

# ACCOUNTS & REPORTS

*For the year ended 30 April 2023*



[www.westpointcommunity.org.uk](http://www.westpointcommunity.org.uk)

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# LEGAL AND ADMINISTRATIVE INFORMATION

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## Status

Westpoint-Sustainable Community Development is a registered Charity Organisation  
Charity Commission Registration Number: **1162552**

## Registered Office & Business Address:

### Westpoint-Sustainable Community Development

Office A: Edward Woods Community Hub

Norland House

9 Queensdale Crescent

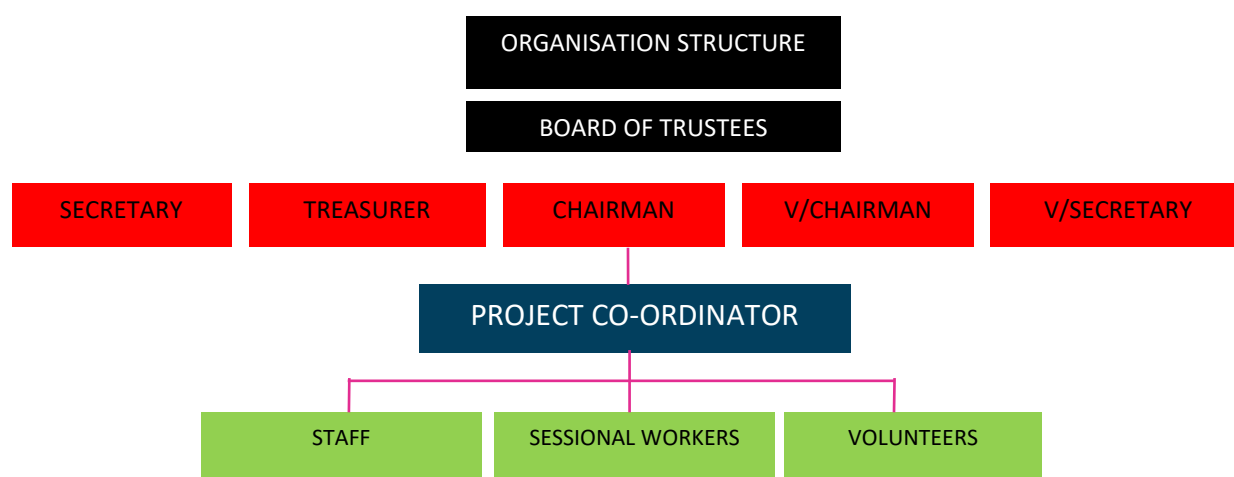
London W11 4TL

## Trustees:

**Governance:** The Charity is managed by A Board of Trustees comprising 5 members [3 males and 2 females]: serving Trustees include: -

1. Mr Kamal Mohamed: Chair
2. Mrs Zahra Al-Mureysi: Vice Chair
3. Mr Saleh Mahdi: Treasurer
4. Mr Abdirahman Bakhuraissa: Secretary
5. Miss Shamsa Said: Vice Secretary

## Organisation Chart Organigram





## Bankers:

HSBC Bank PLC  
Po Box 260  
46 The Broadway Ealing  
London  
W5 5JR

## Accountants:

Issa Associates  
  
Chartered Certified Accountants  
Suite 116 Cumberland House  
80 Scrubs Lane  
London NW10 6RF

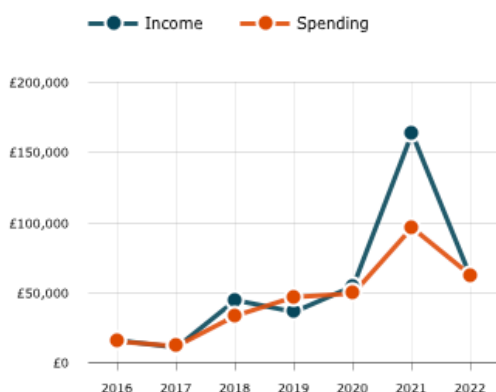
## Westpoint-Sustainable Community Development

Data for financial year ended *30 April 2023*

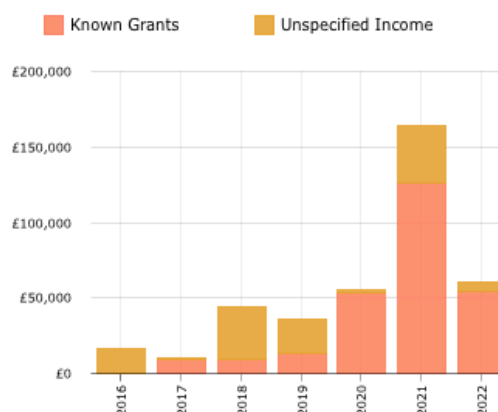
### Financial Data



### Income & Spending



### Sources of Income



# TRUSTEE'S REPORT

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I am pleased to present the Westpoint-Sustainable Community Development's Annual Accounts Report for 2022-2023, during which the Organisation has grown to support many users from diverse communities and has worked in partnership with many organisations that have helped make our work possible.

## The Charity's Objects are.

1. The promotion of social inclusion for the public benefit among people from the Somali community and other **Black and Minority Ethnic (BAME)** group living in the Royal Borough of Kensington & Chelsea, Hammersmith & Fulham and Westminster who are socially excluded on the grounds of their ethnic origin or social and economic position, to relieve the needs of such people and assist them to integrate into society, in particular but not exclusively by providing:

- Advocacy, information, and advice
- Education and training in the English language
- Recreational facilities and events involving the local community

2. Such charitable purposes for the public benefit as are exclusively Charitable according to the laws of England and Wales as the Trustees may from time to time determine.

## Legal status

Westpoint-Sustainable Community Development (Westpoint-SCD) came about when its constitution was adopted on 1st May 2013 [amended on 05/07/2015]: Westpoint-SCD now operates as **A Charity Registered with The Charity Commission on 7<sup>th</sup> July 2015**

## Financial Statements

The Trustees submit their Trustees' Report and financial statements for the year ended 30 April 2022.

## Policies:

### *Reserve policy:*

*The Trustees strive to achieve a Reserves Policy as recommended by the Charity Commission which is to hold between 3- 6 months revenue funding in unrestricted / free reserves to: -*

1. *Protect our services against losses of funding / sustain service levels*
2. *Invest in new programmes as needs are identified by local communities*
3. *Support costs which funders do not readily consider e.g., core costs*

*(4) Cover winding down costs including redundancies where appropriate*

*As of 30 April 2023, the charity held free reserves of £42,546 which at current levels of financial activity, account for approximately 6-12 months of expenditure which we can build to cover other necessary costs.*

***Risk(s) review:***

*The Trustees have recently reviewed the major risks faced by The Charity. This has resulted in efforts to increase Charity's donor base and increase unrestricted funds to meet running costs of the organisation.*

***Trustees Responsibilities***

The Trustees are responsible for keeping proper accounting records, which disclose at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006.

The Trustees oversee preparation of financial statements, select suitable accounting policies, and make judgments and estimates that are reasonable and prudent to give the true state of affairs of The Charity.

Trustees are also responsible for safeguarding the assets of The Charity. They are elected and replaced as set out in its constitution documents.

***Activities and Achievements***

The Charity is managed by 5 elected Trustee members, and 11 volunteers. The Office is open from Monday-Friday between 10.00am and 4.00pm.

## Public Benefit Statement

In planning our activities, we have considered guidance from The Charity Commission to ensure we meet our public benefit requirements.

The summary of the main activities undertaken for the public benefit in relation to these objects in planning our activities for the year we kept in mind The Charity Commission's guidance on public benefit at our Trustees' meetings. The focus of our activity's initiative for the personal and community development plans and a programme of youth and woman empowering orientated events and activities and trainings. This benefits young people and immigrant women by developing their self-confidence and social skills alongside practical IT skills, ESOL classes and life skills. We welcome all young people and all women regardless of personal background, faith, gender or personal circumstances and we as an organisation believe this philosophy of openness to all and this enriches everyone through the sharing of the skills, talents and life experiences of our young people and volunteers. Our on-going campaign seeks to ensure that children and families in our community are supported in their quest for change in their lives. Therefore, we have taken the opportunity to review our aims, objects, and strategies for the future. As to 'reaching everyone', our responses arose directly based on the needs of our beneficiaries and from what we heard, researched, surveyed and all the feedbacks from our service users and partners and are now cemented within the following actions.

- We have set our **Strategic Business Plan for the 3-Year Period Beginning in 2022 – 2025** (**Available on Request**) that will enable the Organisation to grow in capacity and develop services to reflect the growing changes to funding and the diversity in our community.
- We will continue to give a high priority to develop and deliver schemes that will impact on the educational attainment and skills of the Somali and refugee/asylum seekers community, by promoting advancement in children, young people, and adult's educational, social, and personal development.
- We will continue to develop services that will relieve poverty, preserve, and protect the health and welfare of women and children of our community with reference to; domestic violence, the circumcision of women (FGM), reproductive and sexual health, including birth control and mental health awareness for natal depression pregnancy suffering for young mothers
- We will continue to develop projects that will seek to build the confidence, self-esteem and skills of women and provide them with knowledge and support to become economically independent and active and become a functioning individual in the society and among their community.

Westpoint-SCD has launched its '**Westpoint-Computer Coding Club**' for children and young people this year 2019. This free computer-coding club is open to young people aged 10 - 16 who live in The Royal Borough of Kensington and Chelsea and Hammersmith & Fulham. It was exciting and inspirational for young people to see a coding club coming to their locality. Especial thanks go to **Clothworker' Foundation** who has made it possible for us to run this programme by offering us the full grant of the capital cost of the project. We think by teaching them coding they will learn at early stage how to think logically and problem solving. This will help them with other academic subjects such as maths in schools. Since we work with children and young people who came from deprived

and underprivileged background, we think by introducing to them technology generally and coding will broaden their horizon.

Our work providing **Information, Advice & Guidance and Advocacy** to the community continues to provide valuable opportunities to many members of our community to access the services they need as much as it has provided opportunities for networking, learning and information exchange within our community. Westpoint-SCD provides Advice with case work level. **The Welfare Reforms Act [2013] and the Universal Credit Roll Out** are still having a negative impact which has compounded people's poverty, particularly those who were already claiming benefits as many people have lost their benefits or received cuts.

For those people who are working, many are living on low incomes, referred to as the 'working poor' and experiencing poverty and ensuing debt; WestPoint-SCD provides 1-1 general advice including welfare benefits, housing, Immigration advice and services for asylum seekers and refugees who are already given or granted leave to remain from **The Home Office** and health issues. Our Organisation has successfully achieved '**Advice Quality Standard**' (AQS) with case work level this year 2019. We hold the **Advice Quality Standard (AQS)**, which provides you with the assurance that we have met certain criteria that demonstrate a commitment to quality. Westpoint-SCD is also a member of **AdviceUK**.

Westpoint-Sustainable Community Development has partnership and referral pathways working with some of the local service providers. Westpoint-SCD has referral forms in place and below are some of the local welfare advice Organisations and their contact details that Westpoint-SCD do make referral to:

- Hammersmith & Fulham Law centre
- Iraqi Association (**a local voluntary organisation and an AQS holder**)
- North Kensington law Centre
- Citizens Advice Hammersmith & Fulham (**AQS Holder**)

Westpoint-SCD is also registered with **The Office of the Immigration Services Commissioner (OISC)** and regulated to provide immigration advice or services by the Immigration Services Commissioner at level one. **Regulated by the OISC. Ref No. N201800037**

**Our Supplementary School** this programme has run for Somali children and other **BAME Communities** for 5 years with a view to supporting their education to maintain pace with school studies e.g., maths, English and sciences [the core subjects]

Westpoint-SCD has joined to **the Jack Petchey Achievement Award scheme**. And working onto the Bronze scheme for 2019. Westpoint-SCD has also signed **Jack Petchey Programme Agreement Form Youth Club 2x Indoor Package**. This agreement relates to the table tennis table donation scheme,



which is part of the Jack Petchey Table Tennis programme aimed at growing and sustaining participation within London & Essex.

Westpoint-Sustainable Community Development runs summer activities youth projects. We want to eliminate the common perception that young people are incapable of making a positive difference. Our youth club takes place once a week and they do different activities and challenges, such as **Table Tennis, Playing Chess and Storytelling**.

We provide opportunities and recreational activities to improve their physical and emotional abilities, encouraging young people to develop their talents and potentiality. We aim to improve their educational attainment, enhance their confidence, and develop their sense of belonging to their communities as responsible citizens.

We also build their confidence, which is low as the community experiences exclusions and lacks confidence that they can have a positive future. We want to change this and ensure the children believe they can succeed. Our Supplementary school has achieved a '**Quality Mark**' Awards this year 2019 from **The National Resources Centre for Supplementary Education (NRCSE)**.

Westpoint-SCD is a member of '**London Youth**' and working toward **Achieving London Youth Bronze Awards**.

Westpoint-SCD runs the "**Challenge for Youth**" Programme, which had been funded by **The London Community Foundation (London Evening Standard, The Dispossessed)**. The overall aims of this sphere are to work with young people aged 13 - 18 from **BAME** communities in the local area to Grenfell and in the local schools who are **NEET (Not in Education, Employment, or Training)** or at risk of engaging in anti-social behaviour. The Programme will target and focus the following phases.

- Improve their mental and physical health
- Develop social skills through social interaction and constructive activity
- Develop self-confidence and provide a positive contribution to the community through active citizenship
- Divert from anti-social behaviour, drugs misuse and criminality
- Gain skills in order that they might go on to further training & education
- Gain employment driven skills and personal development to become 'employment-ready'
- Develop direction and a pathway which meets their individual needs

Westpoint-SCD is working partner with '**Youth Parliament**' in Hammersmith & Fulham

**Community Youth Forum:** we will set up a local structure and develop [a membership of those young people joining and participating in activities of the '**Young People's Parliament**' and the benefits that have been derived through this participation.

**The Young People's Parliament:** young people living within the Grenfell area will have access to a Community Youth Forum from which they are regularly excluded not being engaged well enough in community activity. As members, they will have a voice about activities provided for them thus gaining influence over WestPoint's programmes and Council policy as information derived from the forum is disseminated.

**Active Citizenship:** part of the programme will entail everyone giving their time to the community whether in our youth club, working on our Inter-generational project or any community service.

Development activities to continue to be responsive to issues which are identified as being important to the Somali and broader BME community; we are always seeking to introduce new programmes to meet needs.

Our partnership with local schools has flourished and our work delivering study support classes, mentoring and others continues to provide a vital support to children and young people. The service has been very popular with the group and has contributed to improving attainment at both school and Borough level.

WestPoint-SCD is also joined and is part of the community engagement programme with **the Imperial College White City Campus “Connecting with our communities”**.

**The Imperial College White City Campus** aims is to work together with White City residents, businesses, and organisations to create new opportunities, support local talent, and collaborate on research, education and innovation that makes a difference to local people’s lives.

WestPoint-SCD recruits The Imperial College White City Campus students as volunteers, particularly, those students who are studying Computer Science Faculty for our coding club and supplementary school projects, as well WestPoint-SCD has the privilege using **“The Invention Rooms”**

It is a unique shared space at **The Imperial White City Campus** where you can find cutting-edge workshops, design studios and interactive spaces for innovation and collaboration between the College, the local community, and partners.

Westpoint-Sustainable Community Development is registered with **Information Commissioner’s Office (ICO)** and has **Data Protection Officer. Our Reference number: ZA45683**

Westpoint-Sustainable Community Development has in place a full coverage of **Employments’ and Public Liability Insurance**, including **(Professional Indemnity Insurance)**.

**Our Policy Number: CHW00157**

Our Treasurer [Saleh Mahdi] is responsible for day-to-day management of our Organisation's finances; he previously gained experience working at Somatel for five years, where he was Finance Officer. We use QuickBooks financial-accounting software to manage our accounts.

Our Organisation has two authorized signatories in our bank account and each payment method requires dual authorization.

Our Treasurer and the Chairman are the two authorized signatories on our account. Our written financial policy and procedures states that the two authorised signatories should not be from the same household or family. We have a written financial policy and procedures in place for purchasing, petty cash, and cheque signing, banking and volunteer expenses.

The bank account is reconciled monthly. The Treasurer presents income and expenditure accounts to our Trustees who have overall responsibility for our finances, so that the Trustees can be sure what the true balance of fund is monthly.

**Plans for The Future:** Our member volunteers made a great contribution. We are grateful for the many hours volunteers have spent listening and encouraging our young people and the women in need and working with our youth workers. Without this valuable contribution of time, energy, effort, and expertise we would not have been able to achieve so much.

We will continue to demonstrate our commitment to support the community and we will continue to develop the capacity of the Management Committee and the Organisation to respond to a changing sector and to the differing needs of its wider membership.

We will continue and enhance for our fundraising plan and setting up a strategic plan for fundraising for securing our organisation's future and capability for continuing to provide by serving and reshaping the communities' needs for the coming years and beyond. We are, as always, very grateful for the input, support and expertise of members, staff, volunteers, and our funders in helping us to move forward with confidence.

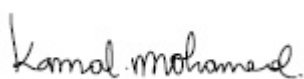
## **Funding**

The Trustees express their thank to all funding organisations and thanks to The Government for making this possible and thanks to all our volunteers and individuals that have helped The Charity to develop and provide its crucial services for the local community. Special thanks must go to the following organisations that supported The Charity during this financial year.

**BBC Children in Need, BBC Children In Need's Covid-19 2020 Booster Programme, London Community Response Fund – (London Community Foundation), London Community Response Fund – (City Bridge Trust), The National Lottery Community Fund (Coronavirus Community Support Fund), City Bridge Trust, Lloyds Bank Foundation for England and Wales, Comic Relief Community Fund England - (Groundwork UK), Young Hammersmith & Fulham Foundation (YHFF) on behalf of John Lyon's Charity, and The London Community Foundation (London Evening Standard, The Dispossessed), Active Community Fund People's Health Trust and Jack Petchey Foundation.**

And those not listed here who have contributed and supported to the work of The Charity in kind or by financial assistance.

This Report was approved by The Board and signed on its behalf by.



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Chairman: Kamal Mohamed

**Date:** 20<sup>th</sup> July 2023

# INDEPENDENT EXAMINER'S REPORT

## FOR THE YEAR ENDED 30 APRIL 2023

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I have examined the accounts on pages 12 to 16 which have been prepared on the accrual's basis.

### **Respective Responsibilities of Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 43 (2) of The Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

#### ***It is my responsibility to:***

- examine the accounts under section 43 of the 1993 Act.
- to follow the procedures laid down in the general Directions given by The Charity Commission under section 43(7)(b) of the 1993 Act: and
- To state whether matters have come to my attention.

### **Basis of Independent Examiner's Report**

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

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention, which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 41 of the 1993 Act: and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act; have not been met.

*Issa Associates*

**Issa Associates**

**Chartered Certified Accountants**

Suite 116 Cumberland House

80 Scrubs Lane

London, NW10 6RF

**Date:** 20<sup>th</sup> July 2023

# STATEMENT OF FINANCIAL ACTIVITIES

## WESTPOINT-SUSTAINABLE COMMUNITY DEVELOPMENT

### Statement of Financial Activities

#### For the year ended 30 April 2023

| Notes  | Unrestricted<br>£ | Restricted<br>£ | 2023<br>Total funds<br>£ | 2022<br>Total funds<br>£ |
|--|-------------------|-----------------|--------------------------|--------------------------|
| <b>Income</b>  |                   |                 |                          |                          |
| <i>Grants and Donations</i>                            |                   |                 |                          |                          |
| BBC Children In Need                                   | 500               | -               | 500                      | 10,000                   |
| London Community Foundation (L.E.S., the Dispossessed) | -                 | -               | -                        | 1,500                    |
| City Bridge Trust                                      | 1,940             | 19,821          | 21,761                   | 19,460                   |
| Jack Petchey Foundation                                | -                 | 300             | 300                      | 850                      |
| Active Community Fund (People's Health Trust)          | -                 | 3,900           | 3,900                    | 3,900                    |
| Lloyd Bank Foundation for England & Wales              | 2,250             | -               | 2,250                    | 25,000                   |
|  | <u>4,690</u>      | <u>24,021</u>   | <u>28,711</u>            | <u>60,710</u>            |
| <b>Expenditure</b>                                     |                   |                 |                          |                          |
| Staff salary and wages                                 | -                 | 21,241          | 21,241                   | 21,067                   |
| Sessional workers                                      | -                 | 3,885           | 3,885                    | 9,288                    |
| Tutor/teacher costs                                    | -                 | 3,975           | 3,975                    | 4,320                    |
| Youth worker   | -                 | -               | -                        | 6,558                    |
| Rent & hall hire                                       | 2,790             | 6,538           | 9,328                    | 6,920                    |
| Volunteers   | 830               | 2,089           | 2,919                    | 3,439                    |
| Activities and workshops                               | -                 | 1,200           | 1,200                    | 1,200                    |
| Staff and volunteers training                          | 930               | 720             | 1,650                    | 500                      |
| Equipment and materials                                | 3,520             | 570             | 4,090                    | 1,297                    |
| Publicity & promotions                                 | -                 | 573             | 573                      | 460                      |
| Insurance  | 467               | -               | 467                      | 431                      |
| Consultancy fees                                       | 2,340             | 1500            | 3,840                    | 1,500                    |
| Legal & professional fees                              | 620               | 883             | 1,503                    | 862                      |
| PPE (Personal Protection Equipment)                    | 216               | -               | 216                      | 833                      |
| Administrative expenses                                | 2,499             | 1,813           | 4,312                    | 3,237                    |
| Pension costs  | 398               | -               | 398                      | 398                      |
| Depreciation   | -                 | -               | -                        | -                        |
|  | <u>-</u>          | <u>-</u>        | <u>-</u>                 | <u>-</u>                 |
| Total expenditure                                      | 14,610            | 44,987          | 59,597                   | 62,310                   |
|  | <u>(9,920)</u>    | <u>(20,966)</u> | <u>(30,886)</u>          | <u>(1,600)</u>           |
| Fund balance for the period                            |                   |                 |                          |                          |
| Balance brought forward                                | 52,466            | 24,259          | 76,725                   | 78,325                   |
|  | <u>42,546</u>     | <u>3,293</u>    | <u>45,839</u>            | <u>76,725</u>            |
| <b>Balance carried forward</b>                         |                   |                 |                          |                          |

# BALANCE SHEET

## WESTPOINT-SUSTAINABLE COMMUNITY DEVELOPMENT

### Balance Sheet

For the year ended 30 April 2023

|   | Notes | £      | 2023<br>£     | 2022<br>£     |
|---|-------|--------|---------------|---------------|
| <b>Fixed Assets:</b>                              |       |        |               |               |
| Tangible  | 3     |        | -             | -             |
| <b>Current Assets:</b>                            |       |        |               |               |
| Cash at bank and in hand                          |       | 46,339 | 87,137        |               |
|   |       | 46,339 | 87,137        |               |
| <b>Current liabilities payable within 1 year:</b> |       |        |               |               |
| Accruals  | 4     | (500)  | (10,412)      |               |
| <b>Net Current Assets</b>                         |       |        | 45,839        | 76,725        |
| <b>Total Assets less current liabilities</b>      |       |        | <b>45,839</b> | <b>76,725</b> |
| <b>Funds:</b>                                     |       |        |               |               |
| Fund balance as at 30 April 2023                  |       |        | 45,839        | 76,725        |
|   |       |        | <b>45,839</b> | <b>76,725</b> |

The statement of financial activities as set out on page 12 to 13 for the financial year ending 30 April 2023, and the statement of assets and liabilities as set out on this page are as approved by the trustees.



Treasurer  
Saleh Mahdi

Date: 20 July 2023

## WESTPOINT-SUSTAINABLE COMMUNITY DEVELOPMENT

### *Notes to the Accounts*

*For the year ended 30 April 2023*

#### 1 Basis of accounting

The financial statements have been prepared under the historical cost convention, and have been prepared in accordance with Statement of Recommended Practice (SORP 2015), "Accounting and Reporting by Charities" and applicable accounting standards.

#### 2 Accounting Policies

A summary of the principal accounting policies, all of which have been applied consistently throughout the year is set out below.

##### 2.1 *Income and expenditure*

All income and expenditure is accounted for on accrual basis.

##### 2.2 *Fund Accounting*

General funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds subject to specific restrictive conditions imposed by donors.

##### 2.2 *Tangible Fixed assets and Depreciation*

Tangible fixed assets are stated at cost.

Provision for depreciation of fixed assets held for use by the charity is made at an annual rate of 25% on straight line basis.

##### 2.3 *Charity status*

The organisation is an unincorporated charity.



# WESTPOINT-SUSTAINABLE COMMUNITY DEVELOPMENT

## Notes to the Accounts

For the year ended 30 April 2023

|   |  |                     |               |
|---|--|---------------------|---------------|
| 3 | Tangible Fixed Assets                      |                     |               |
|   |  | Office<br>equipment | Total         |
|   | Costs                                      | £                   | £             |
|   | At 1 May 2022                              | 5,111               | 5,111         |
|   | Additions during the year                  | -                   | -             |
|   | At 30 April 2023                           | <u>5,111</u>        | <u>5,111</u>  |
|   | Depreciation                               |                     |               |
|   | At 1 May 2022                              | 5,111               | 5,111         |
|   | Charge for the year                        | -                   | -             |
|   | At 30 April 2023                           | <u>5,111</u>        | <u>5,111</u>  |
|   | Net Book value                             |                     |               |
|   | At 30 April 2023                           | <u>-</u>            | <u>-</u>      |
|   | At 1 May 2022                              | <u>-</u>            | <u>-</u>      |
| 4 | Current liabilities payable within 1 year: | 2023                | 2022          |
|   |  | £                   | £             |
|   | Accruals                                   | 500                 | 10,412        |
|   |  | <u>500</u>          | <u>10,412</u> |