

Charity Registration No. 1151911

SUFRA-NW LONDON
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

SUFRA-NW LONDON

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Ms S Crane (Chair) Ms H Krawitz Mr A Mulji Ms R Heaney (Secretary) Ms A Khan Ms K Kozniewska Dr M A Abdullah
Director	Mr R Makwana
Charity number	1151911
Charitable Incorporated Organisation (CIO) number	CE000394
Registered office	160 Pitfield Way Stonebridge London NW10 0PW
Auditor	Deitch Cooper LLP 2nd Floor, Congress House Lyon Road Harrow Middlesex HA1 2EN
Bankers	HSBC CAF Bank
Website	https://www.sufra-nwlondon.org.uk

SUFRA-NW LONDON

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SUFRA-NW LONDON

MESSAGE FROM THE CHAIR OF THE BOARD OF TRUSTEES FOR THE YEAR ENDED 31 MARCH 2021

Sufra-NW London's staff and volunteers have worked incredibly hard during 2020 and 2021. The combined team, skilfully led by our Director Rajesh Makwana, managed to adapt and transform services as soon as the first lockdown was announced in March 2020. The demand for our services increased by almost 400% at the same time that Sufra had to design a new food aid delivery system that was Covid-safe. The number of food parcels and hot meals prepared each week increased exponentially to include those who couldn't afford food or were made homeless and in temporary accommodation. Thanks to furlough, Sufra was lucky to have more volunteers than ever before who were willing to devote their time to helping our expert chef Prince in the kitchen or delivering food aid to every part of Brent.

At the start of 2020, we launched our three-year plan for 2020-2023. We successfully achieved our broad objective for the first year of the plan, which was to scale-up our response to the pandemic. We did this for all the key areas of our service: Emergency Aid; Advice and Training; Community Engagement. We hired more staff (from 10-16) and had more volunteers than ever before in every part of our service. We established new collaborations with other food aid organisations in Brent via the Brent Food Aid Network, Brent Council and other voluntary sector organisations such as the UK's Independent Food Aid Network.

Year 2 (2021-22) and Year 3 (2022-23) of our Strategic Plan will see Sufra consolidate its growth in income staffing and services seen in Year 1 (2020-21). We will increase our focus on advocacy and campaigning and enhance our community engagement and referrals across Brent, as well as directly on St Raphael's Estate. We will continue to increase the amount of fresh fruit, vegetables and dairy produce we grow and distribute from the Community Garden, and we will improve the nutritional value and cultural appropriateness of the emergency food we provide. In year 2, we'll work harder to establish alternative and/or supplementary food aid models that are more efficient, reduce the stigma of accessing food banks and empower our guests to be more independent. The overarching aim over the 3-year period is to ensure that all guests have the opportunity to access a wide range of available support, achieve greater financial security and contribute to our community engagement, campaigning and advocacy initiatives.

Despite the many challenges presented by the pandemic, Sufra's work had a significant impact on the lives of thousands of vulnerable people over the year and established strong foundations for the charity's continued development. However, Sufra lost a valued member of our staff team in August 2021: Farah Lungay was our Deputy Director and oversaw our fundraising work during the pandemic but was a tragic victim of Covid-19. Farah is fondly remembered and sorely missed by everyone at Sufra-NW London.

DocuSigned by:

Susan Crane

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Ms S Crane
Chair

Date: 13 December 2021

SUFRA-NW LONDON

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their annual report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's constitution, the Charities Act 2011 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) (effective 1 January 2019).

Our Vision

A community united to address the causes and consequences of poverty.

Our Mission

Sufra-NW London provides food aid, welfare advice and training to people in crisis, whilst working with the wider community to campaign for an end to poverty.

Statement of Principles and Values

1. We take a holistic approach, based on human rights

- **Food aid is essential – but it is not the solution to food poverty.**

Access to nutritious food is a human right and it is the responsibility of governments, not charities, to create the conditions needed to uphold these rights. To enable all people to meet their basic needs and live in dignity, the UK government needs to pursue policies that ensure wealth, power and resources are shared more equally between all people.

- **Our approach is holistic and designed to reduce dependency on food aid.**

Our services have developed in response to the underlying needs of our guests. We are committed to providing a range of services and programmes that can help address the root causes of financial crisis and reduce the need for food aid.

- **We recognise that there are different approaches to reducing food poverty.**

We embrace a culture of critical reflection on the nature and effectiveness of our food bank and other services. We are committed to innovation and experimentation with new approaches to meeting our core objectives.

2. We are embedded in the local community

- **We are a grassroots charity embedded in the local community.**

As we develop and grow, we are committed to remaining responsive to the changing needs of those we serve, representing their voices and engaging them in making the decisions that affect them. We seek always to maintain a close relationship between our guests, volunteers, staff and trustees.

- **We are more effective when we collaborate with others.**

We are committed to working in partnership with all our stakeholders – from our supporters and volunteers to voluntary sector organisations, businesses and other food banks in northwest London.

- **We serve people of all and no faiths without discrimination.**

Our roots lay in the Muslim community, which provided the funding and support needed to establish the charity. We continue to work closely with this community as well as a wide range of other faith-based (and secular) organisations. Our staff, trustees and volunteers are from a multitude of backgrounds (both faith and non-faith based), our values are universal and humanitarian, and we serve everyone in need without discrimination.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

3. We respect the dignity of our guests and the needs of the planet

- **We are committed to upholding and enhancing the dignity of our guests.**

We aim never to turn people away when they are in need. Our emergency aid services provide a gateway to accessing other services designed to empower our guests, improve their wellbeing and reduce their dependency on food aid.

- **We value the wellbeing and development of our staff, volunteers and trustees.**

We aim to provide everyone who works at Sufra with opportunities to grow, learn and develop new skills, whilst supporting their mental health and wellbeing.

- **We are committed to environmental sustainability.**

We recognise the importance of caring for our environment. We make use of food that would otherwise go to landfill, grow fruit and vegetables without the use of chemical pesticides/fertilisers, and compost our food waste. We also use solar panels to generate energy in our main building and reuse, upcycle and recycle our waste.

Objectives and activities

Sufra-NW London is a food and support hub that provides a lifeline to people in crisis – including families living in extreme poverty and people who are vulnerable, homeless or socially isolated. We provide them with the essential food and welfare advice they need to survive, empower them to learn new skills and improve their wellbeing, and help them to find work and become financially stable.

The charity is well established as a cornerstone of community life on St. Raphael's Estate – a disadvantaged and isolated neighbourhood in Stonebridge where, even before the Coronavirus pandemic, a staggering 47% of children grow up in poverty. With one of the highest rent-to-income ratios in the capital, many households in Brent are struggling to feed themselves and their families, let alone maintain a healthy diet, and many children from the local area are going without adequate food and nutrition.

Never has the injustice of hunger and poverty in an area with an abundance of wealth been so stark. Whilst our staff and volunteers distribute emergency food aid to families struggling to survive, thousands of lavish apartments have been erected around Wembley Stadium and shoppers spend millions every year at Ikea Wembley and Brent Cross – all within walking distance of the Food Bank. This picture of inequality is much the same across London, where 50% of wealth is now owned by the richest 10% of households, while the poorer 50% of people own a meagre 5% of all wealth.

Although the charity may not be able to directly address the systemic issues that underpin food insecurity, much of Sufra's work is focussed on addressing the proximal causes of hunger and deprivation such as a lack of educational attainment and life skills, poor mental and physical health, low paid work and unemployment, social inequalities, overcrowded or substandard housing – to name but a few.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Whilst our core work focuses on providing emergency food aid through our Food Bank and Community Kitchen, these are gateway services that enable our guests to access a wider programme of activities designed to address the root causes of poverty and homelessness. Our services include:

- **Food Bank:** This year, we distributed emergency food to over 34,000 recipients. The Food Bank operates out of three locations in Brent and most of our food parcels were delivered by volunteers during the pandemic. Guests are referred to Sufra by one of 77 referral agencies, including Brent Council.
- **Community Kitchen:** In response to the pandemic, our expanded Community Kitchen service distributed 72,036 freshly cooked meals to Brent's homeless demographic who were in temporary accommodation, as well as other vulnerable people unable to cook.
- **Welfare Advice Service:** Our Advice Workers help guests address the problems that lead them to the Food Bank – such as benefit disruptions, housing problems, and other financial difficulties. We gained £96,608 in additional income for our guests this year. The support we provide is ongoing and tailored to the needs of the individual.
- **Refugee Support:** Our Refugee Resettlement Programme helps refugees and asylum seekers access the professional welfare advice and other forms of support they need to build a new life in the community.
- **St. Raphael's Edible Garden:** We've worked with local residents to turn an abandoned space on the estate into a thriving growing project, where we offer a range of courses (AQA accredited) and volunteering opportunities for local residents and people with additional mental/physical health needs. This year, we harvested almost half a tonne of organic fruit and vegetables in the garden and 831 free-range eggs.

Our Food Academy course for young people, accredited employment training courses, and face-to-face/social activities were not operational this year in order to minimise the risk of infection. Sufra Community Catering was not in demand as many offices were closed and businesses had most staff working from home or on furlough.

Our food parcels last 5-7 days and we often support people on multiple occasions – this was especially true during the pandemic. The statistic indicates total volume of support rather than unique individuals, i.e., total number of unique recipients in a household X total number of times they received food aid.

Together, our services are designed to lead vulnerable people on a personal journey from crisis to social inclusion and economic stability. We rely heavily on our dedicated team of around 160 active volunteers to ensure that we can deliver these services, and we work closely with the many schools, businesses, faith groups and voluntary sector organisations that support our work.

Public Benefit

Under the Charities Act 2011, the trustees confirm that have complied with the Charity Commission guidance on public benefit to ensure that our activities continue to fulfil our aims and objectives as outlined in our constitution.

The information given about our objectives provides examples of how our work brings public benefit through our activities and will continue to provide public benefit in line with our objects.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

In line with the charity's strategic theme for 2020-21 ("Scaling-up in Response to The Pandemic"), our work this year was dictated largely by the impact of Covid-19 on those we support, as well as our volunteers, staff and services.

Given the large proportion of BAME residents in Brent, alongside higher than average levels of pre-existing poverty and other inequalities across the borough, Covid-19 had a devastating and lasting impact on those we support. This manifested as 332% rise in demand for food aid, which presented significant challenges for the charity.

Our immediate response was to ensure that all services were Covid safe in order to reduce infection risk to guests, volunteers and staff. As part of the temporary shift away from face-to-face services, we worked with volunteers to establish new delivery infrastructure for food aid services, including a new digital referral process and online databases to manage the complex logistics of coordinating large number of referrals, food deliveries and volunteers across multiple venues. At the same time, we worked with partners to establish a dedicated cooked food delivery service that served the large homeless population in Brent as well as other vulnerable people unable to cook the contents of their food parcels.

Over the course of the year, we supported 5,088 unique guests with food aid, providing the equivalent of 345,000 meals for those unable to make ends meet. To meet this level of demand, we employed additional staff and recruited new volunteers, whilst working closely with partners across the voluntary and business sectors. Together, our 160 volunteers provided 8,900 hours of their time to supporting vulnerable people at Sufra.

Our impact stretched beyond food aid to include a scaled-up Welfare Advice Service and a volunteer-led triage and signposting service. Working mainly remotely, the advice team increased the income our food aid guests receive from benefits by £96,608 over the year. Meanwhile, we harvested half a tonne of organic produce in the community garden, including over 800 free-range eggs.

Collaboration and partnerships were central to our success and included the following:

- Brent Food Aid Network – BFAN (Sufra chairs regular meetings with around a dozen other food aid providers in Brent)
- Brent Council (Sufra is the voluntary sector Thematic Lead on Food Aid, on behalf of BFAN)
- Independent Food Aid Network – IFAN (We work with IFAN to support their UK wide-advocacy efforts)
- Charities and Voluntary Sector organisations in Brent (numerous)
- Local mosques, churches, temples and synagogues
- Mutual Aid Groups (food donations and distribution support)
- Local, national and global businesses (distribution support and funding)
- Trusts and Foundations (critical funding)
- Pilot Light (a charity providing dedicated support to charities)

Strategic Objectives

Despite the significant challenges that Covid-19 presented over the year, the charity was successful in responding to the pandemic and mitigating the impact of food insecurity and financial crisis for our beneficiaries. Equally, we performed exceptionally well against our Year 1 Strategic Objectives pertaining to our services as well as operational activities, as set out on our 3-year strategy as listed below.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Service Priority 1 - Emergency Aid	
3-Year Objective: Increase and improve the provision of all forms of emergency aid in response to increased need.	
Year 1 Priority	<ul style="list-style-type: none"> Expand the provision of emergency food aid in response to Covid-19, to meet current and expected future increases in demand. Improve the distribution of emergency aid and in-kind donations through Advice Services – including clothes, household goods, IT equipment and children's essentials.
Achievements	<p>Both objectives were met, with food and emergency aid distribution reaching unimaginable heights during the pandemic as demand increased by 332%. The charity opened two new distribution hubs to manage the distribution of food aid in partnership with local charities. In addition, we established a new cooked food delivery service that supported homeless people and continues to operate for those who do not have the kitchen equipment needed to cook their own food.</p> <p>431 guests were supported through the advice team's case work, and we distributed £16,556 in non-food emergency aid. In addition, we provided 130 back-to-school back packs to children over the year as well as 13 laptops.</p>

Service Priority 2 - Advice and Training	
3-Year Objective: Ensure that all guests in need of emergency aid have access to professional welfare advice, training opportunities and a range of additional support services.	
Year 1 Priority	<ul style="list-style-type: none"> Employ a dedicated Advice Services Manager to manage and develop the Advice Service and Refugee Resettlement Programme. Establish a team of Advice Service Volunteers to triage guests and provide signposting and other types of support to guests, including more local Councillors and volunteers who are fluent in the languages frequently spoken by guests.
Achievements	<p>We have a dedicated Advice Services Manager in post and despite having to work remotely, the Advice Team gained £96,608 in additional benefits or income for those they were supporting.</p> <p>A team of Advice Volunteers has been recruited and trained. They speak multiple languages, and actively contact our guests by phone to triage them and refer them to internal and external services, using Sufra's updated Directory of Services to aid with signposting.</p>

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Service Priority 3 - Community Engagement	
3-Year Objective: Establish a fully resourced and multifaceted civic engagement programme.	
Year 1 Priority	<ul style="list-style-type: none"> Develop effective working relationships with other food aid organisations in Brent, Brent Council and other voluntary sector organisations that share our objectives. Increase the number of regular volunteers to support the expansion of services during the pandemic.
Achievements	<p>Sufra NW London chairs regular meetings with the Brent Food Aid Network, which includes over 10 food aid organisations in the borough, with additional guests at meetings that include other stakeholders and campaign groups. The charity was also approached by Brent Council to act as the Thematic Lead for Food Aid in the voluntary sector, with regular meetings taking place between all thematic leads, Brent Council and CVS Brent to better coordinate our response to Covid-19 and influence policy decisions.</p> <p>Sufra also works with 77 voluntary sector organisations that refer guests to Sufra's food aid services, and the charity is an active member of the UK's Independent Food Aid Network. Sufra has also expanded the number of active volunteers as well as the number and type of volunteering roles available.</p>

Service Priority 4 - Advocacy and Campaigning	
3-Year Objective: Engage stakeholders in campaigning on the issues that affect our guests	
Year 1 Priority	<ul style="list-style-type: none"> Establish our website as a unique portal of information, articles and advocacy tools to inform and engage our stakeholders.
Achievements	<p>We have achieved this preliminary objective (years 2 and 3 will see more diverse advocacy work). In addition to the website, we have highlighted relevant campaigns on social media and our newsletter. We also work closely with the Independent Food Aid Network, who advocate on UK policy on behalf of its members, as well as a number of poverty campaign organisations such as 4in10/Children England.</p> <p>Through our work with Brent Council and its various departments, we influenced their response to food insecurity during the pandemic when we were involved in establishing the council's temporary food distribution initiative. We also raised awareness about the issues affecting us through numerous contributions and interviews in the local, national and global media – both online, in print and on television channels.</p>

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Operational Priority 1 – Financial Sustainability	
3-Year Objective: Establish the finance and fundraising infrastructure needed to secure our growth and development	
Year 1 Priority	<ul style="list-style-type: none"> • Employ a Finance Manager (part time). • Improve financial policies, procedures and controls for monitoring budgets, income and expenditure. • Improve systems of regular financial reporting and forecasting. • Increase the proportion of standing order donations by 25%
Achievements	<p>All the above priorities were achieved over the course of the year. The charity's new Finance Manager led the production of more comprehensive managements accounts and a detailed staff-led Annual Budget, whilst updating our finance policies and procedures.</p> <p>Income over the year increased substantially across all income streams, including standing order donations which increased by 126%.</p>

Operational Priority 2 – Organisational Infrastructure	
3-Year Objective: Establish the infrastructure, systems and processes needed to ensure seamless service delivery across all programmes	
Year 1 Priority	<ul style="list-style-type: none"> • Ensure buildings, health and safety and working/volunteering arrangements strictly support safe-working practices during viral pandemics. • Dedicate resource to marketing and communications to support PR and fundraising functions. • Increase the number of staff employed at Sufra to ensure that operations and services are adequately resourced and the charity has the capacity to meet increased demand.
Achievements	<p>Ensuring our buildings and working environment was Covid safe for our guests, volunteers and staff was a foremost priority, and strict health and safety protocols, policies and procedures were established during the early stages of the pandemic and reviewed regularly. This included temporarily closing or re-designing all face-to-face services, limiting the number of people occupying indoor spaces, implementing strict hygiene regimes, and enabling frontline staff and volunteers to fast-track access to vaccinations.</p> <p>The charity hired several new staff during the pandemic, including a new Food Aid and Volunteer Coordinator, an Advice Services Manager, a Driver and Stock-Coordinator, a Community Food Grower and a Finance and Administration Manager. We also employed a Communications Officer to support our fundraising and PR work, which was particularly successful during the year. We also successfully applied to the government's Kickstart programme, with a view to hiring several additional part time assistants in the next financial year (2021-22)</p>

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Operational Priority 3 – People	
3-Year Objective: Establish a culture in which staff and volunteers feel valued and are motivated to work for and support the charity.	
Year 1 Priority	<ul style="list-style-type: none"> • Establish an effective HR function with appropriate employee relations policies, systems and procedures. • Review staff contracts, implement a package of employee benefits and protect the rights, mental health and wellbeing of staff to increase staff retention, productivity and job satisfaction. • Reduce excessive pressures on staff time by hiring enough employees to meet organisational needs. • Establish the infrastructure needed to support regular homeworking practices for staff and volunteers, including better IT equipment and training on the use of digital platforms.
Achievements	Sufra NW London now retains the services of a dedicated HR legal firm, who have supported the charity in establishing a HR portal for staff, renewing our HR related policies, as well as updating all of our employment contracts. The charity has also significantly improved the package of benefits available to employees and established dedicated processes for supporting the health and wellbeing of staff and volunteers. We now have sufficient staff to manage our services and operations and have invested in new IT infrastructure and equipment to support remote working, collaboration and homeworking.

Strategic Priorities for the Future (2021-23)

Years 2 and 3 for our Strategic Plan will see Sufra consolidate the growth income, staff and output seen in Year 1. This process of consolidation will focus on internal processes and infrastructure, ensuring that the charity can maintain the highest quality standards across all services, sustain its operations in the years ahead, and support the growth and development of services planned for year 3. The overarching aim over the 3-year period is to ensure that all guests have the opportunity to access a wide range of available support, achieve greater financial security and contribute to our community engagement, campaigning and advocacy initiatives.

Financial review

Income in 2020-21 grew beyond budgeted expectations to £1.135m (71% ahead of last year). The additional growth is attributed to the pandemic and increased media exposure over the period, which resulted in a rise in donations. The charity also accessed additional covid-19 related funding, largely from trusts, foundations and businesses.

Total expenditure also increased to £659k, mainly due to additional food aid costs and the recruitment of staff (a 46% increase from 2019).

The charity ended the year with a healthy cash position of £814k and total funds carried forward of £844k, comprised of £655k of unrestricted funds and £189k of restricted funds. The charity is well positioned to respond to the increase in demand for food aid and emergency support expected in 2021-22 due to the soaring cost of living and the roll-back of support measures introduced by the government at the start of the pandemic.

The next financial year (2021-22) is expected to be a year of consolidation, where reserves are used and longer-term fundraising is sought with a keen review of the initiatives funded by the Development Budget (see below).

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TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

Reserve Policy

Sufra NW London's Reserve Policy stipulates a 4 months' operating reserve target, not including any restricted or designated funds. As per our agreed budget for the year, this equates to £427,000.

Given the uncertain post-pandemic fundraising landscape and identified areas of operational development, £110,000 has been designated to a Development Budget for 2021-22.

Risk Management

The Board has conducted a review of the major risks to which the charity is exposed to and continues to monitor this on an ongoing basis. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of policies and procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Structure, governance and management

Sufra - NW London was established in April 2013 and registered as a Charitable Incorporated Organisation (CIO) on 7th May 2013. The charity is governed by its constitution, which was revised and updated on 5 May 2020.

The trustees who served during the year and up to the date of signature of the financial statements were:

Ms S Crane (Chair)

Ms H Krawitz

Mr A Mulji

Ms R Heaney (Secretary)

Ms A Khan

Ms K Kozniewska

Dr M A Abdullah

Mr N Luder

(Retired 2 November 2020)

There were eight Trustees on the Board during the year. Provisions regarding trustee appointment, terms of office, re-appointment, and retirement are detailed in the constitution. Every trustee must be appointed for a term of three years by a resolution passed at a board meeting of the charity trustees. Any person retiring as a charity trustee is eligible for reappointment.

During the reporting period 20/21 the board of trustees held formal board as well as an interim board meeting every quarter. The trustees are responsible for organisational governance and oversight, including strategic direction, organisational policy, oversight of financial and resource management.

Trustee Recruitment

Sufra - NW London endeavours to make skills-based appointments to its board of trustees. Potential trustees are required to submit a CV and a one-page expression of interest. Potential trustees are interviewed by a panel (Chair, Sufra NW Director and one other board member). Additionally, potential trustees are invited to attend a food bank service. All trustees must clear a CRB check before appointment is finalised.

Once appointed, trustees are taken through an appropriate and detailed induction that includes meetings with senior staff, attending services, other forms of internal or external training as necessary, and signing up to adhere to appropriate policies e.g. Conflict of Interest.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Delegated Authority

The board has delegated the day-to-day operational management of the organisation to the director. To ensure these responsibilities are discharged effectively, the director delegates responsibility to the senior leadership team where necessary. The broad areas of delegation for which the board of trustees, director and senior leadership team is accountable for is set out in a Delegation of Authority policy.

Remuneration

Remuneration for the director is agreed and set by the board and reviewed annually. The board of trustees have approved a structure for salary bands and job classifications for the senior leadership team and all other staff, which reflect the structure of the charity and support the promotion of staff to more senior roles where possible.

Relationship with Related Parties

The trustees confirm that there were no material related party transactions that require disclosure.

The trustees have not claimed any expenses or remuneration.

Statement of trustees' responsibilities

The trustees 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). The law applicable to charities in England and Wales 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 of the charity 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;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

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

DocuSigned by:

Susan Crane

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Ms S Crane (Chair)

Trustee

13 December 2021

SUFRA-NW LONDON

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF SUFRA-NW LONDON

Opinion

We have audited the financial statements of Sufra-NW London (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the statement of financial position, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

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 charity 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

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

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INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF SUFRA-NW LONDON

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees 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 charity'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 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 as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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.

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.

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

- we identified the laws and regulations applicable to the charity through discussions with management and from our knowledge and experience of the sector and activities of the charity;
- 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 (Accounts and Reports) Regulations 2008 and the Charities Act 2011;
- we assessed the extent of compliance with the laws and regulations identified through making enquiries of management and inspecting documentation; and
- we identified laws and regulations which were communicated within the audit team and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the financial statements to material misstatements including obtaining an understanding of how fraud might occur by making enquiries of management and considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

SUFRA-NW LONDON

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE TRUSTEES OF SUFRA-NW LONDON

To address the risk of fraud through management bias and override of controls we performed the following procedures:

- we performed analytical procedures to identify any unusual or unexpected relationships;
- we assessed whether judgements and assumptions made in determining the accounting estimates set out in the accounting policies were indicative of potential bias; and
- we 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 and remaining alert for actual and potential litigation and claims during our other audit procedures. We did not identify any key audit matters relating to irregularities, including fraud.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**Mohamedkazim Bhaloo (Senior Statutory Auditor)
for and on behalf of Deitch Cooper LLP**

13 December 2021

Statutory Auditor

2nd Floor, Congress House
Lyon Road
Harrow
Middlesex
HA1 2EN

Deitch Cooper LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

SUFRA-NW LONDON

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
Income from:							
Donations and legacies	3	587,700	421,787	1,009,487	358,962	287,205	646,167
Charitable activities	4	1,379	-	1,379	5,418	-	5,418
Other trading activities	5	124,226	-	124,226	11,298	-	11,298
Investments	6	234	-	234	486	-	486
Total income		713,539	421,787	1,135,326	376,164	287,205	663,369
Expenditure on:							
Raising funds	7	51,007	499	51,506	17,827	208	18,035
Charitable activities	8	278,722	328,722	607,444	221,389	208,239	429,628
Total resources expended		329,729	329,221	658,950	239,216	208,447	447,663
Net income for the year/ Net movement in funds		383,810	92,566	476,376	136,948	78,758	215,706
Fund balances at 1 April 2020		271,776	96,238	368,014	134,828	17,480	152,308
Fund balances at 31 March 2021		655,586	188,804	844,390	271,776	96,238	368,014

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

All income and expenditure derive from continuing activities.

SUFRA-NW LONDON

STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Intangible assets	13		-		750
Tangible assets	14		26,363		15,309
			<u>26,363</u>		<u>16,059</u>
Current assets					
Debtors	15	23,203		22,149	
Cash at bank and in hand		813,715		345,758	
		<u>836,918</u>		<u>367,907</u>	
Creditors: amounts falling due within one year	16	(18,891)		(15,952)	
Net current assets			818,027		351,955
Total assets less current liabilities			<u>844,390</u>		<u>368,014</u>
Income funds					
Restricted funds	18		188,804		96,238
Unrestricted funds			655,586		271,776
			<u>844,390</u>		<u>368,014</u>

The financial statements were approved by the Trustees on 13 December 2021

DocuSigned by:

Susan Crane

69EED188FA944A3

Ms S Crane (Chair)
Trustee

SUFRA-NW LONDON**STATEMENT OF CASH FLOWS*****FOR THE YEAR ENDED 31 MARCH 2021***

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from operations	22		484,517		57,470
Investing activities					
Purchase of tangible fixed assets		(16,794)		-	
Investment income received		234		486	
		<hr/>		<hr/>	
Net cash (used in)/generated from investing activities			(16,560)		486
Net cash used in financing activities			-		-
			<hr/>		<hr/>
Net increase in cash and cash equivalents			467,957		57,956
Cash and cash equivalents at beginning of year			345,758		287,802
			<hr/>		<hr/>
Cash and cash equivalents at end of year			813,715		345,758
			<hr/> <hr/>		<hr/> <hr/>

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Charity information

Sufra - NW London is a UK registered charity incorporated as a Charitable Incorporated Organisation. The registered office and principal place of business is 160 Pitfield Way, Stonebridge, London NW10 0PW.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's constitution, the Charities Act 2011 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) (second edition - October 2019)". The charity is a Public Benefit Entity as defined by FRS 102..

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 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) (effective 1 January 2019) issued in October 2019 rather than the version of the Statement of Recommended Practice which is referred to in the regulations but has since been withdrawn.

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 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.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

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.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

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 related donation. Gift aid claims processed by third parties on behalf of the charity are recognised as unrestricted funds.

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

Grants from organisations 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 grant is treated as a contingent asset. Grants are classified as unrestricted funds unless there is a contractual requirement with the donor for the grant to be used for a particular purpose, in which case it is classified within restricted funds.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

All expenditure is included in the financial statements in the period it becomes due.

Expenses include VAT where applicable as the charity cannot reclaim it.

1.6 Intangible fixed assets other than goodwill

Intangible assets are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Amortisation and impairment losses are recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Website	annual impairment review
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1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

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:

Fixtures and fittings	25% Straight Line
Equipment	25% Straight Line
Motor vehicles	25% 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 the statement of financial activities.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

(Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 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.

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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 Donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Donations and gifts	443,687	22,711	466,398	207,870	51,662	259,532
Gift aid	58,660	-	58,660	16,497	-	16,497
Grants from organisations	85,353	360,572	445,925	134,595	225,543	360,138
Covid-19 appeal	-	38,504	38,504	-	10,000	10,000
	<u>587,700</u>	<u>421,787</u>	<u>1,009,487</u>	<u>358,962</u>	<u>287,205</u>	<u>646,167</u>
Grants over £15,000						
Bregal Investments LLP	-	49,867	49,867			
CAH Philanthropy	-	15,000	15,000			
City Bridge Trust	-	29,900	29,900			
Crisis UK	-	32,000	32,000			
Global's Make Some Noise campaign	-	55,000	55,000			
Islamic Relief	-	30,000	30,000			
Martin Lewis	-	18,000	18,000			
The Bloom Foundation	-	30,000	30,000			
The Lady Fatemah Trust	-	20,000	20,000			
Grants under £15,000	85,353	80,805	166,158			
	<u>85,353</u>	<u>360,572</u>	<u>445,925</u>			
Total grants from organisations	<u>85,353</u>	<u>360,572</u>	<u>445,925</u>			

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Income from charitable activities

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Sponsorship	-	2,200
Events and Tickets	-	1,286
Other income	1,379	1,932
	<u>1,379</u>	<u>5,418</u>

5 Income from other trading activities

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Corporate Sponsorships	124,226	11,298
	<u>124,226</u>	<u>11,298</u>

6 Investment income

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	234	486
	<u>234</u>	<u>486</u>

7 Costs of raising funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<u>Fundraising and publicity</u>						
Seeking donations, grants and legacies	11,487	499	11,986	4,075	208	4,283
Staff costs	39,520	-	39,520	13,752	-	13,752
	<u>51,007</u>	<u>499</u>	<u>51,506</u>	<u>17,827</u>	<u>208</u>	<u>18,035</u>

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities

	Food Aid 2021 £	Advice and Support 2021 £	Refugee Support 2021 £	Community Garden 2021 £	Total 2021 £	Total 2020 £
Staff costs	109,678	61,191	28,416	49,246	248,531	210,980
Other direct costs	156,831	4,716	2,646	8,646	172,839	113,449
	<u>266,509</u>	<u>65,907</u>	<u>31,062</u>	<u>57,892</u>	<u>421,370</u>	<u>324,429</u>
Share of support costs (see note 10)	104,571	24,343	10,348	19,374	158,636	89,193
Share of governance costs (see note 10)	17,353	4,292	2,023	3,770	27,438	16,006
	<u>388,433</u>	<u>94,542</u>	<u>43,433</u>	<u>81,036</u>	<u>607,444</u>	<u>429,628</u>
Analysis by fund						
Unrestricted funds	130,521	51,767	29,552	66,882	278,722	221,389
Restricted funds	257,912	42,775	13,881	14,154	328,722	208,239
	<u>388,433</u>	<u>94,542</u>	<u>43,433</u>	<u>81,036</u>	<u>607,444</u>	<u>429,628</u>

For the year ended 31 March 2020

	Food Aid £	Advice and Support £	Refugee Support £	Community Garden £	Total 2020 £
Staff costs	128,259	28,287	26,403	28,031	210,980
Other direct costs	77,553	6,620	7,874	21,402	113,449
	<u>205,812</u>	<u>34,907</u>	<u>34,277</u>	<u>49,433</u>	<u>324,429</u>
Share of support costs (see note 10)	58,681	8,979	8,817	12,716	89,193
Share of governance costs (see note 10)	10,154	1,722	1,691	2,439	16,006
	<u>274,647</u>	<u>45,608</u>	<u>44,785</u>	<u>64,588</u>	<u>429,628</u>
Analysis by fund					
Unrestricted funds	160,985	11,205	18,568	30,631	221,389
Restricted funds	113,662	34,403	26,217	33,957	208,239
	<u>274,647</u>	<u>45,608</u>	<u>44,785</u>	<u>64,588</u>	<u>429,628</u>

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 MARCH 2021*

9 Description of charitable activities

Food Aid

Food Bank and Community Kitchen - distributing food parcels to those who cannot afford the basic cost of living and serving freshly cooked hot meals to the community. Also delivering accredited cooking classes.

Advice and Support

Providing welfare advice and support to help guests address the problems that lead them to the Food Bank and providing short term emergency aid for non-food essentials.

Refugee Support

Helping refugees and asylum seekers access the housing, healthcare and training they need to settle into the community. Also providing peer-support groups, ESOL classes, homework clubs and orientation workshops.

Community Garden

Growing organic food and farming eggs to supply our food aid services. Also offering accredited horticulture courses and volunteering opportunities for local residents and people with mental/physical health needs.

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

10 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Staff costs	109,633	-	109,633	46,131	-	46,131
Depreciation	6,490	-	6,490	5,741	-	5,741
Events	5,782	-	5,782	8,118	-	8,118
Repairs and Maintenance	1,326	-	1,326	7,693	-	7,693
Training and Recruitment	1,772	-	1,772	4,459	-	4,459
Office Costs	14,255	-	14,255	4,399	-	4,399
Membership and Subscriptions	4,088	-	4,088	3,034	-	3,034
Marketing and Outreach	890	-	890	2,465	-	2,465
Miscellaneous Costs	747	-	747	2,229	-	2,229
Information Technology	2,886	-	2,886	2,058	-	2,058
Recycling, Refuse and Cleaning	6,273	-	6,273	1,701	-	1,701
Insurance	4,494	-	4,494	1,165	-	1,165
Audit fees	-	6,180	6,180	-	-	-
Bookkeeping	-	7,654	7,654	-	4,000	4,000
Independent Examination fees	-	-	-	-	2,144	2,144
Consultancy and other governance costs	-	13,604	13,604	-	9,862	9,862
	<u>158,636</u>	<u>27,438</u>	<u>186,074</u>	<u>89,193</u>	<u>16,006</u>	<u>105,199</u>
Analysed between Charitable activities	<u>158,636</u>	<u>27,438</u>	<u>186,074</u>	<u>89,193</u>	<u>16,006</u>	<u>105,199</u>

Fair shares of support staff costs are allocated to charitable activities based on the proportions of total direct staff costs incurred by each activity. Deprecation is directly attributable solely to the food aid activity. A fair share of other support and governance costs are allocated to services according to the proportion of total direct costs incurred in performing each activity.

11 Trustees

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

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

12 Employees

The average monthly number of employees during the year was:

2021 Number	2020 Number
15	10

Employment costs

	2021 £	2020 £
Wages and salaries	358,398	245,255
Social security costs	28,987	19,086
Employer pension contributions	10,299	6,522
	<u>397,684</u>	<u>270,863</u>

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

13 Intangible fixed assets

	Website £
Cost	
At 1 April 2020 and 31 March 2021	750
Amortisation and impairment	
At 1 April 2020	-
Impairment losses	750
At 31 March 2021	750
Carrying amount	
At 31 March 2021	-
At 31 March 2020	750

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

14 Tangible fixed assets

	Fixtures and fittings £	Equipment £	Motor vehicles £	Total £
Cost				
At 1 April 2020	2,442	5,137	31,652	39,231
Additions	-	-	16,794	16,794
At 31 March 2021	2,442	5,137	48,446	56,025
Depreciation and impairment				
At 1 April 2020	2,442	5,137	16,343	23,922
Depreciation charged in the year	-	-	5,740	5,740
At 31 March 2021	2,442	5,137	22,083	29,662
Carrying amount				
At 31 March 2021	-	-	26,363	26,363
At 31 March 2020	-	-	15,309	15,309

15 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Prepayments and accrued income	23,203	22,149

16 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	9,375	-
Accruals and deferred income	9,516	15,952
	18,891	15,952

17 Retirement benefit 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 for the year within staff costs relating to defined contribution schemes was £10,299 (2020: £6,522).

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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			Movement in funds			
	Balance at 1 April 2019	Incoming resources	Resources expended	Balance at 1 April 2020	Incoming resources	Resources expended	Balance at 31 March 2021
	£	£	£	£	£	£	£
Food Aid	63	160,053	(103,662)	56,454	288,732	(225,580)	119,606
Welfare Advice and Support	9,507	33,060	(34,403)	8,164	82,704	(60,135)	30,733
Refugee Support	7,910	39,919	(26,217)	21,612	1,230	(13,354)	9,488
Community Garden	-	44,173	(34,165)	10,008	10,617	(14,832)	5,793
Covid-19 Emergency Appeal	-	10,000	(10,000)	-	38,504	(15,320)	23,184
	<u>17,480</u>	<u>287,205</u>	<u>(208,447)</u>	<u>96,238</u>	<u>421,787</u>	<u>(329,221)</u>	<u>188,804</u>

Food Aid - Funding provided towards the Food Bank, Community Kitchen and Accredited Cooking Classes projects and activities

Welfare Advice and Support - Salary costs for a dedicated Welfare Advisor and funds for providing short-term emergency aid including emergency accommodation, travel costs, white goods and other basic necessities.

Refugee Support - Salary costs of a dedicated Refugee Officer and funds for providing basic items for the safe settlement of refugees when first arriving in the Borough.

Community Garden - Funding provided towards the Community Garden projects and activities.

Covid-19 Emergency Appeal - Providing additional support to the local community during the Covid-19 coronavirus pandemic.

SUFRA-NW LONDON

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

19 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:						
Intangible fixed assets	-	-	-	750	-	750
Tangible assets	26,363	-	26,363	15,309	-	15,309
Current assets/ (liabilities)	629,223	188,804	818,027	255,717	96,238	351,955
	<u>655,586</u>	<u>188,804</u>	<u>844,390</u>	<u>271,776</u>	<u>96,238</u>	<u>368,014</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:

	2021 £	2020 £
Within one year	<u>4,000</u>	<u>10,950</u>

The operating lease commitment represents lease arrangements for premises occupied by the charity. In addition to the above, the charity began the renewal process for pre-existing leases for premises during the reporting period. The Trustees have formally expressed intention to renew the leases, subject to commercial terms, which are expected to commence from the date of completion. No non-cancellable lease commitment is considered to exist at 31 March 2021. In the interim period, the existing rent continues to be paid and the premises occupied by the charity.

21 Related party transactions

During the period the charity received £nil (2020: £2,120) of income and incurred £7,318 (2020: £600) of expenditure from Sufra Care Limited, a company in which the charity and a trustee of the charity are both directors.

SUFRA-NW LONDON**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**
FOR THE YEAR ENDED 31 MARCH 2021

22	Cash generated from operations	2021	2020
		£	£
	Surplus for the year	476,376	215,706
	Adjustments for:		
	Investment income recognised in statement of financial activities	(234)	(486)
	Depreciation and impairment of tangible fixed assets	6,490	5,741
	Movements in working capital:		
	(Increase) in debtors	(1,054)	(22,149)
	Increase/(decrease) in creditors	2,939	(141,342)
	Cash generated from operations	<u>484,517</u>	<u>57,470</u>
23	Analysis of changes in net funds		
	The charity had no debt during the year.		