

Charity Registration No. 1121560

Company Registration No. 05352679 (England and Wales)

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM
CONSOLIDATED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Amdani Juma	
	Roger Tanner	
	Jennifer Fleming (Chair)	
	Stella Nickolay (Vice Chair)	
	David Sadler	(Resigned 1 December 2022)
	Allan Njanji	
	Helen O'nions	
	Peter Strauss	
	Ankunda Matsiko	
	Darren York	
	Caroline Mombeyarara	(Elected 1 December 2022)
	Graham Ferris (Treasurer)	(Elected 1 December 2022)
	Bilal Hazzouri	(Elected 1 December 2022)

Heidi Richardson

Management team	Matt Atkins, Director from 4th February 2019 to 10 th June 2022
	Sonia Bilkhu, Team Leader from 8th July 2019
	John Gordon, Finance Manager from 4th March 2019
	Siobhan Gosrani, Team Leader from 1st November 2020 to 31 st May 2022
	Debbie Royle, Deputy Director from 14th September 2020 (Acting Director 11 th June 2022 to 4 th September 2022)
	Barbara Spreiz, Volunteer Coordinator from 1st May 2019
	Frank Forman, Director from 5 th September 2022
	Richard Martin, Team Leader from 1 st August 2022

Charity number 1121560

Company number 05352679

Principal address The Sycamore Centre
33A Hungerhill Road
Nottingham
NG3 4NB

Auditor Rogers Spencer
Newstead House
Pelham Road
Nottingham
NG5 1AP

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

LEGAL AND ADMINISTRATIVE INFORMATION

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Unity Trust Bank
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Lloyds TSB Bank plc
Birmingham OSC
Ariel House
2138 Coventry Road
Sheldon
B26 3JW

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM
CHARITY BALANCE SHEET
FOR THE YEAR ENDED 31 MARCH 2023

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NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

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

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

Objectives and activities

Objects and aims:

The aims of the Nottingham and Nottinghamshire Refugee Forum (NNRF) are expressed in the Objects of the Memorandum of Association, stated as 'the promotion and provision of any charitable purpose directed to meet the needs of refugees and asylum seekers living in the City of Nottingham and Nottinghamshire.' The activities of the charity include the free provision of:

Advice, information and support for refugees and asylum seekers; specific services are incorporated into the following projects - General Advice (gateway advice), Into the Mainstream (Health), One Stop Shop (Housing), Welfare Benefits (advocacy), Young People and Destitution (working with refused asylum seekers). All specialised projects contribute to the aims of the organisation.

Vision:

A society where Asylum Seekers and Refugees are welcomed, receive just and compassionate treatment and support in rebuilding their lives.

Mission:

To support asylum seekers and refugees in Nottingham and Nottinghamshire in gaining just outcomes, rebuilding their lives and integrating into society. We do this by:

1. Providing a safe and welcoming space where everyone is treated with respect, compassion and dignity;
2. Offering free and impartial advice;
3. Positively embracing and celebrating differences;
4. Offering practical support to those who have no means to support themselves;
5. Building effective partnerships with community groups and relevant organisations.
6. Empowering service users to rebuild their own lives.

NNRF runs the following services:

General advice service drop-in, specialist advice in housing, welfare benefits, health provision, ESOL classes, social activities, an anti-destitution service including food bank, interpreting, help finding employment, services for young people, a children's project and a community café.

It does this through a combination of drop-in services, one-to-one appointments and home visits, clinics and social events.

Public benefit

The Trustees confirm that they have complied with the duty in section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit', the charity seeks to benefit the public through:

The relief of poverty, suffering and distress among individuals seeking asylum and support in the United Kingdom and in particular but not limited to the provision of specialist services and practical help.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Grant making policies

NNRF may give grants to other community organisations working with refugees and asylum seekers. Applicants for funds fill in a form which is then vetted by the management team against the approved criteria.

Use of volunteers

NNRF continues to receive support from many individuals and organisations, including those who give money and those who volunteer with us. Volunteers continue to be indispensable with over 260 volunteers including 31%) with lived experience of forced migration, working across the Forum and this year taking on a wider range of roles.

Volunteering at NNRF is a challenging and exciting opportunity. We are only able to deliver such a wide range and scope of services because of the invaluable contribution of our volunteers. Up to a third of our volunteers come from a refugee or asylum-seeking background themselves. Volunteering at NNRF enables our volunteers to maintain their existing skills and develop new ones. It increases their confidence, improves their communication skills and motivates them to keep active and engaged. Our volunteers embody diversity, enthusiasm, resourcefulness, professionalism and compassion. We are pleased to report that we were successful in our application for re-accreditation with Investing in Volunteers after achieving the national standard of good practice in managing volunteers first awarded in 2019.

Achievements and performance

One of the very exciting aspects of the work of NNRF in 2022/3 is how we are once again able to welcome people to the building – the café is open once again, we had a party in the garden in June for Refugee Week and activities for asylum seekers and refugees are part of the weekly timetable. There is a buzz about the place again.

In this time, we have said goodbye to some long-standing members of staff whom we thank for their contributions and wish them well in their new roles. We have welcomed several new members of staff to the NNRF team and we very much value their fresh ideas and new perspectives. Frank Forman took over as Director in Sept 2022 and has quickly settled in to his role of leading the Forum and providing strategic direction for the organisation. We are very appreciative of Debbie Royle who was Acting Director for the time before he took up the post. Debbie and the Management team did an excellent job of not just holding the fort, but continuing to take plans forward.

At the Extraordinary Meeting in Dec 2022 the trustees brought to the membership a series of proposed changes to the Forum's Articles of Association and membership policy. These changes have brought governance of the organisation up to date and in line with Charity Commission guidance. I am grateful for the support of vice-chair Helen O'Nions for all her work on this and of course to all the trustees in collectively ensuring NNRF keeps to its purpose and uses our resources responsibly.

As always none of this would have been possible without the passion and commitment of the our volunteers delivering services. I am proud to report that once again NNRF has received the Investing in Volunteers accreditation, the UK quality standard for good practice in volunteer management. Achieving the standard shows our volunteers – and potential volunteers – how much they are valued and gives them confidence in our ability to provide an outstanding volunteer experience.

We have had some notable successes with funding applications and winning contracts that mean for the time being the Forum is in a reasonable place financially. However, much of this funding is for specific projects and unrestricted funding is much harder to come by. We are extremely grateful to our donors and fundraisers who contribute to this much needed unrestricted funding.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

In this year we have:

- served 2,625 free meals to asylum seekers and refugees
- provided 2,364 hours of interpreting to NNRF programmes (90% of our clients use the interpreting service)
- helped 294 clients secure suitable accommodation
- offered resettlement support to 174 clients following a positive decision on their asylum applications
- helped 46 families settle in Nottingham following Refugee Family Reunion

Reserves policy

The Forum needs to seek to ensure sufficient reserves are maintained to cover the winding up costs should it be desirable or necessary to cease activity. These will be:

- Sufficient to cover staff redundancies;
- Sufficient to cover rent and utility costs for a three month winding down period;
- Sufficient for professional fees likely to be incurred.

Our funders support us to enable us to carry out our work and monies held in reserve unnecessarily obviously precludes this. Following the review of the year end accounts, the finance committee will outline the reserves left at the end of the year and give an update on the build of reserves in the current and/or following financial year - if any. The finance committee and funding group will work together to identify the funding and reserves gaps and implement a strategy to build this. This is presented to the board of trustees to consider and authorise necessary actions to achieve the recommended level of reserves.

Pay policy for senior staff

The Trustees, and the senior management team comprise the key management personnel of the charity in charge of directing, controlling running and operating the Charity. Trustees give of their time freely and don't claim any remuneration for their services. Although entitled to claim expenses none were claimed in the year to 31 March 2023 see Note 10.

Salaries of all staff including senior staff are reviewed annually. Changes to staff terms and conditions including pay rates are first discussed at HR committee and the budget impact assessed by the Finance Committee. Any proposal is agreed with the Trade Union before being formally recommended by the trustees on the Finance Committee for approval by the Board. The main factors taken into consideration before recommending a pay increase are increases in cost of living, equivalent rates of pay in similar local charities and budget affordability.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Project statistics:

Number of clients by project

Project	No of clients
Anti-Destitution	71
Children and Families	47
General Advice	1612
Into the Mainstream	279
Money Sorted	17
Opportunity and Change	11
Specialist Advice Team	519
Client Participation	90
UKRS & Employability	217
Afghan Resettlement	126
Women's Group (Pamoja)	98
Youth Project	89
Initial Accommodation Project	104

Other key stats:

Volunteering:

- 260 volunteers, speaking 42 languages
- 81 volunteers with lived experience of asylum (31%)

Anti-Destitution Project

- 839 food parcels distributed to Anti-Destitution clients

Language Justice

- 40 volunteer interpreters
- 90% of clients used our interpreting service
- 142 clients referred to ESOL classes

Communities of Identity

- 13 community groups supported by the Communities of Identity Small Grants Scheme to help them adapt to working during the pandemic

General Advice

- 44 General Advice volunteers

Café

- 2,625 meals served

Grassroots Community Garden

- 23 volunteers

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Specific projects:

Anti-Destitution

The Anti-destitution project helps refused asylum seekers with their immediate needs such as food and disposable cash, but also provides help and support around their immigration cases via referrals. The project takes a holistic approach as there is very rarely only one area of concern when dealing with this vulnerable group.

Children and Families & Pamoja

The Children and Families Project seeks to support holistically the most vulnerable families across the city and county. We do this by combining casework, outreach projects and events to best support clients, helping them to connect with others and to live with dignity and respect. From our funding for C&F we are able to support a weekly women's group which is called Pamoja – which means 'together' in Swahili. This group creates a safe space for women to be part of a community and reduces isolation, while giving them the opportunity to learn new skills, have fun and relax. We also provide children and whole-family activities for children to explore and play with peers and for parents to connect with their children and other parents. Alongside these social events, we provide one-to-one and whole-family supportive casework support to look at and help address the needs of all family members, no matter how long they've been living in Nottinghamshire.

Client Participation

The Client Participation Project seeks to give refugees and those seeking asylum in Nottingham and Nottinghamshire the opportunity to be heard, develop new and existing skills, and contribute to the life of the Forum.

The project works on three levels, firstly by looking at integrating Experts by Experience (EBE) into the structure and the function of the organisation. Secondly, we look at the individual, trying to develop and nurture existing and new skills within the asylum and refugee community by creating dedicated groups, projects and activities to respond to their needs. We have a lived experience communications group. Finally, we look outward to the community, forging partnerships, and running events to encourage integration, celebration and foster a connection to the wider city. Community events, activities and workshops take place throughout the year.

Communities of Identity (COI)

The Communities of Identity Project (COI) is a consortium of 14 organisations delivering a range of activities and services that help asylum seekers and refugees access information, advice and guidance, and providing a range of skills and confidence building activities including intergenerational work and youth activities, to enable them to become active citizens. This project is funded by Nottingham City Council.

Explore, Adapt, Renew (formerly Early Action)

Explore, Adapt, Renew empowers newly dispersed asylum seekers and newly recognised refugees by providing information and advice. It provides them with the skills, confidence and resilience to navigate the system, with the aim of preventing and de-escalating the crises people face as early as possible in their asylum journey. At NNRF we do this through the New Arrivals Clinic where the newly dispersed asylum seekers are registered for English classes. Here, they are able to access health care services, obtain legal advice and by assistance with other immediate needs. Via Refugee Action's Asylum Guides, we provide information, through interpreters, on the asylum system to help them understand the process.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

At NNRF we implement the principles of Early Action in a number of ways across projects, mainly through the New Arrivals Clinic, New Refugee Clinic and the New Refugee Resettlement Support Service. The service is delivered by General Advice and the Specialist Advice Team.

The New Arrivals Clinic registers newly dispersed asylum seekers and ensures that they are able to access healthcare services, legal advice and other important immediate needs.

The New Refugee Clinic deals with newly recognised refugees and eases the transition from asylum support to mainstream benefits with the aim of preventing destitution in this client group.

The New Refugee Resettlement Service is a one-stop-shop for all newly recognised refugees. Clients receive tailored, one-to-one support from their assigned caseworker from the point when they receive their leave to remain, until they are accommodated in suitable housing and they receive a stable income. The purpose of the programme is to empower clients to make informed choices and prevent homelessness and destitution in the refugee community.

This project is funded by Refugee Action and managed by our Specialist Advice Team.

Initial Accommodation

The purpose of the Initial Accommodation (IA) project is to support, advise and advocate on behalf of those asylum seekers currently housed in initial accommodation sites in the city and county. This is primarily delivered by way of a casework and advice service. We facilitate access to services, support and community networks for our clients, as well as ensuring that their basic needs are being met. In addition, we aim to coordinate the Nottingham wide response to the IA hotels, through regular meetings with all partner organisations involved with supporting the residents. This work is funded by Refugee Action through the Explore, Adapt & Renew funding. .

Into The Mainstream (ITM)

ITM aims to provide the necessary support and advocacy to ensure access to health services for all of NNRF's clients. The project's main activity is to ensure GP registration of new arrivals and we also ensure clients are linked to dentists, opticians, mental health services, maternity care and any other health services needed. In addition to ensuring that clients are able to exercise their rights to NHS services, we document the health needs of asylum seekers and other vulnerable migrants, identify and address barriers to health services and use data collected to improve the health of the community.

Language Justice

The Language Justice team provides Interpreters to NNRF clients, staff and volunteers and English lessons to clients who have recently arrived in the area. Our English classes are primarily aimed at those who are facing long waits for college places. We provide classes at all levels, according to the need of the students who are referred to us. We train all our Interpreters in-house and all our employees volunteered with us before applying for a job. We receive applications for interpreting training from all over the world but prioritise asylum seekers and refugees for the limited places on these courses. Through our CIC, Voices in Refuge, we hire out Interpreters to external agencies and supply community interpreter training around the UK and internationally.

General Advice

General Advice serves as the first point of contact for many clients visiting the Forum. The aim of the project is to provide both telephone and in-person advice on a wide range of issues such as housing, welfare, asylum support and social activities.

General Advice aims to resolve issues where possible and provide basic support, as well as refer clients to other projects both inside and outside of the Forum. The project is run by a team of volunteers under the supervision of staff.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Grassroots Community Garden

We are creating a safe, green space where all clients (including children), volunteers and staff can engage in a range of social, educational, therapeutic and creative activities, learn about nature, and grow plants and food or simply sit.

The project acknowledges that people, nature and the climate are interconnected, providing an alternative outdoor space is a key part of NNRF's commitment to providing a holistic service for our clients. It is important that clients 'own' and build this project, fostering a sense of empowerment, ownership and belonging.

Money Sorted

The Money Sorted project finished in September 2022. It provided support and personally tailored interventions for people experiencing financial difficulties. It aimed to help refugees take control of their money, build confidence and the skills needed to tackle barriers and improve their financial wellbeing. It was part of the Building Better Opportunities programme, and was funded by the European Social Fund and The National Lottery Community Fund.

Opportunity & Change

Opportunity and Change came to an end in March 2023, after six years. The programme was a support programme for people with multiple and complex needs. Supported by a Personal Navigator (equivalent to a Caseworker), participants on this programme engaged with an individually tailored and holistic package of support, training and therapeutic interventions. By increasing their self-confidence and teaching them new skills, the ultimate aim was to help these participants become socially and economically included, through access to education, training and employment. It was part of the Building Better Opportunities programme, and was funded by the European Social Fund and The National Lottery Community Fund.

Specialist Advice Team

The Specialist Advice Team provides specialist advice and support to asylum seekers and refugees through complex casework. Our main areas of work are: resettlement support for newly recognised

Refugees, post family reunion support, welfare rights and benefits, homelessness and housing, complex asylum support issues, access to health and social care, access to education and employment, support for families with no recourse to public funds, support for survivors of domestic or racial abuse and support for LGBTQ+ clients.

Youth Project

The Youth Project provides client-centred holistic support, advice and assistance to unaccompanied asylum-seeking children (UASC) and young asylum seekers aged 13-21. This includes challenging Home Office age-assessments, referrals to local education providers, signposting to local community events and support groups, empowering young people to make choices and decisions and supporting them to access mainstream services to improve their emotional mental health and wellbeing.

By running a weekly youth club and other activities, we aim to help young people develop friendships and support networks, gain confidence with the English language, and develop a fulfilled life in the UK. Through weekly Youth Club activities and a dedicated young person's caseworker we stay in touch with young people, ensure they understand changes in regulations and have access to services they need.

Volunteering

Volunteering at NNRF is an opportunity to get involved locally and make an impact on the lives of the asylum seekers and refugees we support. An eclectic mix of volunteers, from 52 countries and speaking over 42 different languages, provides a warm welcome and safe haven to those in need.

Across over a dozen different roles, volunteers give their time, energy and commitment to solve problems, give advice, teach, cook, welcome, inform, interpret and much more. They are the heart and soul of NNRF, providing over 525 hours of their time each week (equivalent to 14 full-time staff members) to deliver essential services. 31% of our volunteers also have lived experience of forced displacement, which adds value and credibility to our organisation.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

UK Resettlement Scheme (UKRS)

The UK government launched the UK Resettlement Scheme (UKRS) in 2021 as a continuation of the Vulnerable Persons Resettlement Scheme (VPRS), but the criteria were expanded to accept vulnerable refugees globally. Resettled individuals and families have been identified by the United Nations High Commissioner for Refugees (UNHCR), based on criteria including serious medical conditions, survivors of torture and violence, and women and children at risk.

The NNRF has worked in partnership with Nottingham City and Nottinghamshire County Councils since the expansion of the VPRS in 2015, to provide specialist support to newly-arrived refugee Families.

As well as caseworkers supporting the families, the Employability Team work with all clients during their 5 years on the scheme, providing them with tailored employability plans, training courses and support in applying for voluntary or paid positions. The clients we support are predominantly Syrian, but we also support clients from Iraq, Kurdistan, Somalia and Sudan.

Afghan Relocation and Assistance Policy (ARAP) and Afghan Citizen Resettlement Scheme (ACRS)

The Afghan Relocations and Assistance Policy (ARAP) scheme was launched by the UK government in April 2021 to relocate and resettle current and former Locally Employed Staff (LES) that worked directly with the British Armed Forces, the British Embassy and aided British operations in Afghanistan.

The scheme was developed to resettle individuals who were considered most at risk from threat to life when the NATO troops withdrew from the country in September 2021.

Subsequently, the Afghan Citizen Resettlement Scheme (ACRS) was introduced in January 2022 to support individuals who assisted the UK efforts in Afghanistan and stood up for values such as democracy, women's rights, freedom of speech, and the rule of law and was extended to vulnerable people, including women and girls at risk, and members of minority groups at risk.

The Nottingham and Nottinghamshire Refugee Forum (NNRF) has worked in partnership with the Nottingham City and Nottinghamshire County Councils to provide specialist resettlement support to the ARAP and ACRS scheme holders since August 2021. The overall aim is to empower families to become independent and integrate into the UK.

Café Narjis

The café aims to provide a safe and welcoming space for asylum seekers and refugees to meet and socialise. We provide drinks, lunches and snacks free of charge to clients of the Forum and at a nominal fee of £2 for the staff and public. The café provides WiFi, books, information leaflets and educational materials, as well as games and activities.

Justice Together Initiative

The Justice Together Initiative (JTI) Development Grant Project was set up with the 'end-goal' to submit a collaborative bid alongside partners from across the East Midlands, to secure funding for the provision of immigration advice and casework in the region.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Directors Report 2022-23

I came to the Forum in September, to a team that had transitioned back to working in shared spaces and delivering face-to-face work. I could see that the staff teams had worked hard to bring stability during a time without a full leadership team in post. The commitment and passion that the staff and volunteers bring to helping those looking for support and advice shines through and underpins the heart of the Forum. In the relative short time I have been involved, it is evident to me that every day we make a difference.

We are currently facing a climate of political uncertainty, hostility and what appears to be unconsidered punitive policies and responses, initiated by government, to those seeking Asylum and Refugee Status. Throughout this the Forum has strived to operate to create a level of stability for our clients, volunteers and staff.

During the last year we secured the tendered Resettlement contract with Nottingham City Council. This will fund a joint team of 10 staff delivering the United Kingdom resettlement scheme, the Afghan Relocation Assistance Programme and Afghan Citizens Resettlement Scheme, and we were awarded large National Lottery 'Raising Horizons' grant worth £486k over 3 years. The contract will run for a minimum of 3 years from 1 October 2022.

We were awarded a large National Lottery Grant. This grant will help fund our General and Special Advice teams, Interpreters, Volunteering Manager and Client Participation worker. The grants team has also successfully achieved a range of other grants which combined finds the Forum in a good financial position from which to further develop.

Our staff and volunteer team sit at the core of any success the Forum achieves, and although we have seen some longstanding staff members move on, we have recruited new and talented members to help keep the development and heart of the Forum.

Successes

Our café 'Narjis' is now well established since its re-opening in October with huge thanks to the Gemini Trust, who have funded the café hosts. The Café sets the tone for the building, bringing a warmth and softness to the Forum, as well as providing for basic needs of clients and our team.

The community garden is literally growing, providing a positive space for both those who work it and for those who visit. I get to see the benefit of seeing the garden develop daily and I am grateful for the hard work of the garden volunteers, who have made this happen.

We have started on our journey to becoming trauma aware and have introduced Vicarious Trauma training for staff with ongoing group and individual support services which have received positive feedback.

Morale in the staff team is good, and this has been reflected in our staff survey which was very positive. The staff survey has also provided useful feedback that has been integrated into our 3-year plan.

Development and next year

Following on from the Pilotlight programme we have developed a 3-year plan, which highlights our focussed areas for development. The plan is one of development and has been designed with the input from staff and is linked to the volunteer strategy.

With Refugee Action we are training up most staff and volunteers to OISC level 1 Asylum and Protection which will allow them to support clients more effectively and be legally compliant.

Our landlords, the Renewal Trust have handed back the running on the building to the City Council and in turn we have taken on the management of the building for a year, while we look to secure a long-term lease. This is very much seen as an opportunity for the Forum to establish a secure a home for the future. Although in many ways the building is challenging, we have certainly made the space work for us, with the bonus of having a café and community garden area.

Over the next year there will be a focus on creating a trauma informed organisation, with a high level of support for staff, volunteers and clients built into our everyday practice.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The need for this organisation to be able to generate extra income is becoming more important. We will be building on the foundation that our professional interpreting service Voices in Refuge has established. Following on from consultation set up through Lloyds Foundation we are looking to grow the model and generate unrestricted income for the Forum and also create more employment opportunities for those with lived experience of the Asylum process.

Over the last year we have seen the increased use of hotels for Asylum Seekers, with additional hotels opening in Belvoir, Long Eaton, Kegworth and Mansfield, where are working in partnership with other charities to offer a range of support, by both offering support in the hotels and having Asylum seekers coming to us at the Forum. Over the last year we have seen the threat to send people to Rwanda and an attempt to make asking for asylum a criminal act. More recently we have seen the introduction of the Asylum Claim Forms to simplify the application process for asylum seekers from countries with a historic high percentage of asylum applicants being successful. This presented us with the challenge on how we would respond quickly so we could help our clients in completing this new form. We have provided support to 4 clients directly, while signposting other clients to solicitors who could assist them with their application. Presently the anticipated high numbers of forms has not materialised.

The current political climate with changing laws and varying schemes highlights the need for the Forum to have a stable base from which to be able to respond to the changing needs of, and challenges facing, Asylum seekers and refugees. The strength of the Forum lies in its staff and volunteers. We will strive to empower our team to continue to make a difference to those we support.

Staffing

At 31 March 2023 we employed 48 staff of which 16 were full time and 32 part time. Of those 48 staff 17 have been recruited in the last 12 months. We have recruited new project leads for our Advice, Anti Destitution & Resettlement Teams. We recruited a Client Participation Worker initially on a 3 day a week contract but having secured National lottery funding this role converted to a full-time role from 1 April 2023. Finally, we also recruited a permanent role to provide more support to refugees living in hotels and our General Advice Team was also increased to 3 staff to reduce our reliance on volunteers.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Financial Review 2022-23

The year to 31 March 2023 was a year of consolidation after the disruption of Covid. We were successful in securing multi-year funding for a number of core projects, re-opened our Café & brought in a Client Participation Worker to ensure we are providing the most appropriate support service for our clients.

In the year to 31 March 2023 we made a surplus of £13k. Our unrestricted reserves fell by £9k to £207k primarily because our unrestricted income streams did not rise sufficiently to meet the cost of living pressures on support staff salaries & building related overheads.

Turnover from Charitable Activities increased by £103k in 2022/23 to £999k. This increase in revenue was due to the hard work of our Grants Committee securing additional grant funding for our projects. This included £180k over 3 years from Henry Smith for our destitution project and £480k over 3 years from The National Lottery for support for our Advice Services, interpreters & volunteers. We were delighted to win a competitive tender to provide a support service for all refugees resettled in Nottinghamshire under the United Kingdom Resettlement & Afghan Resettlement schemes. This new contract is to last for 3 years from 1st October 2022 with the possibility of a further 2 year extension. Under the contract we continue to also support families who arrived before 1 October 2022 under these schemes and are still entitled to receive resettlement support. Growth in income from the resettlement contract compensated us for a fall in income from other Nottingham City Council contracts which were cut by around 15% as a result of pressures on local government finances. Income under the new resettlement contract will be dependent upon the number of families arriving in Nottinghamshire over the next 3 years but we expect the contract to be worth between £1m & £1.2m.

Income from donations & legacies fell by £15k in 2022/23. We received a record amount of donations in 2021/22 with a number of one-off donations as a result of the Ukrainian & Afghanistan crises. This decrease was largely offset by our ability to run more fundraising events that had been largely cancelled because of Covid including the annual Come & Sing event.

The forum's CIC Voices in Refuge primary task is to supply interpreters to the Forum but also generates additional revenue by supplying interpreters to Nottingham City Council and other 3rd party entities. This revenue grew by £15k to £32.5k in 2022/23 as demand grew with the return of face to face sessions after Covid.

Staff costs increased by £53k (7%) in 2022/23. A full review of staff salaries and job grading conducted with HR professionals was completed in April 2022 with on average increases of around 6%. Average number of staff employed increased by 4 in the year primarily additional Caseworkers. Other costs are broadly at 2021/22 levels apart from increasing food costs as a result of re-opening the café & increased cost of operating the Foodbank, increasing utility costs driving an increase in our building rental and a one off charge of £7k for food tokens for refugees housed in hotels. The latter cost was funded by a specific Government grant.

Turning to the consolidated balance sheet on page 20. We invested £15k to ensure all our staff had their own work laptop to facilitate more flexible working. Trade Debtors have increased as a result of timing differences on Nottingham City Council invoices and a one off invoice for £18k that was paid in April. Our cash balances of £614k contain £346k of deferred income due to timing differences between the receipt of grant income and expected grant expenditure as contracted for in the grant agreement.

Looking forward we are expecting to deliver a balanced budget in 2023/24 with an expected further cut of 15% cutback in our funding from Nottingham City Council for our advice teams & COI project. We are now expecting a further 40 refugees through resettlement as a result of the recent government initiative to release Afghan families from hotels. This could generate an extra £100k of revenue in 2023/24 but we have recently recruited 2 new Caseworkers to manage the extra workload. Grants Committee have been asked to look for new funders to support our Children & Family & youth projects as well as providing further support to our destitute clients. We also need to try & replace £60k of unrestricted funding grants. To boost our donation & fund raising income the trustees have approved £20k of funds be released to a designated reserve to fund the first 6 months of costs of a Fundraising Manager.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management

The charity is a company limited by guarantee and is a registered charity (number 1121560). It is operated under the rules of its memorandum and articles of association dated 13 January 2005. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

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

Amdani Juma	
Roger Tanner	
Jennifer Fleming (Chair)	
Stella Nickolay	
David Sadler	Resigned 01/12/2022
Allan Njanji	
Helen O'Nions	
Peter Strauss	
Darren York	
Ankunda Matsiko	
Caroline Mombeyarara	
Graham Ferris (Treasurer)	Elected 01/12/2022
Heidi Richardson	Elected 01/12/2022
Bilal Hazzouri	Elected 01/12/2022

Recruitment and election of trustees

Trustees are elected at the AGM through vote by the membership, unless there are fewer applicants than spaces, in which case they are automatically elected. In addition the Board may co-opt up to 2 new members.

Organisational structure

The Governance on the charity is performed by the Board of Trustees who delegate some authority to sub-committees: Finance, Funding, Fundraising, HR and Health & Safety. The day-to-day running of the organisation is delegated to the management team.

NNRF Board Risk statement

The Board recognises its responsibility to identify, assess and manage any risks is linked to the achievement of NNRF's objectives. The Board and its sub-committees have developed a register of the risks that could face the work and safe operation of NNRF. This register:

- Identifies risks
- Assesses risks in terms of their likelihood and impact
- Sets out actions to be taken to reduce the risk where possible

The Risk Register covers the range of risks that the organisation might face including financial, governance, operational, external, regulation and reputational risks.

Sub-committees are responsible for some sections of the risk register and consider risk at each sub-group meeting. The risk register is formally reviewed at the full Board meeting twice a year in June and December. It is updated as necessary with regard to the likelihood of the risk, its possible impact and mitigating actions. However, risk management is on-going and sub-committees can also bring changes to the risk register to any Board meeting if necessary.

The main risks faced by the organisation at present are considered to be staff wellbeing and financial security.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

Statement of trustees' responsibilities

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

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK 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 inappropriate to presume that the charity will continue in operation.


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

Disclosure of information to auditor


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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The trustees' report was approved by the Board of Trustees.


Jennifer Fleming (Chair)
Trustee

Dated: 23/11/2023


Graham Ferris (Treasurer)
Trustee
Dated: 23/11/23

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

Opinion

We have audited the financial statements of Nottingham and Nottinghamshire Refugee Forum (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2022 which comprise the consolidated statement of financial activities, the consolidated and charity balance sheet, the consolidated statement of cash flows and the notes to the financial statements, 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).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent 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:

- 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 group's or parent 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 trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. 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 the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the 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.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below.

Identifying and assessing potential risks related to irregularities

Our approach to identifying and assessing the risk of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- We identified the laws and regulations applicable to the charity through discussions with trustees and other management, and from our commercial knowledge and experience of the sector.
- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the charities act, taxation legislation and data protection, anti-bribery, employment, environmental and health and safety legislation;
- We assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting monthly board minutes.
- Identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by

- Making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- Considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations; and
- Understanding the design of the charity's remuneration policies

To address the risk of fraud through management bias and override of controls, we:

- Performed analytical procedures to identify any unusual or unexpected relationships;
- Tested journal entries to identify unusual transactions;
- Investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- Agreeing financial statement disclosures to underlying supporting documentation;
- Reading the minutes of meetings of those charged with governance;
- Enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any. Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' Report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included

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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

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

In preparing the financial statements, the trustees are responsible for assessing the group's and parent 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 group or the parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and report in accordance with this Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

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

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

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 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 auditors' 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.



Melvin Bailey FCCA DChA (Senior Statutory Auditor)
for and on behalf of Rogers Spencer

Chartered Accountants
Statutory Auditor

24/11/23

Newstead House
Pelham Road
Nottingham
NG5 1AP

Rogers Spencer is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Current financial year

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
	Notes				
Income from:					
Income from donations and legacies	3	73,009	9,387	82,396	97,673
Income from charitable activities	4	175,539	823,379	998,918	896,095
Income from other trading activities	5	58,145	-	58,145	32,204
Income from investments	6	2,788	-	2,788	77
Total income		309,481	832,766	1,142,247	1,026,049
Expenditure on:					
Charitable activities	8	324,541	796,938	1,121,479	1,008,576
Other trading activities	7	6,327	-	6,327	5,935
Total expenditure		330,868	796,938	1,127,806	1,014,511
Net income/(expenditure)		(21,387)	35,828	14,441	11,538
Transfers between funds	17	14,323	(14,323)	-	-
Tax on activities	12	(1,820)	-	(1,820)	(285)
Net movement in funds		(8,884)	21,505	12,621	11,253
Fund balances at 1 April 2022		215,801	136,052	351,853	340,600
Fund balances at 31 March 2023		206,916	157,557	364,473	351,853

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

All income and expenditure derive from continuing activities.

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

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

Prior financial year

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £	Total 2021 £
	Notes				
Income from:					
Income from donations and legacies	3	82,491	15,182	97,673	69,759
Income from charitable activities	4	150,804	745,291	896,095	935,530
Income from other trading activities	5	32,204	-	32,204	43,521
Income from investments	6	77	-	77	166
Total income		265,576	760,473	1,026,049	1,048,976
Expenditure on:					
Charitable activities	8	260,685	747,891	1,008,576	994,454
Other trading activities	7	5,935	-	5,935	4,088
Total expenditure		266,620	747,891	1,014,511	998,542
Net income/(expenditure)		(1,044)	12,582	11,538	50,434
Transfers between funds	17	(5,965)	5,965	-	-
Tax on activities	12	(285)	-	(285)	(1,065)
Net movement in funds		(7,294)	18,547	11,253	49,369
Fund balances at 1 April 2021		223,095	117,505	340,600	291,231
Fund balances at 31 March 2022		215,801	136,052	351,853	340,600

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

All income and expenditure derive from continuing activities.

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

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM


CONSOLIDATED BALANCE SHEET


AS AT 31 MARCH 2023

	Notes	£	2023 £	£	2022 £
Fixed assets					
Tangible assets	13		14,323		2,316
Current assets					
Debtors	14	128,335		104,600	
Cash at bank and in hand		613,933		642,104	
		<u>742,268</u>		<u>746,704</u>	
Creditors: amounts falling due within one year	15	(392,118)		(397,167)	
Net current assets			<u>350,150</u>		<u>349,537</u>
Total assets less current liabilities			<u>364,473</u>		<u>351,853</u>
Income funds					
Restricted funds	17		157,557		136,052
Unrestricted funds			<u>206,916</u>		<u>215,801</u>
Total consolidated funds			<u>364,473</u>		<u>351,853</u>

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

The financial statements were approved and authorised for issue by the Trustees on 23rd November 2023


Jennifer Fleming (Chair)
Trustee


Graham Ferris (Treasurer)
Trustee

Company Registration No. 05352679

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM


CHARITY BALANCE SHEET


FOR THE YEAR ENDED 31 MARCH 2023

	Notes	£	2023 £	£	2022 £
Fixed assets					
Tangible assets	13		14,323		2,316
Current assets					
Debtors	14	140,304		111,254	
Cash at bank and in hand		555,652		599,213	
		695,956		710,467	
Creditors: amounts falling due within one year	15	(378,479)		(385,982)	
Net current assets			317,477		324,485
Total assets less current liabilities/Net assets			331,800		326,801
Income funds					
Restricted funds	17		157,557		136,052
Unrestricted funds			174,243		190,749
Total charity funds			331,800		326,801

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

The financial statements were approved and authorised for issue by the Trustees on 23rd Nov. 2023


Jennifer Fleming (Chair)
Trustee


Graham Ferris (Treasurer)
Trustee

Company Registration No. 05352679

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

CONSOLIDATED STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	£	2023 £	£	2022 £
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	24		(13,835)		(44,693)
Corporation tax			<u>(1,822)</u>		<u>(285)</u>
Net cash inflow/(outflow) from operating activities			(15,657)		(44,978)
Investing activities					
Purchase of tangible fixed assets		(15,301)		(2,346)	
Interest received		<u>2,788</u>		<u>77</u>	
Net cash generated from/(used in) investing activities			<u>(12,513)</u>		<u>(2,269)</u>
Net increase/(decrease) in cash and cash equivalents			(28,170)		(47,247)
Cash and cash equivalents at beginning of year			<u>642,104</u>		<u>689,351</u>
Cash and cash equivalents at end of year			<u><u>613,933</u></u>		<u><u>642,104</u></u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Nottingham and Nottinghamshire Refugee Forum is a private company limited by guarantee incorporated in England and Wales. The registered office is 33a Hungerhill Road, Nottingham, NG3 4NB.

1.1 Accounting convention

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

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

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

1.2 Basis of consolidation

The consolidated financial statements include the financial statements of the parent charitable company and its subsidiary undertaking, Voices in Refuge CIC (company number 10517672).

1.3 Going concern

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

1.4 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

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

1.5 Incoming resources

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

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

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

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies (continued)

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Such income is only deferred when:

- the donor specifies that the grant or donation must only be used in future accounting periods; or
- the donor has imposed conditions which must be met before the Charity has unconditional entitlement.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

1.6 Resources expended

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.7 Tangible fixed assets

Tangible fixed assets costing more than £500 are initially measured at cost and subsequently measured at cost, net of depreciation.

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

General equipment	20% straight line
IT equipment	20% straight line
Café equipment	10% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.8 Employee benefits

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

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

1.9 Retirement benefits

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

1.10 Taxation

The tax currently payable is based on the subsidiary's taxable surplus for the year. Taxable surplus differs from net surplus as reported in the income and expenditure account because it excludes items of income or expense that are taxable or deductible in other years and it further excludes items that are never taxable or deductible. The company's liability for current tax is calculated using tax rates that have been enacted or substantively enacted by the reporting end date.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

2 Critical accounting estimates and judgements

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

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

3 Income from donations and legacies

	2023	2022
	£	£
Other donations	72,396	87,673
Anonymous Legacy Donation	10,000	10,000
	<u>82,396</u>	<u>97,673</u>
Analysis by fund		
Unrestricted funds	73,009	82,491
Restricted funds	9,387	15,182
	<u>82,396</u>	<u>97,673</u>

NNRF raised £72,396 in donations (2022: £87,673). NNRF had 150 regular monthly donors contributing £31k with the rest being raised from one-off donations ranging from £5 to £3000.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

4 Income from charitable activities

	2023	2022
	£	£
The Lady Hind Trust	3,000	5,000
Nottingham City Council	618,134	619,611
The Henry Smith Charity	25,000	-
Lloyds Bank Foundation	25,000	26,000
St Ann's Advice Group	20,939	32,691
BBC Children in Need	48,207	25,931
Framework Housing Association	27,312	33,073
The AB Charitable Trust	14,000	18,000
Refugee Action	46,165	37,720
JN Derbyshire Trust	3,000	2,000
Martin Lewis Corona Fund	-	7,740
Barrow Cadbury Trust	-	16,632
The National Lottery Community Fund	46,630	19,911
Tampon Tax Fund	-	2,200
Garfield Weston Foundation	7,500	24,000
The Schroder Trust	-	5,000
SJICD Grant	-	5,000
Forrester Family Trust	10,000	-
Justice Together	19,600	-
The Southall Trust	9,000	-
The Postcode Community Trust	11,000	-
Gemini Trust	13,358	-
Whitaker Charitable Trust	5,000	-
Jessie Spencer Trust	20,000	-
The Jones 1986 Charitable Trust	8,000	-
Other income	18,073	15,586
	<u>998,918</u>	<u>896,095</u>
Analysis by fund		
Unrestricted funds	175,539	150,804
Restricted funds	823,379	745,291
	<u>998,918</u>	<u>896,095</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

5 Income from other trading activities

	2023	2022
	£	£
Fundraising income	25,666	14,624
Interpreting fees	32,479	17,580
	<u>58,145</u>	<u>32,204</u>

6 Income from investments

	2023	2022
	£	£
Interest receivable	<u>2,788</u>	<u>77</u>

7 Other trading activities - expenditure

	2023	2022
	£	£
Interpreter costs	480	868
Staff training	1,007	-
IT Costs	1,222	1,945
Travelling	830	293
Volunteer expenses	-	200
Subscriptions	8	96
Legal and professional fees	13	13
Accountancy	1,770	1,578
Stationery	78	14
Telephone	-	110
Bank charges	30	30
Insurance	728	734
Entertaining	140	54
Sundry	21	-
	<u>6,327</u>	<u>5,935</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

8 Charitable activities - expenditure

	2023 £	2022 £
Staff costs	848,110	799,760
Other staff costs	29,201	18,776
Depreciation	3,295	1,513
Activities	6,283	7,150
Bank charges	895	846
Cleaning	1,325	439
Donations & grants awarded	44,136	35,699
Food & refreshments	16,732	5,874
Insurance	5,515	5,611
IT software & maintenance	14,805	13,424
Legal & professional fees	11,623	17,243
Other expenses	4,401	1,487
Onerous contract costs	-	(14,300)
Photocopying & printing	6,460	6,502
Premises, repairs & maintenance	7,661	13,555
Publications & subscriptions	14,029	9,194
Rent & services	38,893	32,760
Stationery & office supplies	9,508	814
Telephone, post & internet	21,096	20,966
Training	3,368	2,653
Travel	9,188	6,454
Volunteer expenses	801	197
	<u>1,097,323</u>	<u>986,617</u>
Share of governance costs (see note 9)	24,156	21,959
	<u>1,121,479</u>	<u>1,008,576</u>
Analysis by fund		
Unrestricted funds	324,541	260,685
Restricted funds	796,398	747,891
	<u>1,121,479</u>	<u>1,008,576</u>

9 Governance costs

	2023 £	2022 £
Staff costs	14,028	9,679
Audit & accountancy fees	10,128	12,280
	<u>24,156</u>	<u>21,959</u>

Included within Audit & accountancy fees above is £5,000 (2022 - £5,000) in relation to audit fees.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

10 Trustees

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

No expenses were incurred by the trustees on behalf of the charity during the year.

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	45	41
	<hr/>	<hr/>
Employment costs	2023	2022
	£	£
Wages and salaries	789,721	742,635
Social security costs	53,898	50,200
Other pension costs	18,519	16,604
	<hr/>	<hr/>
	862,138	809,439
	<hr/>	<hr/>

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

Remuneration of key management personnel

	2023 £	2022 £
Aggregate compensation	87,047	79,086
	<hr/>	<hr/>

The director resigned from the management team in June 2022. A new director was appointed to the management team in August 2022. The deputy director was a part of the management team for the whole year. Remuneration of the Director & Deputy Director is included within key management personnel.

Increases to salary are initially considered by the trustees on the Finance Committee and then sent to the Board of Trustees for approval.

12 Taxation

	2023 £	2022 £
Corporation tax payable	1,820	285
	<hr/>	<hr/>
	1,820	285
	<hr/>	<hr/>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

13 Tangible fixed assets – Group & Charity

	Café equipment £	General equipment £	IT equipment £	Total £
Cost				
At 1 April 2022	2,346	44,465	45,524	92,335
Additions	-	-	15,301	15,301
	<u>2,346</u>	<u>44,465</u>	<u>60,825</u>	<u>107,636</u>
At 31 March 2023	2,346	44,465	60,825	107,636
Depreciation and impairment				
At 1 April 2022	235	44,260	45,523	90,018
Depreciation charged in the year	235	-	3,060	3,295
	<u>470</u>	<u>44,260</u>	<u>48,583</u>	<u>93,313</u>
At 31 March 2023	470	44,260	48,583	93,313
Carrying amount				
At 31 March 2023	<u>1,876</u>	<u>205</u>	<u>12,242</u>	<u>14,323</u>
At 31 March 2022	<u>2,111</u>	<u>205</u>	<u>-</u>	<u>2,316</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14 Debtors	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Trade debtors	77,429	27,605	72,518	21,561
Other debtors	2,011	2,025	19,726	15,085
Prepayments and accrued income	<u>48,895</u>	<u>74,970</u>	<u>48,060</u>	<u>74,608</u>
	<u>128,335</u>	<u>104,600</u>	<u>140,304</u>	<u>111,254</u>

15 Creditors: amounts falling due within one year	Group 2023 £	Group 2022 £	Charity 2023 £	Charity 2022 £
Trade creditors	16,966	4,922	16,332	4,922
Other creditors	1,820	285	-	-
Accruals and deferred income	<u>373,332</u>	<u>391,960</u>	<u>362,147</u>	<u>381,060</u>
	<u>392,118</u>	<u>397,167</u>	<u>378,479</u>	<u>385,982</u>

Accruals and deferred income includes £346,150 (2022 - £374,368) in relation to deferred income. This relates to grants received that span the year end.

16 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £18,519 (2022 - £16,605).

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

17 Restricted funds

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

	Movement in funds				
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Communities of Identity Fund	20,130	14,010	(2,199)	(31,941)	-
United Kingdom Resettlement Scheme	93,448	184,736	(161,536)	(25,904)	93,448
Volunteer Co-ordinator Fund	310	35,774	(34,473)		1,611
Youth Project	2,388	29,253	(30,533)		1,109
ESOL	1,296	13,278	(13,520)	(1,055)	-
Specialist Advice Team	10,073	68,864	(69,037)	11,967	21,866
Pamoja Women's Project	418	3,400	(3,559)		259
Afghan Resettlement Services	1,051	109,834	(108,849)	(2,036)	-
Client Participation	297	11,224	(10,413)		1,108
Children and families	3,935	33,107	(28,741)		8,301
Anti-destitution support	1,763	71,512	(73,335)	60	-
Explore, Adapt, Renew	924	40,738	(40,104)		1,558
Money Sorted Fund	19	19,438	(13,867)	(5,591)	-
Employability Project	-	41,130	(40,463)	(667)	-
Into the Mainstream	-	47,939	(40,210)	4,613	12,342
Opportunity & Change	-	22,378	(24,002)	1,624	-
Café Narjis	-	22,522	(22,162)		361
Security Officer	-	-	(17,013)	17,013	-
General Advice Services	-	61,529	(60,526)	14,592	15,595
Grassroots project	-	2,100	(2,399)	299	-
	<u>136,052</u>	<u>832,766</u>	<u>(796,938)</u>	<u>(14,323)</u>	<u>157,558</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Prior year:

	Movement in funds			
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers
	£	£	£	£
Communities of Identity Fund	14,013	20,375	(14,258)	-
United Kingdom Resettlement Scheme	93,335	201,668	(201,425)	(130)
Volunteer Coordinator Fund	752	29,000	(29,442)	-
Grassroots Project	1,000	10,482	(11,540)	58
Youth Project	709	13,160	(11,481)	-
National Lottery Covid Project	674	-	-	-
ESOL	1,663	15,224	(15,591)	-
Initial Accommodation Project	604	22,196	(22,812)	12
Specialist Advice Team	4,385	80,500	(80,514)	5,702
Pamoja Women Project	370	2,282	(2,234)	-
Afghan Resettlement Services	-	53,671	(52,620)	-
Client Participation	-	3,500	(3,203)	-
Children and families	-	19,431	(15,496)	-
Anti-destitution support	-	64,301	(62,600)	62
General Advice Services	-	29,868	(29,933)	65
Explore, Adapt, Renew	-	17,024	(16,088)	(12)
Employability Project	-	42,274	(42,402)	128
G Advice Worker Fund	-	10,361	(10,361)	-
Into the Mainstream	-	51,939	(46,173)	(5,766)
Money Sorted Fund	-	29,191	(29,172)	-
Opportunity & Change	-	29,073	(35,305)	6,232
Food Bank Worker	-	6,353	(6,291)	(62)
Security Officer	-	8,600	(8,950)	350
	<u>117,505</u>	<u>760,473</u>	<u>(747,891)</u>	<u>5,965</u>
				<u>136,052</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

17 Restricted funds (continued)

Anti-Destitution Support

The Anti-Destitution project supports failed asylum seekers with their immediate support. Direct help is given with a Foodbank, free meals in our Community Café and a monthly cash grant. Funding for the 2 staff who manage this project now comes from The Henry Smith Charity, who have given us a grant of £60k for the next 3 years. Funding for the direct support comes from a number of small grants and one-off donations.

Into The Mainstream

This fund is provided by Nottingham City Council to cover the cost of the Project Coordinator, any additional staffing as well as the core costs associated with the delivery of the project. The project focuses on providing information, advice and practical assistance to help our clients access mainstream health services.

General Advice Services

Funding for the General Advice team & interpreters is mainly provided by Nottingham City Council through their Communities of Identity programme supplemented by extra funding from the Resettlement contract. The Council funding has been drastically cut in the last 2 years so we were successful in obtaining extra funding from The National Lottery Fund to compensate for this funding reduction under their Raising Horizons Programme. This programme will support a number of our projects including General Advice for 3 years from 1 February 2023. General Advice is dependent upon a large number of volunteers to support our wide ranging advice service.

Communities of Identity Fund

This fund is provided by Nottingham City Council and is administered and allocated to other voluntary and charitable organisations to deliver activities and services that will help people from refugee and asylum seeker communities to get the right support and advice, provide appropriate skills and confidence-building activities, and enable them to become active citizens.

Specialist Advice Team

Independent Living Support Service funding is provided by Nottingham City Council and supports the running of our Specialist Advice Team (SAT). SAT provides complex casework support for clients.

Resettlement Project including United Kingdom & Afghan Resettlement Schemes & Employability Team
Historically NNRF has provided support including employability training to refugees resettled in Nottinghamshire under the Vulnerable Persons Resettlement Scheme provided primarily to Syrian refugees. This scheme was replaced by the UK Resettlement Scheme in 2021 & in August 2021 a bespoke scheme was brought into operation for Afghan refugees.

In Feb 2022 Nottingham City Council announced their intention to tender for a new 3 year contract to run support services for all resettlement schemes from 1 October 2022. NNRF were successful in winning this tender. We receive a fixed amount of income annually for each refugee we support. To reflect the amount of support required the income is spread over 3-5 years but the income received is front loaded in the first 2 years when most support is required. The contract has been prepared on the understanding that a minimum 45 refugees will be resettled each year with an expected maximum of 75 refugees a year. For each refugee NNRF receives just over £5k in income to fund the support & training.

Volunteer Co-ordinator Fund

This fund, funded by a number of funders, covers the cost of the Volunteer Co-ordinator who oversees the recruitment and supervision of our volunteers. We have over 260 volunteers that support most of our projects through their invaluable contribution. From 1 February 2023 this project will be primarily funded by The National Lottery Fund through their Raising Horizon Programme.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

17 Restricted funds (continued)

Pamoja Women's Group

This group for refugee women was initially funded by a grant from the Tampon Tax Fund. The aim of the group is to encourage creativity, self-confidence & friendship by running a weekly skills based session. The group could not run during Covid but re started in January 2022. We have recently secured an Awards For All grant to ensure the Group can continue until at least 31 March 2024.

Client participation

Funding for a Client Participation Worker originally came from a Postcode Lottery Grant received at the start of Covid to develop our Community Café. We have widened the scope of the role to develop a Community hub at NNRF with the aim of reducing feelings of isolation. From 1 February 2023 the Client Participation Role has been funded by The National Lottery Fund through the Raising Horizons programme and is now a full time role.

Money Sorted Fund

This fund is provided by the National Lottery Fund and the European Social Fund and overseen by the St Ann's Advice Group. The project helps people throughout Derbyshire and Nottinghamshire with money management and supports them to improve their financial well-being. The funding for this programme was only committed until 31 March 2023 however because the Caseworker moved roles on 30th September 2022 it was agreed to terminate the contract early on that date.

Opportunities and Change Fund

This fund is received through Framework to deliver a support programme for people with multiple and complex needs throughout Derby, Derbyshire, Nottingham and Nottinghamshire. The aim is to create a tailored package of support that will assist with a range of needs including accommodation, mental healthcare and education. The funding for this programme finished at 31 March 2023 & the .

Children & Families

This fund is provided by BBC Children in Need and is used to provide holistic support to asylum seekers and refugee families with younger children. BBC Children In Need agreed a further 2 year funding for this project in September 2021. As a result of project savings the project has been extended to 31 December 2023 but we'll need more funding to extend further.

Youth Project

This project aims to reduce social isolation by running weekly group sessions and regular trips and activities. Children in Need have funded the cost of a part time youth coordinator plus interpreter fees and some of the activity cost. Money saved on not running activities during Covid enabled us to recruit a 3 day a week youth caseworker initially on a 12 month contract. We have received sufficient grant funding in the last 12 months to continue the youth co-ordinator role until 30th September 2024. Framework have also agreed to fund for 5 years a part time young person support worker to work in the Community with young refugees.

Grassroots Project

Our community garden which was created from an area of rough ground with the help of grants & donations. All money raised is reinvested in the garden. The community garden is maintained by staff & volunteers although the project team are working on a funding bid to fund a part time garden worker.

Explore, Adapt, Renew

This funding is provided by Refugee Action. This is designed to explore different ways of providing early intervention and advice to avoid clients falling into difficulty in future. This funding enables us to fund a full-time SAT Co-ordinator and a part time Caseworker to support asylum seekers housed in local hotels.

English for Speakers of Other Languages (ESOL)

This fund is provided by Nottingham City Council to provide English language training to our clients. ESOL training is provided by our Language Justice team, who also provide training to our interpreters & volunteers.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

17 Restricted funds (continued)

Café Narjis

The Café re-opened in October 2022 employing 2 part time Café hosts funded by a private donation from the Gemini Trust. The Café aims to provide a safe & welcoming space for refugees & asylum seekers to meet and socialise.

Projects that finished funding in 2021/22

Food Bank Worker Fund

This Covid related funding was provided by the Barrow Cadbury Trust and Lloyds Bank to fund a part time worker to manage & distribute food & provisions to our destitute clients.

Security Officer

This Covid funding supported the employment of a security guard whilst we were still transitioning back to a normal face to face Advice service. We retained a Security presence on site until the Café re-opened in October 2022.

National Lottery Covid Support Project

This one-off fund from the National Lottery supported us with converting our offices to make them Covid compliant & to provide laptops to facilitate Home Working.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023

18 Designated funds

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

	Movement in funds			Movement in funds			Balance at 31 March 2022	Movement in funds			Balance at 31 March 2023
	Incoming resources	Resources expended	Transfers	Absorbed by general fund	£	£		Incoming resources	Resources expended	Transfers	
	£	£	£	£	£	£		£	£	£	£
Safety Officer Fund	-	-	(350)	350	-	-		-	-	-	-
Opportunities & Change Fund	-	-	(6,232)	6,232	-	-		-	-	-	-
Grassroots	-	-	(58)	58	-	-		-	-	-	-
National Lottery Covid Project	-	-	675	(675)	-	-		-	-	-	-
Fundraising Co-ordinator	-	-	-	-	-	-		-	-	20,000	20,000
	-	-	(5,965)	5,965	-	-		-	-	20,000	20,000

The trustees approved a £20,000 reserve be set up in May 2022 to fund the first 6 months costs of employing a Fundraising Co-ordinator. It is the view of the trustees that after 6 months this post should be self-financing and it is hoped that it will significantly grow unrestricted reserves.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

19 Analysis of net assets between funds

Fund balances at 31 March 2023 are represented by:

Group:	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£	2022	2022	2022
	£	£	£	£	£	£
Tangible assets	14,323	-	14,323	2,316	-	2,316
Current assets/(liabilities)	192,593	157,557	350,150	213,485	136,052	349,537
	<u>206,916</u>	<u>157,557</u>	<u>364,473</u>	<u>215,801</u>	<u>136,052</u>	<u>351,853</u>

Charity:

Tangible assets	14,323	-	14,323	2,316	-	2,316
Current assets/(liabilities)	159,920	157,557	317,477	188,433	136,052	324,485
	<u>174,243</u>	<u>157,557</u>	<u>331,800</u>	<u>190,749</u>	<u>136,052</u>	<u>326,801</u>

20 3rd party funds

During the year, the charity handled 3rd party funds from the Nottingham City Council's Communities of Identity grant. £78,051 (2022 - £92,994) was received as the lead organisation and passed on to other voluntary organisations under the programme.

21 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023	2022
	£	£
Within one year	3,922	4,602
Between two and five years	2,941	884
In over five years	-	-
	<u>6,863</u>	<u>5,486</u>

Lease payments recognised as an expense totalled £35,514 (2022 - £34,516) during the year.

22 Related party transactions

During the year £36,551 (2022: £41,907) was paid out in grants to Belong Nottingham. The trustee Amdani Juma is an employee of Belong Nottingham. The trustee Peter Strauss currently hosts refugees who are users of NNRF's services. During the year £1,308 (2022: £2,000) was paid out in grants to Vanclaron Community Interest company. During the year Helen O'nions was a director for Vanclaron until she resigned on 10th November 2022.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

23 Subsidiaries

Details of the charity's subsidiaries at 31 March 2023 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held Direct
Voices in Refuge CIC (Company number 10517672)	England & Wales	The provision of interpreting services	Subscriber	100.00

The aggregate capital and reserves and the result for the year of subsidiaries was as follows:

Name of undertaking	Profit/(Loss) £	Capital and Reserves £
Voices in Refuge CIC	14,441	32,673

24 Cash generated from operations

	2023 £	2022 £
Surplus for the year	14,441	11,538
Adjustments for:		
Investment income recognised in statement of financial activities	(2,788)	(77)
Depreciation and impairment of tangible fixed assets	3,295	1,513
Movements in working capital:		
Increase in debtors	(23,735)	(65,689)
Decrease in creditors	(5,049)	8,022
Cash generated from/(absorbed by) operations	(13,835)	(44,693)

