

Bradford City of Sanctuary ("BCoS")

Annual Report and Financial Statements
for the year ended 31st March 2021

Bradford City of Sanctuary

Contents

	pages
Trustees' Report	3 to 4
Independent Examiner's report	5
Statement of Financial Activities	6
Balance Sheet	6
Signed on behalf of the Trustees	7

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