

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

CHARITY NUMBER: 1143912

COMPANY NUMBER: 07519992

FINANCIAL REPORT FOR THE

YEAR ENDED 31 MARCH 2024

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SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

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SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31 MARCH 2024

Charity number	1143912
Company number	07519992
Contact Address & c/o	Copleston Office Copleston Road London SE15 4AN
Trustees	Sally Inman – Interim Chair Chun Lau – Treasurer Leila Mulloy Alan Robertson Claudia Leonescu (until Sept 24) Simon Taylor Tod Heyda Ajoke Ojie Gay Barry
Independent Examiner	London Accountancy Practice Sojourner Truth Centre 161 Sumner Road London SE15 6JL
Bankers	Barclays Bank

TRUSTEES ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

Welcome from Chair and Director

Chair of Trustees Report

It is now 12 years since the then Home Secretary announced the official use of the term hostile environment. During this year many refugees, asylum seekers and migrants have experienced an ever more unwelcoming environment which threatens every aspect of their lives. SDCAS continues to provide a place where people are safe, valued, supported and empowered. SDCAS staff, volunteers and trustees continue to strengthen and expand our services to enable our clients to further take control of their lives.

Sally Inman, Interim Chair

Structure, governance and management

Governing document

The Southwark Day Centre for Asylum Seekers is an incorporated company limited by guarantee, company registered number 07519992. Registered with the Charity Commission in England and Wales with registration number 1143912 and governed by the memorandum and articles of association which were adopted on the 30th of August 2011.

Organization and decision-making structure

Members are appointed by the Board of Trustees (the directors of the charity). There is no maximum number of Trustees, and the minimum is three. The trustee board normally meets every two months. The board delegates areas of work to sub-committees who report regularly to the chair and to board meetings. The sub-committees are finance, human resources and health & safety. Each sub-group is chaired and formed by trustees.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

The Director

The Director is responsible for the day-to-day management supported by key senior staff of the Charity's affairs and for implementing policies agreed by the Board of Trustees.

Statement of trustee responsibilities and overall governance

The Trustees have overall responsibility for ensuring that the Charity has appropriate systems and controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and for their proper application as required by charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Risk management

The Trustees have reviewed the major risks to which the Charity is exposed, in particular those related to the operations and finances of the Charity and are satisfied that systems are in place to mitigate exposure to the major risks.

Objectives of the Charity

- 1) The relief of poverty, the promotion of health and the advancement of education of asylum seekers, refugees and migrants in the London Borough of Southwark.
- 2) To provide help in the London Borough of Southwark for Asylum seekers, refugees and migrants who have need of facilities, information and assistance by reason of their health, age, financial hardship or social circumstances with the objective of improving their conditions of life.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

Our work in 2023/2024

Our three drop-in centres, overseen by centre leaders, continue to have borough-wide impact, helping to reduce isolation and improving the well-being of people using our service.

Each of our centres opens one day per week at different locations for those most in need of support. We are based in established community hubs in Peckham (Copleston Centre), Camberwell (Trinity College Centre), and in Bermondsey (South London Mission), our newest venue in the north of the borough. Clients come from a wide range of countries – we logged visitors from 65 countries over the last year with people from Iran, Afghanistan, Sudan, Ethiopia and Eritrea often at the top of our list, providing support with basic needs and advice in collaboration with the council and other VSC agencies. Our team has generally seen an increase in the number of newly arrived asylum seekers, and people easily find us as we are within walking distance for those who have little or no cash to access support from us.

Increasingly, the centres have been dealing with more and more safeguarding issues and homelessness, but we continue to develop our services in response to this. Our hot meals, clothing and food parcels; a social space, creche and parenting support; advice and advocacy sessions, appointments, signposting and referrals are vital in providing holistic wrap around support.

Activities and Projects

The centres continue to be very busy serving over 200 people per week:

- Destitution support includes nutritious hot meals, clothing and food parcels.
- Advice and Advocacy sessions, including remote advice sessions.
- Both gardening projects continue to be beneficial and well attended.
- Arts and Crafts projects including outreach at a local hostel.
- SDCAS continues to work with ARSP to have full time volunteers from either Poland and Germany who provide an excellent addition to the team.
- SDCAS provides a range of volunteering opportunities.

Volunteers

- Over 100 local people volunteer at SDCAS including those with lived experience. Their skills, dedication and hard work mean our service continues to develop and grow. They do everything from sourcing donations to collecting and distributing food, clothing, and home items. They are our reception team, English teachers, kitchen staff, advisors, fundraisers, content writers, website designers and more all overseen by our Volunteers Coordinator.

Staff development

Both paid staff and volunteers keep up to date as much as possible by attending training sessions relating to a range of issues such as immigration legislation, first aid, mental health awareness, safeguarding and basic food hygiene.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

Funders

We continue to be grateful to the London Borough of Southwark which has again provided a substantial grant towards core costs. This grant has continued to strengthen our applications to other key funding bodies. We are also immensely grateful for the support we continue to receive from other individual donors, exciting and dynamic fundraising events such as the annual Gala Music Festival, the bi-monthly book stall and the twice a year classical music concert, as well as the generosity of around 20 charitable trusts and organisations (listed in Notes 2, 3 and 11 to the accounts) that have helped to fund our work. We have continued to engage with faith groups, local specialists partner agencies, and developed more very fruitful and trusting relationships.

Future Developments

We are committed to:

- Building a Borough of Sanctuary with other agencies and continuing to play a key role in making this a reality.
- Challenging the hostile environment and the rise of far-right extremism.
- Reviewing our cores values and updating our action plan which will include:

Strengthening our core advice services, now overseen by a newly appointed Advice Services Manager

Ensuring we have a well-supported and resourced team which includes the work of a newly appointed Centre Operations Manager.

Ensuring the people we support are represented at various organizational levels.

Securing funding to ensure future sustainability.

Financial review

The results of the year's operation are set out in the attached financial statements. The net deficit in funds for the year amounted to (£11,205) and surplus funds for the year ended 31 March 2023 was £92,894. The retained reserves at 31 March 2024 amounted to £520,720 and for the year ended 31 March 2023 £531,925.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

Reserves Policy

Our reserve policy calculates target reserves based on potential unplanned expenditure, cashflow requirements and unfunded planned spending. As at 31 March 2024, our target reserves calculation are as follows:

2024/25	
Reserves Category	£
Contingency for 10% of all expenditure	55,420
Contingency for financial difficulty:	-
Redundancy	48,226
Other	10,000
Contingency for 6 months' temporary senior staff member in case of illness	25,187
6 months min. <u>essential operating costs</u> in case of fundraising shortfall or delay	254,520
Planned spending commitments	0
Cash flow cushion	15,000
Target Total Funds	408,353
Year - end restricted funds balance	-135,534
Target "free" reserve cash	272,819

As at the year end, the Charity's unrestricted reserves were £401,343. This is above our target which is helpful at a time of extreme uncertainty and represents a success in increase our reserves as in previous years we were well below our target amount.

Summary

SDCAS has risen to the challenge of meeting higher client needs while finding new ways to work during the challenging times. Our staff and volunteers have worked tirelessly and flexibly to keep our services open. We are grateful for the donations from individuals and organizations which have helped us stay open and without which we would not be able to provide our vital support services. The trustees' annual report was approved



On 23/11/2024

and signed on behalf of the board of trustees by:

Sally Inman, Interim Chair

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the organization for the year ended 31 March 2024, which are set out on pages 10 to 18.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

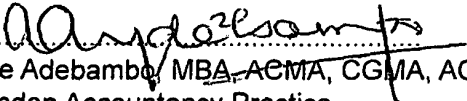
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have

not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Ade Adebambo, MBA, ACMA, CGMA, ACG
London Accountancy Practice
Sojourner Truth Centre
161 Sumner Road
London SE15 6JL

Date 5th DECEMBER 2024.

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

**Statement of Financial Activities
for the year ended 31 March 2024**

		Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Incoming Resources					
Donations and Gifts	2	90,168	3,190	93,358	97,371
Income from Charitable Activities	3	-	362,004	362,004	345,142
Investment Income	4	472	-	472	79
Total Incoming Resources		90,640	365,194	455,834	442,592
Charitable activities					
Raising Funds		-	562	562	517
Charitable Expenses	5	85,687	380,790	466,477	349,181
Total Resources Expended		85,687	381,351	467,039	349,698
Net Incoming Resources		4,952	(16,157)	(11,205)	92,894
Balances brought forward		396,391	135,534	531,925	439,031
Fund balances carried forward		401,343	119,377	520,720	531,925

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

Balance Sheet As at 31 March 2024

			2024	2023
		£	£	£
Fixed Assets				
Tangible Fixed Assets				
Current Assets				
Debtors- Accrued income/prep	8	3,325.70	3,778	
Cash at Bank and in Hand		<u>518,494</u>	<u>531,328</u>	
			521,820	535,106
Current Liabilities				
Creditors and Accruals - PAYE	9	-	2,082	
Accountancy Fees		<u>1,100</u>	<u>1,100</u>	
			1,100	3,182
			<u>520,720</u>	<u>531,925</u>
Funds Represented by:				
Unrestricted Fund			401,343	396,391
Restricted Fund			119,377	135,534
			<u>520,720</u>	<u>531,925</u>

For the year ended 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and were authorized for issue. They are signed on behalf of the board by:



Signed.....
Sally Inman (Interim Chair)
Trustee

Date ...23/11/2024.....

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

1 Accounting policies

1.1 Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement on Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 "Cash flow statements".

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income;

- income from donations or grants is recognized when there is evidence of entitlement to the gift, receipt is probable, and its amount can be measured reliably.
- legacy income is recognized when receipt is probable and entitlement is established
- income from donated goods is measured at the fair value of the goods unless it is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognized in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognized with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

1.3 Resources expended

Expenditure is recognized on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

- expenditure on raising funds includes the costs of all fundraising activities, events, noncharitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

1.4 Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subject to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

1.5 Going concern

There are no material uncertainties about the charity's ability to continue.

2 Donations and Gifts

	As at 31 March 23	Income	Expenditure	As at 31 March 24
Unrestricted Funds	£	£	£	£
Donations	133,154	51,219	85,687	98,686
Friends Scheme	38,862	11,303	-	50,165
Fundraising Activities	112,963	27,646	2,422	138,187
Interest Earned	347	286	126	507
Other Income	-	1,000	-	1,000
Total	285,326	91,454	88,235	288,546

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

Income from Charitable Activities

3	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Awards for All	-	-	-	-
Big Lottery	-	75,484	75,484	69,511
City Bridge Trust	-	8,200	8,200	16,639
Acts 435	-	1,820	1,820	1,930
Catholic Women	-	-	-	3,000
P Minet TST	-	32,370	32,370	30,000
Cosaraf Charitable	-	100	100	4,550
Fund for Human Need	-	-	-	1,160
Deutsche Bank	-	19,447	19,447	29,997
Reel Fund	-	10,000	10,000	10,000
Legacies & Bequests	-	-	-	100
Mercers Trustee	-	34,600	34,600	25,000
Refugee Action	-	31,516	31,516	47,041
MJGL	-	32,874	32,874	-
Southwark Council	-	79,090	79,090	76,200
United St Saviour's Trust	-	23,750	23,750	25,000
Trust for London	-	12,753	12,753	-
Refunds Income	-	-	-	15
The Hillcote Trust	-	-	-	5,000
	-	-	-	-
	-	362,004	362,004	345,142

Investment Income

4	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Bank Interest - Barclays Main	472	-	472	79
	472	-	472	79

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

Detailed Charitable Expenditure for the year ended 31 March 2024

5	Unrestricted Fund £	Restricted Fund £	Total 2024 £	Total 2023 £
Wages and salaries	38,089	255,631	293,720	212,867
NIC + PAYE	2,844	16,668	19,513	10,595
Employers pensions	151	6,967	7,118	5,692
Rent	12,766	24,734	37,500	17,590
Payroll expenses	-	1,381	1,381	1,199
Covid Steward/Cleaning	756	198	954	1,846
Equipments	216	4,117	4,333	1,899
Insurance	-	3,227	3,227	2,268
Accountancy fees	-	1,100	1,100	1,130
Supervision	240	3,180	3,420	2,940
Telephone & Internet	573	2,766	3,339	3,491
Other office costs	3,661	2,208	5,868	839
Membership & Subs	386	605	990	482
Travel Expenses	343	149	492	219
Food / Catering services	6,937	3,291	10,228	8,922
Hardship Allowance	241	9,310	9,550	19,252
Security / Service chgs	6,474	4,521	10,995	11,485
Freelance / HR Services	3,589	4,921	8,511	2,794
Volunteers Expenses	-	3,797	3,797	4,095
Childcare/ Creche	84	5,282	5,366	5,490
IT services	9	3,346	3,355	2,804
Events & Activities	1,738	5,470	7,208	9,422
Training	-	1,792	1,792	2,821
Professional fees	121	270	391	1,949
Counselling/ Interpretation services	2,679	11,378	14,057	12,665
Gardening Project	3,653	1,391	5,044	2,595
Bank charges	-	185	185	493
Fundraising Costs	-	562	562	517
Advertising/Promotional	-	2,652	2,652	-
Sundry Expenses	138	254	391	1,335
Total Expenditure	85,687	381,351	467,039	349,698

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

6 Employees remuneration

The total staff costs and employee benefits for the reporting period are analyzed as follows:

	Total 2024 £	Total 2023 £
Wages and salaries	293,720	212,867
Social security costs	19,513	10,595
Employer contribution to pension costs	7,118	5,692
	320,351	229,154

The average head count of employees during the year was 15 (2023: 9). The average number of full-time equivalent employees during the year is analyzed as follows:

	2024 Total	2023 Total
Director	1	1
Project Workers	13	7
Administrator	1	1
	15	9

No employee received employee benefits of more than £60,000 during the year (2022: Nil).

Key Management Personnel

During the year total remuneration of £50,422 (2023: £47,568) was paid to key management personnel.

7 Trustees' Remuneration and Expenses

None of the trustees received any emoluments during the year other than expenses.

8 Debtors

	2024 £	2023 £
Accrued income	126	578
Prepayments	3,200	3,200
	3,326	3,778

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

9 Creditors

	2024	2023
	£	£
Accruals-PAYE/Pensions	-	2,082
Accountancy Fees	1,100	1,100
	<u>1,100</u>	<u>3,182</u>

10 Pensions and other post-retirement benefits

Defined contribution plans

The amount recognized in income or expenditure as an expense in relation to defined contribution plan was £Nil (2023: £Nil).

SOUTHWARK DAY CENTRE FOR ASYLUM SEEKERS

11 Analysis of charitable funds

	As at 31 March 23	Income	Expenditure	As at 31 March 24
	£	£	£	£
Unrestricted Funds				
Donations	133,154	51,219	85,687	98,686
Friends Scheme	38,862	11,303	-	50,165
Fundraising Activities	112,963	27,646	2,422	138,187
Interest Earned	347	286	126	507
Other Income	-	1,000	-	1,000
Total	285,326	91,454	88,235	288,546
Restricted Funds				
	As at 31 March 23	Income	Expenditure	As at 31 March 24
	£	£	£	£
Acts 435	-	1,820	1,820	-
Big Lottery	10,045	75,484	53,865	31,664
City Bridge Trust	8,534	8,200	16,734	-
Catholic Women	2,850	-	2,850	-
Garfield Weston Foundation	9,563	-	9,563	-
Cosaraf Charitable	-	100	100	-
Trust For London	-	12,753	11,370	1,383
Deutsche Bank	-	19,447	18,821	626
London Community Foundation (LCF)	15,002	-	15,002	-
Reel Fund	2,944	10,000	12,944	0
Mercers Trustee	16,972	34,600	34,203	17,369
Refugee Action	25,495	31,516	47,035	9,975
P Minet TST	17,717	32,370	31,594	18,493
Southwark Council	18,487	79,090	73,100	24,477
United St Saviour's Trust	7,925	23,750	29,431	2,244
Wakefield & Tetley	-	-	-	-
MJGL	-	32,874	17,672	15,202
St George The Martyr	-	3,190	2,700	490
Total	135,535	365,194	378,804	121,924