

BRADFORD CITY OF SANCTUARY

England & Wales · Charity number 1160553

Details

Other names	BCOS
Status	Registered
Legal form	CIO
Registered	2015-02-18
Register	View on the Charity Commission register

Contact

Address C/o Touchstone Methodist Centre
4 Easby Road
Bradford
West Yorkshire
BD7 1QX

Phone 07505053149

Email chair@bradford.cityofsanctuary.org

Website <https://bradford.cityofsanctuary.org/>

Activities

Objects: 1)TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL ABOUT THE ISSUES RELATING TO REFUGEES AND THOSE SEEKING ASYLUM; AND2)TO PROMOTE SOCIAL INCLUSION OF REFUGEES AND ASYLUM-SEEKERS IN BRADFORD WHO ARE SOCIALLY EXCLUDED FROM SOCIETY, OR PART OF SOCIETY, AS A RESULT OF BEING A MEMBER OF A SOCIALLY AND ECONOMICALLY DEPRIVED COMMUNITY.

Activities: - Regular monthly meetings- Engagement with local, regional and national media on asylum issues- Running occasional awareness-raising events- Giving talks to students, churches and other interested groups and running displays at local events- Regularly acting as the 'go-between' for people interested in volunteering with local asylum support projects and the projects themselves

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Education/training, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** IN BRADFORD
- Bradford City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£56,086	£55,291	-	-
2024-03-31	£37,559	£31,285	-	-
2023-03-31	£24,725	£23,451	-	-
2022-03-31	£13,203	£27,461	-	-
2021-03-31	£49,357	£20,274	-	-

Trustees

Name	Role	Appointed
Amanda Church-Mcfarlane	Chair	2026-04-05
Amy Byrne		2025-07-01
Clementine Chitulangoma		2023-09-25
Esther Douglas		2022-04-21
Karen Michelle Holden		2018-05-16
Rosie MacPherson		2020-08-24
Susan Naylor		2023-09-25
Zoe Katsilerou		2025-06-27

BRADFORD CITY OF SANCTUARY

England & Wales - Charity number 1160553

Accounts



Trustees' Annual Report for the period

From 01 April 2024
To 31 March 2025

Period start date
Period end date

Charity name: Bradford City of Sanctuary

Charity registration number: 1160553

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1)To advance the education of the public in general about the issues relating to refugees and those seeking asylum; 2)To promote social inclusion of refugees and asylum-seekers in Bradford who are socially excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	- Engaging with local organisations via our Sanctuary Awards programme to ensure their services are accessible and tailored towards the needs of asylum seekers and refugees - Engagement with local, regional and national media on asylum issues - Giving public awareness raising talks about our work, the wider asylum system and current developments - Running occasional awareness-raising events and providing information stalls at local events - Chairing citywide networks to improve service provision and amplify the voice of the sector/of lived experience.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The charity had 11 volunteers, whose roles included trusteeship, participation in our Sanctuary Award assessment panels, membership of our lived experience Advisory Group, and helping run events/activities or lead on initiatives
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> - Our Sanctuary Awards programme ensured that key local services are accessible to and tailored towards the needs of asylum seekers and refugees. During the year this included ongoing work with the local council, Bradford College and Bradford University, engaging new schools and sustaining partnerships with awarded schools and awarding all Bradford Libraries for the first time. - Development of our Advisory Group of people with lived refugee experience, to ensure our work accurately reflects and responds to the needs of these groups, regularly consulting with them to inform and guide our work. - Ensuring new arrivals to the city have access to key, relevant and timely information via outreach and promotion of two websites: 'Free in Bradford' and 'Welcome to Bradford' - Engagement with local, regional and national media on asylum issues to ensure that accurate information is in the public domain - Supporting and resourcing the local asylum and refugee support sector through chairing the local network, building capacity, promoting sector services/sector voice via engagement with the Local Authority. - Giving talks to interested groups - Facilitating displays at other public events such as the local Peace Fair - Facilitate monthly '<i>Bradford Community Learning Together</i>' sessions providing free learning opportunities for volunteers and

		staff in the migration support sector.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<table border="1" data-bbox="922 257 1445 667"> <thead> <tr> <th><u>TOTAL</u></th> <th><u>General Fund</u></th> <th><u>Admin Fund</u></th> <th><u>Schools Fund</u></th> <th><u>Director Fund</u></th> <th><u>New Dir Fund</u></th> </tr> </thead> <tbody> <tr> <td colspan="6">FUNDS</td> </tr> <tr> <td>Balances from last year</td> <td>39,478</td> <td>6,607</td> <td>7,068</td> <td>3,303</td> <td>22,500</td> <td>0</td> </tr> <tr> <td>Transfer of Funds</td> <td>0</td> <td>(40)</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Surplus/deficit ytd</td> <td>795</td> <td>5,918</td> <td>(4,241)</td> <td>2,586</td> <td>(15,428)</td> <td>12,000</td> </tr> <tr> <td>BALANCE</td> <td>40,273</td> <td>12,485</td> <td>2,827</td> <td>5,889</td> <td>7,072</td> <td>12,000</td> </tr> <tr> <td colspan="6">ASSETS</td> </tr> <tr> <td>Bank balance</td> <td>27,582</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BCP a/c balance</td> <td>12,357</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Equals a/c balance</td> <td>299</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Petty cash</td> <td>35</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL ASSETS</td> <td>40,273</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	<u>TOTAL</u>	<u>General Fund</u>	<u>Admin Fund</u>	<u>Schools Fund</u>	<u>Director Fund</u>	<u>New Dir Fund</u>	FUNDS						Balances from last year	39,478	6,607	7,068	3,303	22,500	0	Transfer of Funds	0	(40)	0	0	0	0	Surplus/deficit ytd	795	5,918	(4,241)	2,586	(15,428)	12,000	BALANCE	40,273	12,485	2,827	5,889	7,072	12,000	ASSETS						Bank balance	27,582						BCP a/c balance	12,357						Equals a/c balance	299						Petty cash	35						TOTAL ASSETS	40,273					
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Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>The charity's reserves are identified in our accounts as General Funds and do not include restricted funds.</p> <p>Our reserves are held for the following reasons:</p> <ul style="list-style-type: none"> • for day-to-day operations of the charity; • to provide funds to facilitate the continued operation of the charity in the event of a shortage of current funding at any given time. • to provide funds for unanticipated opportunities; and/or • to provide cover against unforeseen risks. <p>The trustees have set a target for reserves to equate to a minimum of three months expenditure</p>																																																																																	
Amount of reserves held	Para 1.22	£12,485																																																																																	
Reasons for holding zero reserves	Para 1.22	N/A																																																																																	
Details of fund materially in deficit	Para 1.24	N/A																																																																																	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A																																																																																	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	

Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee recruitment is via advertising a role description in relevant local channels, vetting of applications and references by the current trustees, and appointment by a resolution passed at a properly convened trustees' meeting

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a wide range of policies covering employment, finance, safeguarding, equality and diversity, data protection
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are members of, but legally and organisationally independent of, the national City of Sanctuary movement
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	Bradford City of Sanctuary
Other name the charity uses	N/A
Registered charity number	1160553
Charity's principal address	Registered Address: C/o Touchstone, 4 Easby Road, Bradford, BD7 1QX

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A


Other optional information

None

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
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Full name(s)	Tina Brocklebank	
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Position (eg Secretary, Chair, etc)	Director	
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Date	5.01.2025
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**BRADFORD CITY OF SANCTUARY
2024/25**

	<u>TOTAL</u>	<u>General</u>	<u>Admin</u>	<u>Schools</u>	<u>Director</u>	<u>New Dir</u>	<u>RWGGT</u>
		<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	
<u>INCOME</u>							
Give as you Live	1,592	1,592	0	0	0	0	0
Gift Aid	466	466	0	0	0	0	0
Grants	47,496	0	7,150	23,351	4,995	12,000	0
Other donations	3,459	3,459	0	0	0	0	0
Other income	3,073	968	100	0	0	0	2,006
Adjustment (1)			(100)				
Total income	56,086	6,485	7,150	23,351	4,995	12,000	2,006
<u>EXPENDITURE</u>							
Employment Costs							
Schools Worker	16,694	0	0	16,694	0	0	0
Admin Worker	9,452	0	9,452	0	0	0	0
Director	16,042	0	0	0	16,042	0	0
Pensions	3,199	0	717	1,266	1,217	0	0
Payroll admin	406	0	69	158	178	0	0
Sub-total	45,793	0	10,238	18,118	17,437	0	0
Freelance staff	2,819	0	479	1,100	1,241	0	0
Recruitment & HR Support	152	0	26	59	67	0	0
Office Rental	0	0	0	0	0	0	0
Room Hire	224	0	38	87	99	0	0
Events	2,441	395	0	0	0	0	2,046
Employees' expenses	892	0	152	348	393	0	0
Advisory group expenses	655	0	111	256	288	0	0
Trustee and volunteer expenses	166	166	0	0	0	0	0
Training	318	0	54	124	140	0	0
Travel	87	0	15	34	38	0	0
Telephone	213	0	36	83	94	0	0
Printing	609	0	103	237	268	0	0
IT	250	0	43	98	110	0	0
Subscriptions	224	0	38	87	99	0	0
Insurance	342	0	58	133	150	0	0
Equipment	0	0	0	0	0	0	0
Miscellaneous	106	106	0	0	0	0	0
Adjustment (1)		(100)					
Total expenditure	55,291	567	11,391	20,765	20,423	0	2,046
SURPLUS (DEFICIT)	795	5,918	(4,241)	2,586	(15,428)	12,000	(40)

(1) Unqualified expenditure reimbursed

BALANCE SHEET

	<u>TOTAL</u>	<u>General</u>	<u>Admin</u>	<u>Schools</u>	<u>Director</u>	<u>New Dir</u>	<u>RWGGT</u>
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BALANCE	40,273	12,485	2,827	5,889	7,072	12,000	(0)
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Bank balance	27,582						
BCP a/c balance	12,357						
Equals a/c balance	299						
Petty cash	35						
TOTAL ASSETS	40,273						



Independent examiner's report on the accounts

Report to the trustees

Charity Name
Bradford City of Sanctuary CIO

On accounts for the year ended

31st March 2025

Charity no (if any)

1160553

Set out on pages

2,3

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/03/2025DD / MM / YYYY.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

Rosemary Hunt

Date:

9-5-2025

Name:

ROSEMARY BEATRICE HUNT

Relevant professional qualification(s) or body (if any):

A.A.T.

Address:

15 WILTON RISE

YORK

YO24 4BT

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

[Empty box for disclosure details]

**BRADFORD CITY OF SANCTUARY
2024/25**

	<u>TOTAL</u>	<u>General</u>	<u>Admin</u>	<u>Schools</u>	<u>Director</u>	<u>New Dir</u>	<u>RWGGT</u>
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Signed:

Rosemary Hunt

Date:

9-5-2025

Name:

ROSEMARY BEATRICE HUNT

Relevant professional qualification(s) or body (if any):

A.A.T.

Address:

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Give here brief details of any items that the examiner wishes to disclose.

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BRADFORD CITY OF SANCTUARY

England & Wales - Charity number 1160553

Accounts



Trustees' Annual Report for the period

From 1.4.23 Period start date To 31.3.24 Period end date

Charity name: Bradford City of Sanctuary

Charity registration number: 1160553

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	1) To advance the education of the public in general about the issues relating to refugees and those seeking asylum; 2) To promote social inclusion of refugees and asylum-seekers in Bradford who are socially excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<ul style="list-style-type: none">- Engaging with local organisations via our Sanctuary Awards programme to ensure their services are accessible and tailored towards the needs of asylum seekers and refugees- Engagement with local, regional and national media on asylum issues- Giving public awareness raising talks about our work, the wider asylum system and current developments- Running occasional awareness-raising events and providing information stalls at local events- Regular monthly meetings
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the Charity Commission's guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A

Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The charity had 16 volunteers, whose roles included trusteeship, participation in our Sanctuary Award assessment panels, membership of our lived experience Advisory Group, and helping run events/activities or lead on initiatives
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> - Our Sanctuary Awards programme ensured that key local services are accessible to and tailored towards the needs of asylum seekers and refugees. During the year these included the local council, schools, colleges, the university, the city's public transport hub and local arts groups - Development of our Advisory Group of people with lived refugee experience, to ensure our work accurately reflects and responds to the needs of these groups - Ensuring new arrivals to the city have access to key, relevant and timely information via creation of two websites: 'Free in Bradford' and 'Welcome to Bradford' - Engagement with local, regional and national media on asylum issues to ensure that accurate information is in the public domain - Supporting and resourcing the local asylum and refugee support sector via engagement with the Local Authority, network building, promotion of their services - Giving talks to interested groups - Supporting the organisation and running of the Refugee Week Great Get Together; running displays at other public events - Supporting the creation of and showing the 'Sanctuary Seekers of Bradford' film

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	

Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Par a 1.21	<p>BALANCE SHEET</p> <p>(Negative figures are in brackets)</p> <table border="1"> <thead> <tr> <th></th> <th>TOTAL</th> <th>General Fund</th> <th>Admin Fund</th> <th>Schools Fund</th> <th>Director Fund</th> </tr> </thead> <tbody> <tr> <td colspan="6"><u>FUNDS</u></td> </tr> <tr> <td>Balances from last year</td> <td>33,205</td> <td>8,213</td> <td>7,213</td> <td>7,779</td> <td>10,000</td> </tr> <tr> <td>Transfer of Funds</td> <td>0</td> <td>(7,000)</td> <td>0</td> <td>2,000</td> <td>5,000</td> </tr> <tr> <td>Surplus/deficit ytd</td> <td>6,273</td> <td>5,394</td> <td>(145)</td> <td>(6,476)</td> <td>7,500</td> </tr> <tr> <td>BALANCE</td> <td>39,478</td> <td>6,607</td> <td>7,068</td> <td>3,303</td> <td>22,500</td> </tr> <tr> <td colspan="6"><u>ASSETS</u></td> </tr> <tr> <td>Bank balance</td> <td>38,612</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>BCP a/c balance</td> <td>512</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Equals a/c balance</td> <td>293</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Petty cash</td> <td>61</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL ASSETS</td> <td>39,478</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		TOTAL	General Fund	Admin Fund	Schools Fund	Director Fund	<u>FUNDS</u>						Balances from last year	33,205	8,213	7,213	7,779	10,000	Transfer of Funds	0	(7,000)	0	2,000	5,000	Surplus/deficit ytd	6,273	5,394	(145)	(6,476)	7,500	BALANCE	39,478	6,607	7,068	3,303	22,500	<u>ASSETS</u>						Bank balance	38,612					BCP a/c balance	512					Equals a/c balance	293					Petty cash	61					TOTAL ASSETS	39,478				
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TOTAL ASSETS	39,478																																																																									
Statement explaining the policy for holding reserves stating why they are held	Par a 1.22	<p>The charity's reserves are identified in our accounts as General Funds and do not include restricted funds.</p> <p>Our reserves are held for the following reasons:</p> <ul style="list-style-type: none"> • for day-to-day operations of the charity; • to provide funds to facilitate the continued operation of the charity in the event of a shortage of current funding at any given time. • to provide funds for unanticipated opportunities; and/or • to provide cover against unforeseen risks. <p>The trustees have set a target for reserves to equate to a minimum of three months expenditure</p>																																																																								
Amount of reserves held	Par a 1.22	£6,607																																																																								
Reasons for holding zero reserves	Par a 1.22	N/A																																																																								
Details of	Par	N/A																																																																								

fund materially in deficit	a 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Par a 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee recruitment is via advertising a role description in relevant local channels, vetting of applications and references by the current trustees, and appointment by a resolution passed at a properly convened trustees' meeting

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	We have a wide range of policies covering employment, finance, safeguarding, equality and diversity, data protection
The charity's organisational structure and any wider network with which the charity works	Para 1.51	We are members of, but legally and organisationally independent of, the national City of Sanctuary movement
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	Bradford City of Sanctuary
Other name the charity uses	N/A
Registered charity number	1160553
Charity's principal address	Registered Address: C/o Touchstone, 4 Easby Road, Bradford, BD7 1QX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	William Sutcliffe	Chair		Trustee Board
2	Geoffrey Hale	Treasurer	From 20.11.23	Trustee Board
3	Amanda Hall		Until 25.9.23	Trustee Board
4	Roger Cowell		Until 25.9.23	Trustee Board
5	Rosie MacPherson			Trustee Board
6	Esther Douglas			Trustee Board
7	Alun Pelleschi		Until 25.4.23	Trustee Board
8	Clementina Ngoma		From 25.9.23	Trustee Board
9	Susan Naylor		From 25.9.23	Trustee Board
10	Kay Holden			Trustee Board
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
None		

Name of chief executive or names of senior staff members (Optional information)

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

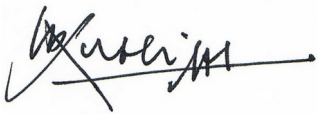
None

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
---	--

Full name(s)

William Sutcliffe	
-------------------	--

Position (eg
Secretary, Chair, etc)

Chair	
-------	--

Date

09.01.2024

BRADFORD CITY OF SANCTUARY
2023/24

INCOME

	<u>TOTAL</u>	<u>General</u>	<u>Admin</u>	<u>Schools</u>	<u>Director</u>
		<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>
Give as you Live	2,425	2,425	0	0	0
Gift Aid	500	500	0	0	0
Grants	31,225	0	11,138	12,588	7,500
Other donations	3,409	3,409	0	0	0
Other income	3,000	3,000	0	0	0

Less remittance in error (1) (3,000) (3,000)

Total income 37,559 6,334 11,138 12,588 7,500

EXPENDITURE

Employment Costs

Schools Worker	16,433	0	0	16,433	0
Admin Worker	9,328	0	9,328	0	0
Director	0	0	0	0	0
Pensions	1,928	0	735	1,193	0
Payroll admin fees	454	0	227	227	0

Sub-total 28,144 0 10,290 17,853 0

Freelance staff	218	0	0	218	0
Recruitment & HR Support	78	0	39	39	0
Office Rental	0	0	0	0	0
Room Hire	357	0	178	178	0
Events	45	45	0	0	0
Employees' expenses	282	0	141	141	0
Advisory group expenses	670	670	0	0	0
Trustee and volunteer expenses	23	23	0	0	0
Training	127	0	64	64	0
Travel	408	0	204	204	0
Telephone	131	0	66	66	0
Printing	261	0	130	130	0
IT Support	0	0	0	0	0
Insurance	342	0	171	171	0
Equipment	0	0	0	0	0
Miscellaneous (2)	3,202	3,202	0	0	0

Less repayment (1) (3,000) (3,000)

Total expenditure 31,285 939 11,282 19,063 0

SURPLUS (DEFICIT)

6,273 5,394 (145) (6,476) 7,500

(1) £3000 received in error from Univ of Bradford

(2) Leaving meal £52, In memoriam donation £50, CoS UK contribution £100, repayment £3000

BALANCE SHEET

FUNDS

Balances from last year
Transfer of Funds
Surplus/deficit ytd

BALANCE

ASSETS

Bank balance
BCP a/c balance
Equals a/c balance
Petty cash

TOTAL ASSETS

<u>TOTAL</u>	<u>General</u>	<u>Admin</u>	<u>Schools</u>	<u>Director</u>
	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>
33,205	8,213	7,213	7,779	10,000
0	(7,000)	0	2,000	5,000
6,273	5,394	(145)	(6,476)	7,500
39,478	6,607	7,068	3,303	22,500
38,612				
512				
293				
61				
39,478				

Independent Examiner's Report to the trustees of Bradford City of Sanctuary

I report to the trustees of Bradford City of Sanctuary (charity no. 1160553) on my examination of the accounts of the above charity ("the Trust") for the year ended 31 March 2024, as set out on pages 2 & 3 of this document.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *Rosy Hunt*

Date: *3 June 2024*

Name: *Mrs ROSY HUNT*

Professional qualification or body: *MAAT (retired)*

Address: *15 Wilton Rise, York YO24 4BT*

BRADFORD CITY OF SANCTUARY
2023/24

	TOTAL	General	Admin	Schools	Director
		Fund	Fund	Fund	Fund
INCOME					
Give as you Live	2,425	2,425	0	0	0
Gift Aid	500	500	0	0	0
Grants	31,225	0	11,138	12,588	7,500
Other donations	3,409	3,409	0	0	0
Other income	3,000	3,000	0	0	0
Less remittance in error (1)	(3,000)	(3,000)			
Total income	37,559	6,334	11,138	12,588	7,500
EXPENDITURE					
Employment Costs					
Schools Worker	16,433	0	0	16,433	0
Admin Worker	9,328	0	9,328	0	0
Director	0	0	0	0	0
Pensions	1,928	0	735	1,193	0
Payroll admin fees	454	0	227	227	0
Sub-total	28,144	0	10,290	17,853	0
Freelance staff	218	0	0	218	0
Recruitment & HR Support	78	0	39	39	0
Office Rental	0	0	0	0	0
Room Hire	357	0	178	178	0
Events	45	45	0	0	0
Employees' expenses	282	0	141	141	0
Advisory group expenses	670	670	0	0	0
Trustee and volunteer expenses	23	23	0	0	0
Training	127	0	64	64	0
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Printing	261	0	130	130	0
IT Support	0	0	0	0	0
Insurance	342	0	171	171	0
Equipment	0	0	0	0	0
Miscellaneous (2)	3,202	3,202	0	0	0
Less repayment (1)	(3,000)	(3,000)			
Total expenditure	31,285	939	11,282	19,063	0
SURPLUS (DEFICIT)	6,273	5,394	(145)	(6,476)	7,500

(1) £3000 received in error from Univ of Bradford

(2) Leaving meal £52, In memoriam donation £50, CoS UK contribution £100, repayment £3000

**BRADFORD CITY OF SANCTUARY
2023/24**

BALANCE SHEET

	<u>TOTAL</u>	<u>General</u>	<u>Admin</u>	<u>Schools</u>	<u>Director</u>
		<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>
<u>FUNDS</u>					
Balances from last year	33,205	8,213	7,213	7,779	10,000
Transfer of Funds	0	(7,000)	0	2,000	5,000
Surplus/deficit	6,273	5,394	(145)	(6,476)	7,500
BALANCE	39,478	6,607	7,068	3,303	22,500
<u>ASSETS</u>					
Bank balance	38,612				
BCP a/c balance	512				
Equals a/c balance	293				
Petty cash	61				
TOTAL ASSETS	39,478				

BRADFORD CITY OF SANCTUARY

England & Wales - Charity number 1160553

Accounts



Annual Review

2022/2023



Contents

Page 3	Welcome
Page 5	Chair's Report
Page 6	Our wider work: a year of change
Page 8	Schools & Colleges of Sanctuary: a year of growth
Page 10	Finances
Page 12	With thanks to...



Welcome

Bradford City of Sanctuary works to build a culture of welcome for people seeking sanctuary.

We are part of a growing national movement of over 100 City of Sanctuary groups. We work through partnerships with statutory, voluntary, business and community groups to create, facilitate and support networks across the city.

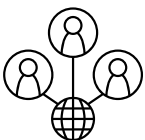
Our work includes:



Supporting organisations from across Bradford interested in working towards a sanctuary award, ranging from schools and colleges, theatre companies, community gardens and even train stations.



Participating in forums around the city and working alongside our local authority of sanctuary to make sure the refugee voice is represented.



Networking across the city, connecting organisations and promoting best practice.



Ensuring sanctuary seekers have accessible information, for example helping create welcomebradford.org.



Advocating for sanctuary seekers, informed by our advisory group of people with lived experience.

Our vision is a city where people seeking sanctuary are not only welcomed and included but recognised for the valuable contribution they make to our community



Chair's Report

As I write, I cannot remember in the nearly 15 years of our existence such a time of concerted attack by our government and sections of the media on the rights of those fleeing persecution abroad - rights that this country signed up to under the 1951 Geneva Convention. The recent Nationality and Borders Act and Illegal Migration Bill will make it impossible for tens of thousands of people to claim asylum in the UK – as no legal routes exist to arrive here and those who do will be immediately detained and criminalised. This at a time when the number of refugees worldwide is at an all- time high and the UK remains way down the list of EU countries in terms of the numbers seeking asylum per head of population.

Whilst we are not a campaigning organisation, we have supported and promoted a number of national campaigns seeking to oppose the progress of the so-called 'hostile environment'. We were particularly pleased that Bradford Council recently passed a motion opposing many of the government's recent anti-immigration policies and proposals.

The need has never been greater then for our work - and that of the amazing national City of Sanctuary movement. When we joined, this had about a dozen groups – today it is over 100! We work passionately (an over-used word, but true) to ensure that Bradford becomes ever more a genuine 'City of Sanctuary'. It has been immensely encouraging to see Bradford Council itself, along with Bradford University, two local FE colleges, many schools, Displace Yourself Theatre Company and the wonderful Horton Community Farm and Bradford Interchange apply for, renew or actively work towards receiving one of our Sanctuary Awards. These require organisations to evidence how they respond to the particular needs of sanctuary seekers, and to work with us to develop these.

We work passionately to ensure that Bradford becomes ever more a genuine 'City of Sanctuary'

In such a depressing situation, it has been a joy to welcome two really excellent new members of staff this year: Kate Hart to lead the fast-developing Schools and Colleges of Sanctuary project, and more recently Joanna Price, who is transforming our administration and communications work. We are so proud of what they are achieving! Later in this report you will read of our newly established Advisory Group, consisting of local people with lived experience of seeking asylum or refugee resettlement – a critically important development for our work.



Chair's Report

We take every opportunity we can to raise awareness around issues impacting sanctuary seekers and of the work we are doing. Whilst sections of the national media seem committed to demonising and misrepresenting sanctuary seekers, we are very encouraged at some positive and accurate reporting in the local media. It has been great to work with journalists at the Telegraph and Argus and BCB radio throughout the year to contribute towards this. During the year we have given a number of talks, participated in and held displays at a number of public events, including the university's annual Rosa Parks Symposium, the ever-wonderful annual Peace Fair and the Great Get Together in Peel Park - where our amazing volunteers (thank you Geoff!), using a 'juice bike', helped children produce over 200 smoothies! After two years of COVID frustration it was a joy in September to welcome the national City of Sanctuary conference to Bradford and have the opportunity to showcase the fantastic work taking place in this city.



One of our key aims is to ensure that sanctuary seekers and those seeking to support them can access accurate information about the services available in the city. For too long these have remained a well-kept secret, with people living here for years without being able to access essential support. We are delighted therefore that the Welcome to Bradford website, the brainchild of our dedicated trustee Mandy Hall and created with the brilliant Solidaritech and colleagues at Refugee Action, receives

nearly 100 visits a day - and that the council have committed funding to ensure that it is kept regularly updated. We are currently working with colleagues at the university on a digital 'Free Things to Do in Bradford' resource.

With no formal coordination of the local asylum and refugee support sector, we ensure that we are active members of the Destitution Concern Bradford network, and other citywide networking fora, as well as regional and national ones.

Altogether this has been an exciting and successful year for us, in the face of so much frustration and despair on the national and international stages. We remain immensely proud of Bradford, a city that genuinely deserves its status as a 'City of Sanctuary', and look forward to working towards making this even more of a reality in the coming 12 months.



Our wider work

a year of change

In November we welcomed Joanna Price into a new role of **Administration and Communications Officer** (part time). She shares her reflections:

I have enjoyed stepping into this new role and becoming the first port of call for enquiries. I communicate our work through regular newsletters as well as via emails, our website, facebook and twitter. With asylum issues being in the news daily, I have worked to provide accurate information and equip our supporters to respond. With over 400 individuals receiving our newsletters and more than 1100 facebook and twitter followers I keep our social media up to date as well as ensuring our website stays current. I have also been busy promoting the excellent website WelcomeBradford.org and facilitating the work of our fantastic team of trustees, volunteers and Advisory Group.

Momentum is currently building for Refugee Week 2023 and we hope to see many of you there. We are grateful for your support and always keen to hear from people who want to join the team; do get in touch as we have so many different ways you can get involved.



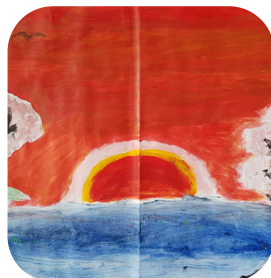
4 members
joined our
Advisory
Group



Bradford
hosted City
of Sanctuary
conference



1 visit
from little
Amal



2 new
trustees
appointed



3 trusts
have given
to fund our
work



16
volunteers
gave time
to our work



Our wider work

a year of change

Introducing our new Advisory Group

Rosie MacPherson, trustee and Artistic Director at Stand and Be Counted, speaks about the formation of our new Advisory Group:

"Our Advisory Group is made up of people with lived experience of the asylum journey. The group has been set up so that we are better able to meet the needs, effectively and appropriately, of sanctuary seekers in Bradford. We feel very strongly as a charity that our work should be guided by those with lived experience of the refugee journey, and that sanctuary seekers should play an active role in decision-making. This group is an inclusive space for people's voices and suggestions to be heard and fed back into our planning and delivery.

In the coming year this group will be a key driver in our development. We are really excited to see how it develops and to learn from the experience of those with lived experience of seeking sanctuary."



Trustees, Staff and our Advisory group at our Annual Planning day in February.



Schools & Colleges of Sanctuary

a year of growth

Kate, **Project Co-ordinator** (part time) for our work in Schools and Colleges reflects on the year:

It has been a year of growth for the Schools and Colleges of Sanctuary project in Bradford. Bradford College and Keighley College achieved the sanctuary award in June and November 2022; four primary schools are actively working towards the award; and two high schools are in the process of reaccrediting. Several schools have expressed interest and will begin their journey in the next academic year.

We have identified training and resource needs for schools and colleges working towards the award; developing our own Bradford-specific resources. This includes the development and delivery of staff training on migration and refugees; a Bradford teaching resource pack; assemblies; pupil voice and critical thinking workshops; a termly local newsletter; and reaccreditation guidance and support.

We have developed strong partnerships. Work with the Education Partnerships team at Bradford Council has increased our connections in schools and work with the Access team has enabled us to support individual pupils and families seeking sanctuary on frequent occasions. Through partnership with Refugee Action, we have been running workshops with new arrivals and supporting families and individuals with access to school, college and higher education.



We have held several successful events over the year. During Refugee Week in June 2022, we facilitated schools' involvement in Little Amal's visit to Bradford and organised workshops and a schools' art exhibition on the theme of healing. In July, we worked with Bradford Literature Festival and ran a series of workshops on the theme of 'welcome' for Primary and Secondary schools.

We also participated in a campaign with Together with Refugees to 'fill the skies with hope' by sending letters to the Prime Minister about the cruel Rwanda scheme.



Schools & Colleges of Sanctuary

a year of growth

We have stayed connected to regional and national groups: attending the Hub for European Refugee Education conference in November; involvement in the national Schools of Sanctuary Steering Group and the Regional Refugee Integration Forum.

We look forward to another year of supporting schools and colleges to continue building communities of welcome and inclusion.



4 primary schools working towards an award



2 high schools applying for reaccreditation



2 new colleges of sanctuary were awarded



new workshops delivered for recently arrived sanctuary seekers





Receipts and Payments

1st April 2022 to 31st March 2023

	TOTAL	General Fund	Ops Lead	A&C Officer	Schools Worker
Income					
Donations and legacies	3,241	3,241	0	0	0
Gift Aid Tax repayment	384	384	0	0	0
Grants	20,250	0	0	2,240	18,010
Other Income (Note 1)	850	850	0	0	0
Total Income	24,725	4,475	0	2,240	18,010
Expenditures					
Office Rental	(684)	0		(342)	(342)
Payroll admin fees	(164)	0		(53)	(112)
Room hire	(216)	(216)		0	0
Travel expenses	(421)	0		(101)	(320)
Training costs	(135)	(135)		0	0
HR Support	(90)	(90)		0	0
Job Advertisement	(72)	0		(72)	0
Advisory Group expenses	(67)	(67)			
IT Support	(18)	(18)			
Insurance	(342)			(171)	(171)
Laptop and Phone	(195)			(195)	
Miscellaneous costs	(278)	(278)		0	0
Salaries & Wages					
A&C Officer	(3,191)			(3,191)	
SoS	(17,578)				(17,578)
Total Salaries & Wages	(20,768)	0		(3,191)	(17,578)
Total Expenditure	(23,451)	(804)	0	(4,124)	(18,522)
Net Income/(Expenditure)	1,274	3,671	0	(1,884)	(512)



Balance Sheet as at 31st March 2023

	TOTAL	General Fund	Ops Lead (Note 2)	A&C Officer	Schools Worker
ASSETS					
Bank balance	26,732				
Payment made in advance	6,420				
Petty Cash balance	52				
TOTAL ASSETS	33,205				
FUNDS					
Balances from last year	31,930	14,543	0	9,097	8,291
Surplus/deficit this year	1,274	3,671	0	(1,884)	(512)
	33,205	18,214	0	7,213	7,779
Transfers between funds	0	(10,000)	10,000	0	0
FUND BALANCES TO CARRY FORWARD	33,205	8,214	10,000	7,213	7,779

NOTES

Note 1: We were holding £1500 on behalf of the UNIfy event. Some of it was spent but we have been donated the balance of £850.

Note 2: We are currently raising the funds to create an Operations Lead post in the coming year.



With thanks to...

As an organisation a lot of what we do is hidden: helping local frontline services find the right support for a sanctuary seeker, working alongside the council to ensure that their services are appropriate and accessible to sanctuary seekers, or identifying gaps in support and how they may be filled. It is valuable but often unseen work. We just couldn't carry on without the **small and growing body of donors** who give to help us build a culture of welcome. Please accept our heartfelt thanks for your faithful support.

We would also like to thank our **trust funders**:

Evan Cornish
Society of the Holy Child Jesus
Sovereign Health Care

This year we were delighted to form an **Advisory Group** of people with lived experience of seeking sanctuary. They inform, advise and guide us as we seek to respond to the ever changing challenges facing refugees and asylum seekers. We express heartfelt thanks to our founding group members: Kamil, Tina, Kafa and Hui.

Supporting our two part-time members of staff we have a team of capable, committed and very hardworking **volunteers** and our **treasurer**, Phil Lawler.

Finally we are grateful to our **trustees** who give their time to build a culture of welcome, hospitality and inclusion:

Chair: Will Sutcliffe (since 2008)	Roger Cowell (since 2018)	Kay Holden (since 2018)
Rosie MacPherson (since 2020)	Mandy Oates (since 2018)	Alun Pelleschi (since 2020)
Esther Douglas (since 09.05.23)	Wahid Rashid (since 09.05.23)	

 @BradfordCoS

 BradfordCoS

 info@bradford.cityofsanctuary.org

 bradford.cityofsanctuary.org



Registered Address: Bradford City of Sanctuary, c/o Touchstone, 4 Easby Road, Bradford, BD7 1QX



TOGETHER WITH REFUGEES

BRADFORD CITY OF SANCTUARY

England & Wales - Charity number 1160553

Accounts

Bradford City of Sanctuary

Charity Registration number 1160553

**Annual Report and Financial Statements
for the year ended 31st March 2022**

Bradford City of Sanctuary (BCoS)
Year ended 31st March 2022

Registered Charity number 1160553

Principle Address: c/o Touchstone, 4 Easby Rd, Bradford, BD7 1QX. Tel: 07505 053149

BCoS is a Charitable Incorporated Organisation.

TRUSTEES' REPORT

The Trustees of BCoS during the year were:

William Sutcliffe	
Amanda Oates	
Kay Holden	
Thomas Philip Lawler	Resigned 4th November 2021
Rosie MacPherson	
Alun Pelleschi	
Avril Barker	Resigned 8th April 2021
Roger Cowell	

Two additional trustees have been appointed since: Esther Douglas on 21.4.22 and Wahid Rashid on 9.6.22.

Trustees are recruited and appointed on the personal recommendation of other trustees and within the field of refugee and asylum seeker support in Bradford.

The trustees carry out an annual skills audit in order to ensure that they have a broad range of skills and relevant experience to be able to manage the charity effectively.

Objectives and activities

Objects and aims

The objectives of BCoS, as stated in its constitution, are:

- (1) To advance the education of the public in general about the issues relating to refugees and those seeking asylum; and ..
- (2) To promote social inclusion of refugees and asylum-seekers in Bradford who are socially excluded from society, or part of society, as a result of being a member of a socially and economically deprived community

Personnel

Throughout the year, BCoS had two part-time paid employees, a project Co-ordinator and a Schools Co-ordinator. All other work is carried out by the trustees and/or by volunteers, although at the time of writing this report there is a vacancy for the Co-ordinator's role and the trustees are taking the opportunity to carry out a strategic review of staffing.

Activities undertaken for the public benefit

BCoS relies on grants and donations to cover its operating costs.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

During the year under review our principal activities and achievements were as follows:

This was a very busy and fruitful year, particularly as we have been able to gradually emerge from Covid restrictions and engage full-face with the world again. As always, interest in our work and opportunities for us to engage have outstripped our human resources - but we are developing plans to address this in the coming year. We hope that you will be inspired by what you read here. We frequently are, by the energy, creativity and generosity of the people of this amazing 'city of sanctuary', and by many of the sanctuary seekers we encounter who, like us, are seeking to build a better world.

Staffing changes

As the year ended, we sadly said farewell to our Schools of Sanctuary Project Leader, Sarah Cartin, who moved on to a full-time post with the NHS national training team. Over the past three years she brought energy and professionalism to this work and very significantly developed our relationships with local schools and their participation in the Schools of Sanctuary awards, as well as improving the award process and producing some excellent resources for use both locally and nationally. Our sadness in losing her has been tempered by succeeding in very swiftly recruiting an excellent replacement in the shape of Kate Hart, who has 'hit the ground running'.

We sadly also had to say goodbye to Mike Auger, our Coordinator. Mike was with us for two and a half years and brought incredible creativity and enthusiasm to our work. He transformed our public profile and threw great energy into developing many aspects of our work. We wish him all the best as he commits more of his time to developing the work of Displace Yourself Theatre Co.

Sanctuary Awards

The Coordinator's report below includes some excellent examples of local organisations, large and small, who are seeking to actively welcome and facilitate the participation of sanctuary seekers in their services.

Back in 2010 Bradford was one of the first cities in the UK to be formally recognised as a 'City of Sanctuary' and this was reaffirmed early in 2014 following a comprehensive review. We were absolutely delighted therefore, when last summer Bradford Council decided to not just join the fast-growing national [Local Authorities Network](#), but to actively pursue the newly developed Local Authority of Sanctuary award. We worked closely with them and were thrilled when the Appraisal Panel unanimously agreed to make the award just before Christmas. We continue to follow through with Council staff the commitments made in the application. (A public celebration has since taken place in City Hall during Refugee Week 2022).

'Welcome to Bradford' website

2021 saw the launch of the amazing [Welcome to Bradford](#) website, instigated by our trustee Mandy Oates and co-developed with Refugee Action and [Solidaritech](#). The site has been further developed over the past year to provide a one-stop portal to virtually everything a migrant arriving in the city would need to know.

Awareness Raising

After two years when, like much of the rest of the world, we were confined to base by Covid restrictions, it was a joy to be able to take our information display to the return of Bradford's annual Peace & Crafts Fair in November – always an excellent opportunity to promote our work to the many hundreds of people who attend, as well as enjoy delicious food and some early ethical Christmas shopping. We also gave a number of talks to local organisations and their members, staff or supporters.

Throughout the year we gave regular interviews to BCB Radio, as well as Heart and Capital W.Yorks. Likewise we contributed to several articles in the Telegraph & Argus newspaper.

The Wider Context

A review of the year cannot ignore the sinister developments beyond Bradford. With the numbers of refugees across the world spiralling due to ever more appalling conflicts, as well as the impact of climate change, it has been chilling to witness the passing into law of the Nationality and Borders Act, as well as the decision to start sending asylum seekers to Rwanda. Space does not allow her to dissect the impact of these. We were early members of newly established and very rapidly growing [Together With Refugees](#) coalition and have taken every opportunity to add our support to those seeking to oppose these unjust decisions, which have been condemned by many including the UNHCR and Amnesty International. On 20th October we held a rally in Bradford's City Park, attended by over 100 and covered by local media, to demonstrate our opposition to the then Nationalities and Borders Bill.

As always, our regular work continued as we daily circulated relevant information to the local network of asylum support agencies, responded to requests for information both locally and nationally, and signposted to and promoted the work of all the excellent organisations and projects working with and run by sanctuary seekers in the city.

Schools of Sanctuary Project

After some challenging years with the pandemic, it is wonderful to now be able to go into schools and colleges, hold face-to-face meetings and participate in school, community and city-wide events.

Sarah Cartin's dedicated work has built many strong relationships with schools, colleges and organisations across Bradford and seen involvement in a variety of projects supporting pupils seeking sanctuary.

Over the last year, a number of schools and colleges have been working towards the Schools of Sanctuary award. Last June, we were delighted to make the award to Lilycroft Primary, Bradford Academy and St. Joseph's Primary. St Cuthbert and The First Martyrs' Catholic Primary School also renewed their award; we have two more schools keen to renew soon. The total number of schools which have now achieved the award across Bradford is 11. We have four schools and colleges making excellent progress with their application and we are hoping that one of the colleges will receive

their award during Refugee Week 2022. There are eight more schools with expressions of interest that we have contact with.

Work has been done throughout the year to provide information and support to schools welcoming sanctuary-seeking children into their school communities, and to empower them to advocate and escalate concerns for these pupils. We have been working with colleagues in the Council on a training resource for schools welcoming and supporting sanctuary seeking students and their families. Progress on this project has been hampered by staff illness within the Council, but we hope to continue with it later this year.

We developed a Critical Thinking resource for Bradford Council, for use in local schools, the aim being to reduce hate crime across the Bradford district as part of the 'Make sure it adds up' campaign. We delivered this to 70 students over a two-week period at the end of July 2021. Schools of Sanctuary continue to deliver the workshops which focus on challenging stereotypes and assumptions about refugees and people seeking asylum.

Year 2 children from Lilycroft Primary School redesigned the colours of City Hall for our Refugee Week 2021 Schools' Art Exhibition.

We worked with a number of other organisations across the city over the year. Last summer, we supported Bradford Literature Festival to promote their summer programme of events and this year we are working with them to deliver workshops on a refugee-themed event at Bradford University for primary schools. Liaising with Artworks, we also arranged for Winter Packs of Creativity to be available for our Schools

of Sanctuary primary schools. We also had a positive meeting with [Bradford 2025](#) (City of Culture) to explore ways of building refugee communities into the programme for the bid.

Work to shape schools' involvement in Refugee Week 2022 took place throughout the year. Joint work continued with schools and libraries in the 'Boy 87' book project. A copy of the book was given to all Y6 children in the district, alongside a learning resource pack for all schools. Schools prepared artwork on the theme 'We cannot walk alone' for the Schools' Art Exhibition at Bread and Roses cafe last June and will do so again this year on the theme of 'Healing'.

We have also been working with the council to co-ordinate local schools' involvement in the famous Little Amal giant refugee child puppet's visit to Bradford in Refugee Week.

Finally, there have been many excellent opportunities for connecting with the Schools of Sanctuary regional and national network throughout the year, sharing inspirational stories, resources and good practice.

Co-ordinator's role

[Help Into Volunteering](#). With the easing of Covid restrictions and working closely with our friends at Bradford Volunteer Centre, Mike Auger was at last able to run successful in person sessions for refugees and asylum seekers at the Millside Centre, at BEACON and BIASAN's English classes and at one of the hotels that are currently housing asylum seekers.

Mike led on the planning for a Market Place for local asylum support agencies at the Community Open day which launched [Bradford University's second UNIfy Festival](#) on 26th March - an excellent occasion, with many people engaging in the different stalls and activities. In collaboration with the university and BIASAN, we arranged bus transport to enable people living in local temporary accommodation to attend the event. This meant that for some people it may have been their first outing in Bradford since their arrival, at which they were able to get food and drinks and - crucially -

ice cream for the children! It was a lovely atmosphere and as ever, we were able to share the work of Bradford City of Sanctuary at another community event.

Mike was very involved for the planning of the national City of Sanctuary conference. Having twice been cancelled due to Covid, we are delighted that it will at last be coming to Bradford on 21st September 2022. To be held at the Kala Sangam centre, there will be speakers and workshops covering a range of topics from around the network.

Sanctuary Awards. After months of fruitful engagement, on his last day with us Mike had the privilege of handing over the country's first Station of Sanctuary award to Bradford Interchange. Their team have fully committed themselves to ensuring that, as far as possible, sanctuary seekers arriving at the station experience a warm 'Bradford' welcome. This includes Welcome signs in multiple languages (including our logo), the creation of a safe and quiet Prayer Room, training for all staff, a commitment to advocating for cheaper travel for asylum seekers, and making timetables more accessible to non-English speakers. We are currently in discussions with West Yorkshire Combined Authority and First Bus to develop a project whereby we coordinate an ongoing cross-sector appeal for public donations, which are then match-funded to provide concessionary fares for asylum . Currently their Home Office allowance amounts to £5.85/day, whilst a Bradford day bus pass costs £5.20.

Mike also worked closely with the team at Bradford Literature Festival and staff at the National Media Museum, both of which are keen to pursue the award. Meanwhile Alun Pelleschi, one of our trustees, has recently supported the team at [Horton Community Farm](#) to achieve the [Garden of Sanctuary award](#), recognising the inspiring work that they have done over many years with vulnerable people, not least sanctuary seekers. On the horticultural theme, Mike worked closely with volunteers at Northcliffe Allotment Society who are offering monthly opportunities for sanctuary seekers to learn and share horticultural skills – and providing free transport and equipment. Opportunities such as this for fresh air, exercise, friendship and learning are so valuable for people who are battling with isolation and exclusion.

Maintaining an active social media presence is increasingly important and, through Mike's hard work, we currently have over 1000 Facebook and Twitter followers. Likewise, Mike worked hard to keep the [BCoS website](#) updated.

Funding

We are extremely grateful for our small but increasing number of regular individual donors. Our appreciation also goes to the following grant funders for their support of our work over the past year: The Allen Lane Foundation; The Hilden Trust; The Evan Cornish Foundation; The Society for the Holy Child Jesus; The Yapp Trust and Bradford Council (for the developing a Critical Thinking resource in schools).

Financial review

The Statement of Financial Activities shows a deficit for the year of £14,258 (2021: surplus of £17,672), reducing the charity's net assets at the end of the year to £31,930 (2021: £46,188). Of this amount, £9,097 is restricted for the work of the

project Coordinator; £8,291 is restricted for the work of the Schools Coordinator; and unrestricted funds amount to £14,543.

The restricted funds are adequate to provide for approximately 8 months continued operation of the coordinators. Longer term funding is continually being sought. Should future funding not be achievable, the trustees may decide to use the unrestricted funds to extend the above period. Unrestricted funds have been generated as a result of continued donations from supporters, and donations made via the website Give as you Live.

The trustees are considering the best use of the general, unrestricted reserves. It is likely that they will be used in part to provide more paid hours for project coordination (enabling us to increase the range of our activities and to reduce our dependence on one or two volunteers) and in part to provide a general reserve to underwrite the longevity of our projects. The unrestricted funds of £14,543 represent about 6 months normal outgoings.

Advisors

Our bankers are the Cooperative Bank.

Our income this year being below the Charity Commission's threshold, our accounts have not been subjected to a formal Independent Examination.

The trustees themselves possess a range of skills and experience to be able to provide for the needs of BCoS as regards most professional services such as employments matters, finance and accounting and safeguarding.

**Bradford City of Sanctuary
CIO
1st April 2021 to 31st March
2022**

	TOTAL	Gener al	Coord i- nator	Schoo ls Work er	Critic al Thinki ng
	L	Fund			
Income					
Donations and legacies	4,415	4,415	0	0	0
Gift Aid Tax repayment	745	745	0	0	0
Grants	8,000	0	6,000	2,000	0
Other Income (note 1)	43	43	0	0	0
	13,203				
Total Income	13,203	5,203	6,000	2,000	0
Expenditures					
Accountancy costs	(24)	(8)	(8)	(8)	
Office Rental	(313)		(157)	(157)	
Training Trustees	(70)	(70)			
Donation to C of S	(100)	(100)			
Payroll Administration fees	(263)		(101)	(161)	
Meeting room hire (note 2)	(264)	(264)	0	0	
Insurance	(342)	(342)			
Travel expenses	(71)	(5)		(66)	
Training costs	(183)		(50)	(133)	
Peace Fair	(39)	(39)			
Postage stamps	(8)	(8)			
Telephone costs	(129)	0	(129)		
Miscellaneous costs	(156)	(156)			
Salaries & Wages					
	(10,825)		(10,825)		
COOR	(14,673)			(14,673)	
SoS	(25,499)		(10,825)	(14,673)	
Total Salaries & Wages	(9)	0	(5)	(3)	0
	(27,461)		(11,270)	(15,198)	
Total Expenditure	(27,461)	(992)	(11,270)	(15,198)	0
Net Income/(Expenditure)	(14,258)	4,211	(5,270)	(13,198)	0

**BALANCE SHEET AT
31st MARCH 2022**

	TOTAL	Gener al	Coord i- nator	Schoo ls Work er	Critic al Thinki ng
	L	Fund			
ASSETS					
Bank balance	26,647				
Payment made in advance	6,731				
Petty Cash balance	52				
Amount held for University	(1,500)				
	31,930				
TOTAL ASSETS	31,930				

BRADFORD CITY OF SANCTUARY

England & Wales - Charity number 1160553

Accounts

Bradford City of Sanctuary (“BCoS”)

Annual Report and Financial Statements

for the year ended 31st March 2021

Bradford City of Sanctuary

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Trustees' Report for the year ended 31st March 2021

Reference and administrative details of the charity and its trustees

The **trustees** during the financial year and up to and including the date the report was approved were:

William Sutcliffe (Chair)
Amanda Oates
Roger Cowell
Kay Holden
Thomas Philip Lawler
Rosie MacPherson (appointed 24.8.2020)
Alun Pelleschi (appointed 7.11.2020)
Ian McIver (Resigned 1.3.21)
Avril Barker (Resigned 8.4.21)

Trustees are recruited and appointed on the personal recommendation of other trustees and of contacts within the field of refugees and asylum seekers.

The trustees have recently carried out a skills audit to ensure that they have the broad range of skills and relevant experience to be able to manage the charity effectively. BCoS is currently actively engaged in work to enable people with lived experience of the asylum system to establish an Advisory Group to the board.

Structure, governance and management

The charity is a **Charitable Incorporated Organisation**, governed by a **Constitution** dated 10th February 2015. The trustees of the charity are also its members.

Objects and Activities

The charity's objects are:

- 1) To advance the education of the public in general about the issues relating to refugees and those seeking asylum; and
- 2) To promote social inclusion of refugees and asylum seekers in Bradford who are socially excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.

Personnel

BCoS has two part-time paid employees, a Co-ordinator and a Schools of Sanctuary Project Co-ordinator. All other work is carried out by the trustees and/or by volunteers. With the closure or suspension of so many of the agencies with we work most closely, as well as those which we are seeking to develop relationships, we were forced to take advantage of the government's Job Retention (furlough) Scheme for both staff members for periods during the year.

Activities undertaken for the public benefit

BCoS relies on grants and donations to cover its operating costs.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

During the year under review our principal activities were:

- **Schools of Sanctuary project:** working with local schools and, for the first time this year two local colleges, towards the Sanctuary Award. Despite the pandemic, our planned exhibition for Refugee Week 2020, showcasing work between four secondary schools and the University of Bradford was able to go ahead. The exhibition was showcased as part of the national programme of events for Refugee Week. We were also commissioned by the local authority to produce and pilot materials in local schools on critical thinking
- **Welcome to Bradford .** Working with two other local agencies, we launched this accessible, comprehensive, up to date information hub for new migrants.
- **Help into Volunteering project.** We ran online sessions in collaboration with Bradford Volunteer centre to educate asylum seekers and refugees about the benefits of volunteering, and link them into local opportunities
- **Refugee Employment.** We ran two webinars, one jointly with specialist employment agencies and one with a multinational civil engineering company, informing refugees about routes into support for finding employment. We also regularly circulated details of suitable vacancies in the sector to refugees who are actively seeking employment
- **Engagement and advocacy.** We continued to advocate on behalf of sanctuary seekers with Bradford Council and key local service providers – not least the Home Office asylum accommodation provider. We're delighted that Bradford has joined the new national City of Sanctuary Local Authorities Network and agreed to work towards achieving the new Council of Sanctuary Award
- **Streams of Sanctuary.** We worked with a number of local organisations towards applying for Sanctuary Awards, whereby each commits to actively facilitate access and participation for asylum seekers and refugees. At the end of the year, work was progressing with Bradford Literature Festival, Oxfam shops and Bradford Interchange (travel hub)
- **Awareness raising.** Opportunities were limited due to the pandemic, but we were interviewed on a number of occasions by local radio; gave talks to students on Bradford University's MA in Social Work course and participated in Bradford's annual Peace Fair. We have a mailing list of over 300 supporters whom we keep informed of relevant developments, both locally and nationally. We also maintained a very active social media presence
- **Network building.** We remain a hub for circulating key relevant information to the network of asylum/refugee support organisations, as well as representing the sector at local and regional meetings

Independent Examiner's Report to the Trustees of Bradford City of Sanctuary

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2021.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

SIGNED GRAHAM BENTLEY

RELEVANT EXPERIENCE OR QUALIFICATION..TREASURER BRADFORD CIVIC SOCIETY.

ADDRESS 38 MOORFIELD DRIVE, BAILDON, BD17 6LL

DATE 15TH JUNE 2021

Bradford City of Sanctuary

Statement of Financial Activities for the year ended 31st March 2021

	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL	2020
	£	£	£	£
Income from:				
Donations and Legacies	17,848		17,848	2,886
Gift Aid tax	356		356	0
Grants		31,153	31,153	7,000
TOTAL INCOME	18,204	31,153	49,357	9,886
Expenditure on:				
Salaries and Wages		18,561	18,561	23,338
Travel			0	515
Accountancy	58	116	174	114
Office rental	115	180	295	425
HR Consultancy	90		90	40
Payroll administration		614	614	568
Telephone		31	31	60
Insurance	114	228	342	342
Events	125		125	368
Recruitment costs			0	60
Other costs	30	12	42	10
TOTAL COSTS	532	19,742	20,274	25,840
NET INCOME/ (EXPENDITURE)	17,672	11,411	29,083	(15,954)

Balance Sheet at 31st March 2021

	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL	2020
	£	£	£	£
CURRENT ASSETS:				
Bank current account			40,158	11,127
Payment made in advance			6,030	5,273
TOTAL CURRENT ASSETS			46,188	16,400
FUNDS:				
Brought forward from last year	2,660	13,740	16,400	
Prior year adjustment	0	705	705	
	2,660	14,445	17,105	32,353
Surplus income for the year	17,672	11,411	29,083	(15,953)
TOTAL FUNDS CARRIED FORWARD	20,332	25,856	46,188	16,400

APPROVED BY THE TRUSTEES AND SIGNED ON THEIR BEHALF BY

T. P. LAWLER

HON. TREASURER

DATE 16TH JUNE 2021