectives and reports on the activity and successes in the year ending 31 March 2021 as well as explaining the plans for the current financial year. Community Food Enterprise work benefits individuals and the community.

The trustees have considered this matter and concluded:

1. That the aims of the organisation continue to be charitable;
2. That the aims and the work done give identifiable benefits to the charity sector and both indirectly and directly to individuals in need;
3. That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay, and;
4. 4. That there is no detriment or harm arising from the aims and activities.

Financial review

As a result of the pandemic and measure implement by the government to curtail same, Sales of fruit and vegetables in 2021 were £30,900 (2020- £72,114), other income decreased in 2021 to £318 (2020: £2,999). The services provided by CFE are well established in East London and have gained a good reputation within the community. We continue to strive to improve the quality of services we provide, especially to frontline organisations.

The services provided by CFF can be classified as preventative which is the remit of Regional Public Health bodies, however, as we do not receive funding from them, in order to generate earned income we deliver a range of income generating services which contributes towards our running costs to enable as to fulfil our mission in one of the most economically deprived areas in London. Moreover, we continue to rely on donations and sponsorship from organisations such as: Tate & Kyle Sugars, ExCeL London and London City Airport to help cover shortfalls. CF-E however made a Net Income of £3,113 in 2021, which was due to a grant received from Royal Docks Trust.

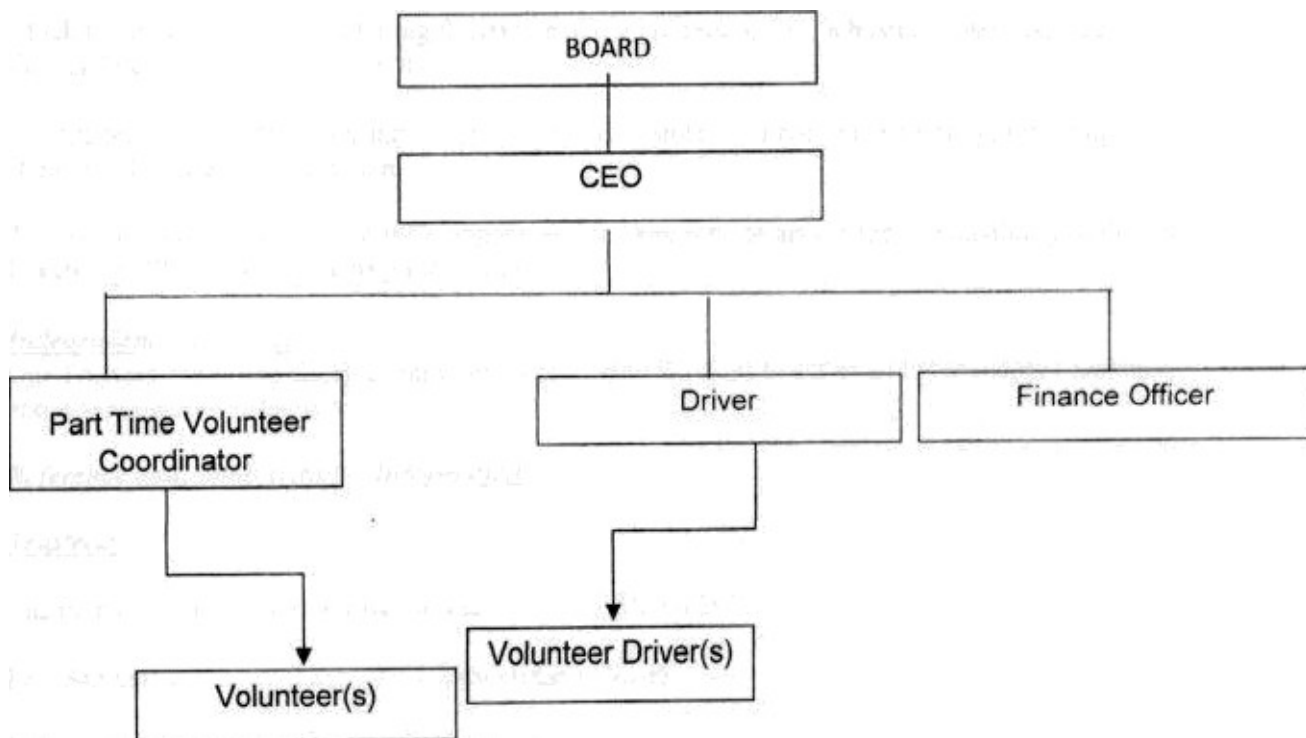
Structure, governance and management

Governing Document

Community Food Enterprise Limited (CFE) is a registered charity with its headquarters in the London Borough of Newham, East London, founded in 2002 by members of the local community; CFE was incorporated as a limited liability company in June 2003 and granted charitable status in September 2006.

CFE Organizational Structure

Community Food Enterprise Ltd - Organization Structure 01/04/2021



The Trustees, who are also the directors for the purpose of company law, who served during the year, were:

Eric Samuel
Keith Murray

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

Recruitment and Appointment of Board Members:

The trustees are appointed for an unspecified period. Trustees' selection and appointment is based on the need for CFE to have the necessary financial, legal and other skills and experience to best advise the charity, in particular in determining and monitoring its policies.

Board Member Induction and Training

When new trustees are appointed, they will undergo an induction meeting to meet key employees and other trustees of CFE and to be briefed on their legal obligations under charity law. Their induction will also include a session to familiarise them with the content of CFE's constitution, the way in which the Board operates, including decision making processes, CFE's business plan and recent financial performance of the charity.

The trustees are also directors and are primarily responsible for direction and policy, including strategy, planning and evaluation.

The day-to-day management of the company and its' key service area is the responsibility of the Chief Executive Officer and his management team.

Independent Examiner:

Our Trustees appointed Cumberland Accountants Ltd to act as an Independent Examiner and it is approved by the board.

Reference and Administrative Information:

Trustees:

The members who served during the year ended 31 March 2021.

Eric Samuel..... (Secretary/Chair)

Keith Murray..... (Trustee)

Registered Office:

Unit 4A

Company Number:

Thameside Industrial Estate Factory Road

London

E16 2HB

Company Number: 04790571

Charity Number: 1116006

Bankers: NatWest Bank Plc
37 High Street North
East Ham
London
E6 1HS

Independent Examiners: Cumberland Accountants Ltd
99 Cumberland Road
Plaistow
London
E13 8LH

Board Members Responsibilities

Company law requires the Board Members to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statement, the Board Members should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent ; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis

The Board Members is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of tile charitable company and to enable them to ensure that the financial statements comply with be Companies Act 2006. The Board Members are also responsible tor safeguarding the assets of the charitable company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board Members who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the day of this report, in the case of each Member:

so far as the Board is aware, there is no relevant audit information of Which the company's auditors are unaware; and as the directors of the company, we have taken all the steps that We Ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

This Report has been prepared in accordance with the Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small Companies.

Approved by the Trustees and signed on their behalf by:

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Date:.....