

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 2025

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Graham Bell (Chair)	(Appointed 20 January 2025)
	Allan Njanji	
	Helen O'nions	
	Darren York	
	Caroline Mombeyarara	
	Graham Ferris (Treasurer)	
	Heidi Richardson	
	Jenny Rose-Myers	
	Paddy Tipping	
	Fiona Becker	
	Fahir Faleel	(Elected 14 November 2024)
	Sam Crawford (Vice Chair)	(Elected 14 November 2024)

Management team	Frank Forman, Director from 5 th September 2022
	Sonia Bilkhu, Team Leader from 8th July 2019
	John Gordon, Finance Manager from 4th March 2019
	Debbie Royle, Deputy Director from 14th September 2020
	Barbara Dhilwayo, Language Justice Manager from 1st June 2023

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
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NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

LEGAL AND ADMINISTRATIVE INFORMATION (CONTINUED)

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

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NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and financial statements for the year ended 31 March 2025.

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), Specialist Advice (Housing & Welfare Benefits), Young People and Refused Asylum Seeker Support (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, Initial accommodation outreach support, welfare benefits, health provision, ESOL classes, social activities, a refused asylum seeker support service including food bank, interpreting, help finding employment, LGBTQI+ support, youth project, women's group and a community café and garden.

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.

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FOR THE YEAR ENDED 31 MARCH 2025

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 175 volunteers (including 25% with lived experience of forced migration) working across the Forum, and this year taking on a wider range of roles.

Volunteering at the Forum offers challenging and exciting opportunities. We are only able to deliver such a wide range and scope of services because of the invaluable contribution of our volunteers. Volunteering 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 have been holders of the Investing in Volunteers award after achieving the national standard of good practice in managing volunteers first awarded in 2019.

Quotes

"Great opportunity to contribute positively towards the community, learn skills, and build a good CV"

Achievements and performance

We have continued to meet the needs of asylum seekers and refugees through a changing landscape. This year, the introduction of E-visas was something that required a specific response and, in partnership, we supported 660 people to set these up.

In response to the Rwanda detentions in May 2024, NNRF set up a new response program, ensuring that all clients liable to detention were provided with cards carrying NNRF's contact numbers. The program allowed NNRF to follow up with client's solicitors, link clients with detention support groups and conduct regular welfare checks.

Our Language Justice project interpreting services continues to provide over 300 hours interpreting a week, and our Community Interest Company, Voices in Refuge (ViR), continues to develop.

We have become an established safe and welcoming centre for asylum seekers and refugees in Nottingham. Our community café 'Narjis' has flourished, offering activities and support. Not only does the café seek to provide a listening ear and a warm space, it also offers wifi, charging points, hot drinks and free food. We serve around 1300 meals a month.

Our volunteer-led garden has grown, providing the opportunity to support the wellbeing of staff, volunteers and clients.

Quotes

From a newly recognised refugee who had secured housing:

"I am so thankful for your tremendous support during last few days. Your empathy and understanding in this difficult time has been a true blessing."

Project statistics

In 2024-25 we supported a total of 4,239 clients with 7,148 separate cases.

Other KPIS

- 852 number of asylum seekers supported.
- 45 refused asylum seekers with no recourse to public funds provided with monthly cash support
- 1139 visits to our food bank for refused asylum seekers with no recourse to public funds

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

Project statistics (continued)

- 74 different nationalities represented
- 111 partner organisations worked with
- 13,000 meals served in Café Narjis
- 1,883 refugees and asylum seekers attended our drop-in advice service where our team of volunteers and staff assisted 4,525 different cases.
- 728 asylum seekers and refugees were attended by our Specialist Advice Team
- 98 Women attended our Pamoja Group
- 310 clients supported through the various resettlement scheme

Reserves policy

The Forum aims to maintain unrestricted reserves of between 2 and 3 months of consolidated operating expenditure. This level of reserves should be sufficient to cover the costs of winding up the Forum if that becomes necessary, specifically:

Staff notice and redundancy payments:

Rent, utility, and any other costs due to termination of contracts;

Professional fees.

The reserves can also be made available for and should be sufficient to finance:

Short term liquidity shortfalls;

Any necessary restructuring costs as available funding or service demands shift;

One-off unbudgeted expenditures;

Investment in staff capacity for a strictly limited time.

Any such use of the reserves is recommended by the finance sub-committee for authorisation by the full Board.

The finance sub-committee and Board maintain oversight of reserve levels over the year and the amount held is calculated precisely at the time of final year accounts. If the level of unrestricted reserves is lower or higher than desired (over 2 or under 3 months operating costs) the matter is referred to the full Board to decide upon a response, such as devising a strategy for building or reducing them. At 31 March 2025 NNRF's consolidated unrestricted reserves were £268k representing 9 weeks of operating costs which is within the parameters included in the reserve policy.

Setting up designated reserves for specific purposes such as capital investment is decided upon by the Board outside of the normal oversight and management of NNRF's reserves.

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TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

Pay policy for trustees' & 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. £196 of expenses were claimed in the year to 31 March 2025 - 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.

Specific projects:

Refused Asylum Seeker Advocacy Project (formerly Anti-Destitution)

The Refused Asylum Seeker Advocacy Project (formally known as Anti-destitution project) helps refused asylum seekers with no recourse to public funds. Supporting with their immediate needs such as food and disposable cash, the project also provides help and support around clients' 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.

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 and at a nominal fee of £3.00 for the staff and public. The café provides wifi, books, information leaflets and educational materials, as well as games and activities. In 2024-2025 we have served over 13000 free meals to asylum seekers and refugees.

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 called the Dream Team. 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.

General Advice

General Advice serves as the first point of contact for many clients visiting NNRF. 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 and provide basic support, as well as offering referrals to other projects both inside and outside of the Forum. The project is run by a team of volunteers under the supervision of staff.

Grassroots Community Garden

We have created 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 Nottingham Refugee Forum'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.

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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.

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 Community Interest Company, Voices in Refuge (ViR), we supply interpreters to external agencies and supply community interpreter training around the UK and internationally.

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.

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

The 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 or otherwise 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 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 include vulnerable people, including women and girls at risk, and members of minority groups at risk.

NNRF has worked in partnership with the Nottingham City Council and Nottinghamshire County Council 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.

On 1st March 2025, these two schemes merged and were closed to new entrants on 1 July 2025.

UK Resettlement Scheme (UKRS)

The UK government launched the 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.

NNRF has worked in partnership with Nottingham City Council and Nottinghamshire County Council 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 UKRS 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.

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FOR THE YEAR ENDED 31 MARCH 2025

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, provide a warm and accessible welcome 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 approximately 500 weekly "work" hours, equating to £6000 per week if salaried at the 2024 real living wage.

Youth Project

The Youth Project provides client-centred holistic support, advice and assistance to unaccompanied asylum-seeking children (UASC) and young asylum seekers and refugees 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. Club activities and a dedicated young person's caseworker allow us to stay in touch with young people, enabling them to understand changes in regulations and maintain access to services they need.

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. In general, this bid will consist of the bulk of the grant money going to OISC L3 'hub' organisations in each area of the region.

This will fund senior adviser/caseworker positions in these organisations to secure or expand capacity of high-level advice across the region. In return for receiving the bulk of the funding, these organisations will commit a portion of these roles (roughly 25%) to 'levelling-up' organisations of a lower accreditation but who wish to raise their accreditation and capacity. In Nottingham, this role will go to the Nottingham Law Centre who will offer support to our OISC L2 working.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

Directors Report

At NNRF, we believe everyone deserves a chance to rebuild their lives. Our range of services and projects look to do this, supporting those arriving in Nottingham as asylum seekers and refugees through to those who have been granted indefinite leave to remain.

We continue to successfully operate in a challenging environment, with an increasingly hostile rhetoric around asylum seekers over past year, with the continued focus on those traveling to the UK by boat. The threat of deportation to Rwanda which was ramped up just before the local election of May 2024 set the tone of challenges for the year. The whole charity sector is going through significant funding challenges with increasing competition when applying for grant funding and the cutbacks in local authority money. The staff and volunteers have shown great resilience during an emotionally challenging year.

Despite the very challenging and distressing circumstances our clients find themselves in, we have created a safe and welcoming centre, where we strive to make sure that everyone is treated with respect and listened to.

Successes

Our community café 'Narjis' continues to flourish offering, activities, support, a listening ear and providing a warm space, Wi-Fi, charging points, hot drinks and free food.

Over the past year we have served over 13,000 meals at an average of 1,300 meals per month and up to 95 meals per day. We rely on a team of volunteers to help prepare and serve and have had the pleasure of working with over 60 volunteers over the past year.

With our clients we have created a calm safe space while waiting for advice and support from our dedicated staff and volunteers.

Our Christmas Gift Drive grew this year, which is becoming more successful delivering over 420 presents to families across Nottingham and Nottinghamshire supported by 12 wonderful volunteers. Delivery volunteers spoke about the joy on children's faces at receiving presents and achieving so much in such a short period of time.

We have agreed the heads of terms on 15 years lease on our current building, giving us a secure home.

We have seen 4,239 separate clients supported and over 7,000 cases

We have been able to deliver on our commitment to have greater representation from those with Lived Experience in our staff team with 9 of 17 jobs advertised appointed.

Development and next year

Our focus over the next year will be as follows:

- Developing partnership, the need for partnership working is becoming more important and funding becomes harder to secure and the challenges increase
- Funding and income, we will look to develop a longer-term income strategy looking at fundraising, income generation and grants
- Organisational development: focusing on volunteering and the role increasing role that this may play in service delivery, case recording and efficiency and consistency in case management, working with those with Lived experience and developing our offer of legal support, which is a sector-wide issue
- Client services having clear expectations about what we offer and how we work,
- Monitoring and evaluation, for us to be able to better show case our achievements

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

Staffing

As of 31 March 2025, we employed 52 staff of which 24 were full time and 28 part time. Of those 52 staff, 15 have been recruited in the last 12 months, with 1 new post being a grants and trust coordinator.

Chair's Report

Challenge and uncertainty continue to define the environment within which the Forum operates. Despite the prevailing conditions, we have continued to deliver on our purpose during the last year, meeting the needs of asylum seekers and refugees and helping them to rebuild their lives. In doing so, we have achieved a number of notable successes and continued to develop our services and build our capabilities.

I joined the Board of Trustees as Chair towards the end of 2024/25 and I have already been hugely impressed by the expertise and commitment of our people - the connection with the organisation and belief in the work that is being done on behalf of clients is immediately apparent. All of those involved can be rightly proud of having supported well over 2000 clients through its advice service, delivered over 7000 hours of interpreting and provided over 13000 free meals in the cafe during the year.

Looking ahead, NCVO recently described 2025 as the year of the 'big squeeze', quoting multiple challenges facing the charity and voluntary sector. Organisations like ours not only have to contend with increased operating costs, but we also face greater competition for funding. Added to this, like every other organisation, we feel the impacts of volatility and conflict, be that at a local, national or international level. As we continue to offer support to those seeking refuge in the city and county, our long-term success will be defined by how we embrace the opportunities which present themselves; it will also depend on our ability to find new and better ways of doing things and to move into the spaces created by political change and socio-economic disruption.

I can confirm that the Trustees have had regard to the guidance issued by the Charity Commission on public benefit and use their resources to promote good governance.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

Financial Review

The year to 31 March 2025 produced a consolidated deficit after tax of £(70,762), which contrasts with a surplus in 2024 of £6,609. The main reasons for this worsening financial position are the expiration of multi-year grants, and the need to hire additional staff, in particular to enable us to deliver the resettlement contract.

Turnover from charitable activities grew by just over £90k. Income from contracts run for Nottingham City Council increased by £150k. However, there was a countervailing increase in staff costs to deliver these contracts. Other charitable income fell by £60k mainly from grants finishing and not being renewed. The main income generating grants that generated income in 2023/24 but were not renewed were with Refugee Action, Children In Need (two multi-year grants reaching their ends), Lloyds Bank, and Forrester Trust.

Of the deficit of £70,762, £50,485 is charged to restricted reserves, money we put aside to meet such costs from contractual income or grants. The residual deficit reduced our unrestricted reserves, to £267,717 or 9 weeks of total annual costs which is within the range required by our reserves policy.

As in previous years our major customer was Nottingham City Council (NCC) who contributed £855k towards charitable activity turnover of £1,280k (£1.28 million). This was £152k more than in 2024 which is explained by an increasing number of refugees being resettled in Nottinghamshire under Home Office run resettlement schemes and additional funding for our Advice based services. We needed to employ additional staff to deliver on our obligations under these contracts so the additional revenue did not generate a significant extra surplus.

Other funders contributed £436k towards our charitable activity turnover compared to £492k in 2024. The bidding market for new grants is becoming increasingly competitive. To try to take this into account we adopted a more professional approach to grant funding in August when we appointed a part time Grants Co-ordinator to work with the volunteers and staff who have previously done the work and help with grant writing and bidding. This investment has already borne fruition with new grants from Garfield Weston, and Swire Charitable Trust to support our youth caseworker and core costs.

Our income from donations and fundraising increased by £5k in 2024/25 with more income coming from fundraising events but with a drop off in one-off donations.

Expenditure on charitable activities increased by £184k year on year. £162k related to increased staff costs. Made up with new staff costs and raising costs for all staff. Staff were awarded an average 3% cost of living increase.

We signed a new property lease in January 2025 and that accounts for the increased property costs. The only other significant increase was a £17k increase in professional fees which was related to one-off costs incurred in delivering projects and HR support costs.

The Consolidated Balance Sheet on page 20 shows £144k reduction in Cash balances. The increase in debtors of £42k mainly relates to monies owed under the resettlement contract. The £25k increase in trade creditors is explained by timing differences around pension and social security payments.

In 2025/26 we face a number of challenges. The Government's decision to increase National Insurance by both raising the rate and by reducing the threshold at which it is paid will cost us £35k. We lost the contract to run the Into The Mainstream project. We won the tender for the contract to deliver Asylum Dispersal services. However we are no longer providing ESOL under contract as this is a service others provide in Nottingham. Encouragingly the resettlement contract was extended by 2 further years from 1st October 2025. The contributions towards core costs from this contract will continue to depend upon the number of refugees resettling in Nottinghamshire.

To return to a break even position it will be necessary for us to make sensible cost savings whilst protecting service delivery and continue to win contracts for the delivery of services, like resettlement. We also need to generate more unrestricted income, that is income not tied to costly increases in service delivery. Fundraising and increased income from Voices in Refuge are sources of unrestricted income. Finally, we need to obtain repeat funding from existing grant funders and, if possible given the very tight funding environment, to win new funding that support core costs or our existing projects.

If we do not find additional income in any or all of the ways described above then we will need to restructure our organisation in order to reduce costs to a sustainable level. The Board has approved a proposal to reduce costs and maintain stability and protect services.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

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:

Graham Bell (Chair)	(Appointed 20 January 2025)
Allan Njanji	
Helen O'nions	
Darren York	
Caroline Mombeyarara	
Jennifer Flemming (Chair)	(Resigned 14 November 2024)
Roger Tanner	(Resigned 14 November 2024)
Graham Ferris (Treasurer)	
Heidi Richardson	
Jenny Rose-Myers	
Paddy Tipping	
Fiona Becker	
Fahir Faleel	(Elected 14 November 2024)
Sam Crawford (Vice Chair)	(Elected 14 November 2024)

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 2024

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.



Graham Bell (Chair)

Trustee

Dated: 13/11/2025



Graham Ferris (Treasurer)

Trustee

Dated: 13/11/2025

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 2025 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 2025 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

13/11/25

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 2025

Current financial year

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
	Notes				
<u>Income from:</u>					
Income from donations and legacies	3	66,849	10,487	77,327	96,175
Income from charitable activities	4	264,832	1,015,314	1,280,146	1,189,604
Income from other trading activities	5	89,019	12,129	101,148	39,327
Income from investments	6	7,659	-	7,659	8,039
Total income		428,359	1,037,921	1,466,280	1,333,145
<u>Expenditure on:</u>					
Charitable activities	8	481,733	1,012,356	1,494,089	1,310,005
Other trading activities	7	40,653	-	40,653	15,462
Total expenditure		522,386	1,012,356	1,534,742	1,325,467
Net income/(expenditure)		(94,027)	25,565	(68,462)	7,678
Transfers between funds	17	76,049	(76,049)	-	-
Tax on activities	12	-	-	-	(1,069)
Net movement in funds		(17,978)	(50,484)	(68,462)	6,609
Fund balances at 1 April 2024		287,994	83,088	371,082	364,473
Fund balances at 31 March 2025		270,016	32,604	302,620	371,082

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 2025

Prior financial year

		Unrestricted funds 2024 £	Restricted funds 2024 £	* Total 2024 £	Total 2023 £
	Notes				
Income from:					
Income from donations and legacies	3	80,903	15,272	96,175	82,396
Income from charitable activities	4	280,834	908,770	1,189,604	998,918
Income from other trading activities	5	28,472	10,855	39,327	58,145
Income from investments	6	8,039	-	8,039	2,788
Total income		398,248	934,897	1,333,145	1,142,247
Expenditure on:					
Charitable activities	8	412,954	897,051	1,310,005	1,121,479
Other trading activities	7	15,462	-	15,462	6,327
Total expenditure		428,416	897,051	1,325,467	1,127,806
Net income/(expenditure)		(30,168)	37,846	7,678	14,441
Transfers between funds	17	112,315	(112,315)	-	-
Tax on activities	12	(1,069)	-	(1,069)	(1,820)
Net movement in funds		81,078	(74,469)	6,609	12,621
Fund balances at 1 April 2023		206,916	157,557	364,473	351,853
Fund balances at 31 March 2024		287,994	83,088	371,082	364,473

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 2025

	Notes	£	2025 £	£	2024 £
Fixed assets					
Tangible assets	13		14,021		14,750
Current assets					
Debtors	14	248,922		207,112	
Cash at bank and in hand		474,592		617,942	
		723,514		825,054	
Creditors: amounts falling due within one year	15	(434,915)		(468,722)	
Net current assets			288,599		356,332
Total assets less current liabilities/Net assets			302,620		371,082
Income funds					
Restricted funds	18		32,604		83,088
Unrestricted funds	17		270,016		287,994
Total consolidated funds			302,620		371,082

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 13/11/2025



Graham Bell (Chair)
Trustee



Graham Ferris (Treasurer)
Trustee

Company Registration No. 05352679

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM


CHARITY BALANCE SHEET


FOR THE YEAR ENDED 31 MARCH 2025

	Notes	£	2025 £	£	2024 £
Fixed assets					
Tangible assets	13		14,021		14,750
Current assets					
Debtors	14	264,080		214,852	
Cash at bank and in hand		421,824		558,530	
		685,904		773,382	
Creditors: amounts falling due within one year	15	(432,880)		(448,206)	
Net current assets			253,024		325,176
Total assets less current liabilities/Net assets			267,045		339,926
Income funds					
Restricted funds	18		32,604		83,088
Unrestricted funds	17		234,441		256,838
Total charity funds			267,045		339,926

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 13/11/2025


.....
Graham Bell (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 2025

	Notes	£	2025 £	£	2024 £
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	23		(145,377)		2,528
Corporation tax			<u>(1,069)</u>		<u>(1,820)</u>
Net cash (outflow)/inflow from operating activities			(146,446)		708
Investing activities					
Purchase of tangible fixed assets		(4,563)		(4,738)	
Interest received		<u>7,659</u>		<u>8,039</u>	
Net cash generated from investing activities			<u>3,096</u>		<u>3,301</u>
Net (decrease)/increase in cash and cash equivalents			(143,350)		4,009
Cash and cash equivalents at beginning of year			<u>617,942</u>		<u>613,933</u>
Cash and cash equivalents at end of year			<u>474,592</u>		<u>617,942</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Nottingham and Nottinghamshire Refugee Forum is a private company limited by guarantee incorporated 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 2025

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 2024

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

	2025	2024
	£	£
Other donations	25,463	45,473
Enthuse – Website donations	30,789	25,304
Gift Aid	12,036	12,096
Big Give Trust	9,039	8,729
Luminarium	-	4,573
	<u>77,327</u>	<u>96,175</u>
Analysis by fund		
Unrestricted funds	66,850	80,903
Restricted funds	10,477	15,272
	<u>77,327</u>	<u>96,175</u>

NNRF raised £77,327 in donations (2024: £96,175). NNRF had 62 regular monthly donors contributing £30k with the rest being raised from one-off donations ranging from £5 to £5,000.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

4 Income from charitable activities

	2025	2024
	£	£
The Lady Hind Trust	5,000	2,000
Nottingham City Council	854,605	702,136
The Henry Smith Charity	60,000	60,000
Lloyds Bank Foundation	-	21,000
St Ann's Advice Group	-	157
BBC Children in Need	7,172	29,846
Framework Housing Association	-	13,408
FN Charitable Trust	2,000	-
The AB Charitable Trust	-	5,000
Refugee Early Action	38,690	59,231
JN Derbyshire Trust	6,000	2,000
The National Lottery Community Fund	173,415	140,207
Garfield Weston Foundation	7,500	5,000
Forrester Family Trust	-	30,000
Justice Together	3,600	200
University of Nottingham	4,225	-
Thomas Farr Charity	3,000	-
Gemini Trust	32,000	29,334
Mbili Charitable Trust	2,000	1,000
Whitaker Charitable Trust	2,000	-
Jessie Spencer Trust	5,000	10,000
The Jones 1986 Charitable Trust	15,000	8,750
Awards For All	2,500	4,100
Evan Cornish Fund	3,000	9,000
The Postcode Lottery	-	3,500
SJICD Grant	-	10,000
Swire Charitable Trust	16,667	10,000
Café income	7,530	5,467
Rental income	10,000	9,667
Other income	19,242	18,601
	<u>1,280,146</u>	<u>1,189,604</u>
Analysis by fund		
Unrestricted funds	264,832	280,834
Restricted funds	1,015,314	908,770
	<u>1,280,146</u>	<u>1,189,604</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

5 Income from other trading activities

	2025	2024
	£	£
Fundraising income	37,988	14,708
Interpreting fees	68,020	24,619
	<u>101,148</u>	<u>39,327</u>

£12,129 of the above amounts received related to restricted income (2024 - £10,855).

6 Income from investments

	2025	2024
	£	£
Interest receivable	<u>7,659</u>	<u>8,039</u>

7 Other trading activities - expenditure

	2025	2024
	£	£
Freelance Interpreters	22,960	6,998
Staff training	8,663	-
IT Costs	1,460	1,874
Travelling	2,187	1,062
Volunteer expenses	-	44
Subscriptions	99	421
Legal and professional fees	150	647
Accountancy	2,444	2,622
Stationery	62	-
Advertising	128	-
Telephone	481	-
Bank charges	34	30
Insurance	854	683
Entertaining	581	1,073
Sundry	550	8
	<u>40,653</u>	<u>15,462</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

8 Charitable activities - expenditure

	2025 £	2024 £
Staff costs	1,165,614	1,017,074
Other staff costs	12,366	909
Depreciation	5,292	4,311
Activities	12,950	12,337
Bank charges	742	959
Cleaning	1,556	3,324
Donations & grants awarded	26,722	31,677
Food & refreshments	26,795	27,978
Insurance	5,447	5,114
IT software & maintenance	15,710	16,344
Legal & professional fees	38,270	21,052
Other expenses	11,775	5,899
Photocopying & printing	11,495	13,221
Premises, repairs & maintenance	7,909	20,084
Publications & subscriptions	14,007	10,715
Rent & services	45,930	38,298
Sleeping kits	7,948	5,061
Stationery & office supplies	765	1,504
Telephone, post & internet	27,123	23,421
Training	12,592	9,222
Travel	9,881	9,269
Volunteer expenses	2,693	3,260
	<u>1,463,582</u>	<u>1,281,033</u>
Share of governance costs (see note 9)	30,507	28,972
	<u>1,494,089</u>	<u>1,310,005</u>
Analysis by fund		
Unrestricted funds	481,733	412,954
Restricted funds	1,012,356	897,051
	<u>1,494,089</u>	<u>1,310,005</u>

9 Governance costs

	2025 £	2024 £
Staff costs	17,963	15,850
Audit & accountancy fees	12,544	13,122
	<u>30,507</u>	<u>28,972</u>

Included within Audit & accountancy fees above is £10,000 (2024 - £10,000) in relation to audit fees.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

10 Trustees

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

Expenses were incurred by the trustees on behalf of the charity during the year as follows;

	2025 £	2024 £
Board Administration	196	-

11 Employees

Number of employees

The average monthly number of employees during the year was:

2025 Number	2024 Number
55	51

Employment costs

	2025 £	2024 £
Wages and salaries	1,075,754	945,034
Social security costs	82,011	64,944
Other pension costs	25,811	22,946
	1,183,576	1,032,924

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

Remuneration of key management personnel

	2025 £	2024 £
Aggregate compensation	97,259	94,317

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

	2025 £	2024 £
Corporation tax payable	-	1,069
	-	1,069

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

13 Tangible fixed assets – Group & Charity

	Café equipment £	General equipment £	IT equipment £	Total £
Cost				
At 1 April 2024	2,346	44,465	65,563	112,374
Additions	-	552	4,011	4,563
	<u>2,346</u>	<u>45,017</u>	<u>69,574</u>	<u>116,937</u>
At 31 March 2025	2,346	45,017	69,574	116,937
Depreciation and impairment				
At 1 April 2024	705	44,362	52,557	97,624
Depreciation charged in the year	235	213	4,844	5,292
	<u>940</u>	<u>44,575</u>	<u>57,401</u>	<u>102,916</u>
At 31 March 2025	940	44,575	57,401	102,916
Carrying amount				
At 31 March 2025	<u>1,406</u>	<u>442</u>	<u>12,173</u>	<u>14,021</u>
At 31 March 2024	<u>1,641</u>	<u>103</u>	<u>13,006</u>	<u>14,750</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2024

14 Debtors	Group 2025 £	Group 2024 £	Charity 2025 £	Charity 2024 £
Trade debtors	210,724	33,891	199,972	29,252
Other debtors	2,365	100	28,787	13,040
Prepayments and accrued income	35,833	173,121	35,321	172,560
	<u>248,922</u>	<u>207,112</u>	<u>264,080</u>	<u>214,852</u>
15 Creditors: amounts falling due within one year	Group 2025 £	Group 2024 £	Charity 2025 £	Charity 2024 £
Trade creditors	30,791	8,679	30,676	5,806
Other creditors	2,300	1,069	-	-
Accruals and deferred income	404,124	458,974	402,204	442,400
	<u>437,215</u>	<u>468,722</u>	<u>432,880</u>	<u>448,206</u>

Accruals and deferred income includes £346,600 (2024 - £406,248) 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 £25,811 (2024 - £22,946).

17 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	Balance at 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2025 £
Advice Team Wages & Salaries	-	-	-	20,000	20,000
General Fund	287,994	428,360	(522,386)	56,049	250,016
	<u>287,994</u>	<u>428,360</u>	<u>(522,386)</u>	<u>76,049</u>	<u>270,016</u>
Previous year:	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2024 £
General Fund	206,916	398,248	(429,485)	112,315	287,994
	<u>206,916</u>	<u>398,248</u>	<u>(429,485)</u>	<u>112,315</u>	<u>287,994</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 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 2024	Incoming resources	Resources expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£
Refused Asylum seeker	-	95,911	(99,452)	3,541	-
United Kingdom Resettlement Scheme	69,273	-	(43,920)	-	25,353
Volunteer Co-ordinator Fund	3,048	30,594	(32,933)	-	709
Youth Project	4,074	24,672	(26,229)	-	2,517
ESOL	-	14,000	(12,698)	(1,302)	-
General Advice Services	-	78,078	(77,471)	-	607
Pamoja Women's Project	264	3,120	(8,296)	4,912	-
Refugee Resettlement Scheme	-	460,025	(413,081)	(46,944)	-
Client Participation	83	35,476	(34,207)	-	1,352
SAT One Stop Shop	-	127,263	(106,130)	(21,133)	-
Explore, Adapt, Renew	5,365	35,311	(36,236)	(4,440)	-
Into the Mainstream	-	74,000	(62,877)	(11,123)	-
Café Narjis	936	49,213	(44,542)	(3,541)	2,066
Grassroots project	45	10,258	(14,284)	3,981	-
	<u>83,088</u>	<u>1,037,921</u>	<u>(1,012,356)</u>	<u>(76,049)</u>	<u>32,604</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds (continued)

Prior year:

	Movement in funds				Balance at 31 March 2024
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	
	£	£	£	£	£
Communities of Identity Fund	-	9,170	(7,545)	(1,625)	-
United Kingdom Resettlement Scheme	93,448	-	-	(24,175)	69,273
Volunteer Co-ordinator Fund	1,611	34,670	(33,233)	-	3,048
Youth Project	1,109	40,104	(37,139)	-	4,074
ESOL	-	13,278	(12,681)	(597)	-
Specialist Advice Team	21,866	68,998	(67,533)	(23,331)	-
Pamoja Women's Project	259	4,350	(4,345)	-	264
Refugee Resettlement Scheme	-	408,220	(351,047)	(57,173)	-
Client Participation	1,108	27,922	(30,572)	1,625	83
Children and families	8,301	17,346	(28,202)	2,555	-
Refused Asylum seeker	-	103,387	(104,869)	1,482	-
Explore, Adapt, Renew	1,558	54,516	(50,709)	-	5,365
Into the Mainstream	12,342	37,939	(50,304)	23	-
Café Narjis	361	39,257	(38,682)	-	936
General Advice Services	15,595	61,997	(66,493)	(11,099)	-
Grassroots project	-	13,742	(13,697)	-	45
	<u>157,558</u>	<u>934,896</u>	<u>(897,041)</u>	<u>(112,315)</u>	<u>83,088</u>

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds (continued)

Refused Asylum Seeker Advocacy Support formerly Anti-Destitution Project

This project supports failed asylum seekers with no recourse to public funds 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 comes from The Henry Smith Charity, who give us a grant of £60k per annum for 3 years ending 31 October 2025. Funding for the direct support comes from a mix of small grants, donations & fundraising events.

Resettlement Projects including United Kingdom Resettlement Schemes & Refugee Resettlement Contract

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 similar to UKRS was brought into operation for Afghan refugees escaping the Taliban regime.

Since October 2022 Nottingham City Council have funded these schemes with a specific contract to run support services for all resettlement schemes. This contract has been extended to 30 September 2027. 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 between 45 & 75 refugees will be resettled each year.

Volunteer Co-ordinator Project

This fund, funded through The National Lottery Raising Horizons programme, covers the cost of the Volunteer Co-ordinator who oversees the recruitment and supervision of our volunteers. We have over 175 volunteers supporting most of our projects through their invaluable contribution.

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 worker to run a weekly youth club and ad hoc social activities but this funding finished in January 2025 with the project closing in June 2025. We also receive funding from Swire Charitable Trust to finance a youth Caseworker to help our clients navigate a complex asylum system and to ensure they can access services to help them integrate into the UK.

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. This project finished on 31 March 2025.

General Advice Services

Funding for the General Advice team & interpreters is provided by Nottingham City Council through their Asylum Dispersal Fund supplemented by extra funding from the Resettlement contract and from The National Lottery Fund from their Raising Horizons Programme. The General Advice Team is normally the first point of contact for our clients with support services. Advice is normally provided in person or remotely on a wide range of topics including housing, welfare and social activities.

Specialist Advice Team

The Specialist Advice Team is funded through The National Lottery Raising Horizons programme & the Asylum Dispersal Fund administered by NCC. The Specialist Advice team provide specialist advice services to clients through complex casework. Guaranteed funds are insufficient to fund the salaries of all current team to 31 March 26. The estimated shortfall is £20k. We made a surplus of £21k on the previous IAG contract so in order to ensure we continue to provide this valued service at least until 31 March 2026 we propose to use this surplus to fund the shortfall.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds (continued)

Into the Mainstream

This fund is provided by Nottingham City Council to cover the cost of the Project Coordinator and 2 part time Caseworkers. The project focuses on providing information, advice and practical assistance to help our clients access mainstream health services. From 1 April 2025 this service will be provided by Belong after they successfully won a competitive tender. The 2 caseworkers transferred to Belong under TUPE arrangements

Pamoja Women's Project

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. We have recently secured a grant from Nottingham City Council to support the project until 31 March 2026..

Client Participation

From 1 February 2023 the Client Participation Role has been funded by The National Lottery Fund through the Raising Horizons programme. The project gives our clients the opportunity to be heard, develop new skills & relationships. We also received £10k from the English Sports Council to work in partnership with a local boxing club to enable young clients to access their facilities. This initiative finished in December 2024.

Explore, Adapt, Renew

This funding is provided by Refugee Action as part of a larger project funded by The National Lottery. The project explores different ways of providing early intervention and advice to avoid clients falling into difficulty in future. This funding enabled us to fund a full-time Co-ordinator and a part-time Caseworker to support asylum seekers housed in local hotels. This project finished in January 2025 after Refugee Action failed to secure additional funding from The National Lottery.

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.

Grassroots project

Our community garden was created from an area of rough ground with the help of grants & donations. The garden is safe place where clients, staff & volunteers can socialise and take part in various creative & therapeutic activities. All money raised is reinvested in the garden. The community garden is maintained by staff & volunteers as well as a part-time garden worker who is funded through a number of small grants & donations.

LGBTQ project

We secured a £10k community grant from Nottingham City Council to run activities for our LGBTQ clients. This project finished in March 2025 because the funding finished but with the help of staff & volunteers we have been able to continue to run some activities.

Initial Accommodation

A grant of £45k was awarded by Nottingham City Council to provide additional support to refugees & asylum seekers housed in local hotels & other community housing accommodation. The support given is mainly Casework & general advice. This funding has been extended until December 2026.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

18 Restricted funds (continued)

Projects that finished funding in 2023/24

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. Funding for this programme finished on 31 March 2024 but Nottingham City Council have provided new funding from an asylum dispersal grant to continue to support our General & Specialist advice teams.

Children and families

This fund was 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 2-year funding for this project in September 2021. The project finished on 31 December 2023 when we were unable to secure replacement funding so the project was closed & the Project Caseworker was made redundant.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

19 Analysis of net assets between funds

Fund balances at 31 March 2025 are represented by:

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024		2024	2024	
Group:	£	£	£	£	£	£
Tangible assets	14,021	-	14,021	14,750	-	14,750
Current assets/(liabilities)	255,995	32,604	286,299	273,244	83,088	356,332
	<u>270,016</u>	<u>32,604</u>	<u>302,620</u>	<u>206,916</u>	<u>157,557</u>	<u>364,473</u>
Charity:						
Tangible assets	14,021	-	14,021	14,750	-	14,750
Current assets/(liabilities)	220,420	32,604	253,024	242,088	83,088	325,176
	<u>234,441</u>	<u>32,604</u>	<u>267,045</u>	<u>174,243</u>	<u>157,557</u>	<u>331,800</u>

20 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:

	2025 £	2024 £
Within one year	3,255	5,993
Between two and five years	79,858	7,539
In over five years	177,450	-
	<u>260,563</u>	<u>13,532</u>

Lease payments recognised as an expense totalled £3,114 (2024 - £7,733) during the year.

21 Related party transactions

During the year £nil (2024 - £29,448) was paid out in grants to Belong Nottingham. The trustee Amdani Juma is an employee of Belong Nottingham. However, he resigned as a trustee in November 2023.

NOTTINGHAM AND NOTTINGHAMSHIRE REFUGEE FORUM

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

22 Subsidiaries

Details of the charity's subsidiaries at 31 March 2025 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	4,419	35,575

23 Cash generated from operations	2025 £	2024 £
(Deficit)/Surplus for the year	(68,462)	6,609
Adjustments for:		
Investment income recognised in statement of financial activities	(7,659)	(8,039)
Depreciation and impairment of tangible fixed assets	5,292	4,311
Taxation charged	-	1,069
Movements in working capital:		
Increase in debtors	(41,810)	(78,777)
(Decrease)/Increase in creditors	(32,738)	77,355
Cash (absorbed by)/generated from operations	(145,377)	2,528