

MANCHESTER CITY OF SANCTUARY

England & Wales · Charity number 1168839

Details

Status Registered

Legal form CIO

Registered 2016-08-19

Register [View on the Charity Commission register](#)

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Activities

Objects: I. TO ADVANCE THE EDUCATION OF THE PUBLIC IN GENERAL, ESPECIALLY IN MANCHESTER ABOUT THE ISSUES RELATING TO REFUGEES AND PEOPLE SEEKING ASYLUM OR SANCTUARY. II. TO PROMOTE HEALTH AND WELLBEING IN MANCHESTER AMONGST REFUGEES, PEOPLE SEEKING SANCTUARY, AND PEOPLE REFUSED ASYLUM IN THE UK. III. TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATIONS IN THE INTERESTS OF SOCIAL WELFARE WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THOSE PERSONS WHO HAVE NEED OF SUCH FACILITIES. IV. TO ADVANCE THE EDUCATION OF THE PUBLIC IN PARTICULAR BY THE PROVISION OF TRAINING TO THOSE PERSONS WHO HAVE NEED OF IT FOR THEIR BENEFIT INCLUDING REFUGEES, PEOPLE SEEKING SANCTUARY, AND PEOPLE REFUSED ASYLUM IN THE UK.V. THE PROMOTION OF EQUALITY AND DIVERSITY FOR THE PUBLIC BENEFIT BY PROMOTING ACTIVITIES TO FOSTER UNDERSTANDING AND ENGAGEMENT BETWEEN PEOPLE FROM DIVERSE BACKGROUNDS.

Activities: Our mission is to spread the City of Sanctuary network to Manchester making it a welcoming city, open and fair for all. We want to create a more inclusive and welcoming city to those seeking sanctuary who bring skills, enterprise, music, food and hard work to enrich our city. We run monthly conversation clubs and meals as well as offering practical projects and signposting services

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- Manchester City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£15,404	£26,878	-	-
2024-03-31	£72,703	£79,427	-	-
2023-03-31	£60,661	£77,702	-	-
2022-03-31	£79,366	£55,547	-	-
2021-03-31	£64,134	£66,399	-	-

Trustees

Name	Role	Appointed
Helen Vivienne Dorothy Moore Start	Chair	2025-02-13
Bethany Jane Rugen		2025-02-13
Cameron Boyle		2024-10-23
Naveeda Ikram		2025-02-13

MANCHESTER CITY OF SANCTUARY

England & Wales - Charity number 1168839

Accounts



Manchester City of Sanctuary

Trustees Annual Report and Financial Accounts

2024-25

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Foreword

This Trustees' Annual Report covers the year ended 31 March 2025, a period of significant challenge and transition for Manchester City of Sanctuary.

The year began following a period of operational difficulty, including staff redundancies and the suspension of most programme delivery. As a result, the trustees took the deliberate decision to prioritise organisational stabilisation, financial control, and governance strengthening over service expansion during the early part of the year. This approach was necessary to safeguard the charity's long-term viability and ensure that future activity would be delivered on a sustainable footing.

Despite these constraints, the charity continued to pursue its core mission of promoting welcome, understanding, and inclusion for people seeking sanctuary in Greater Manchester. Limited delivery activity continued through the Volunteer Placement Programme during the first part of the year, and the Places of Sanctuary Awards were gradually reintroduced later in the reporting period. Alongside this, the charity maintained a public presence through communications and engagement work that supported organisations and communities to adopt more inclusive practices.

The board itself was strengthened during the year, with the appointment of six new trustees in January 2025, bringing additional skills, capacity, and lived experience to support strategic oversight and future development. Trustees also enhanced financial governance through closer monitoring, strengthened committee oversight, and tighter cost controls.

While the charity reported a deficit for the year and continues to operate with limited unrestricted reserves, the trustees are confident that the actions taken during 2024–25 have placed Manchester City of Sanctuary on a more stable footing. The focus in the year ahead will be on rebuilding delivery, diversifying income, and ensuring that the charity can continue to fulfil its mission with resilience and integrity.

The trustees remain deeply committed to the charity's vision of a Greater Manchester where every person seeking sanctuary feels welcomed, valued, and part of a supportive community.

Objectives and Mission Statement

Our charity's purpose, as set out in the objectives contained in Charity's Constitution as:

1. To advance education of the public in general, especially in Manchester about issues relating to refugees and people seeking asylum or sanctuary
2. To promote health and wellbeing in Manchester amongst refugees, people seeking sanctuary, and people refused asylum in the UK
3. To provide or assist in the provision of facilities for recreation or other leisure time occupations in the interest of social welfare with the object of improving the conditions of life of those persons who have need of such facilities
4. To advance the education of the public in particular by the provision of training to those persons who have need of it for their benefit, including refugees, people seeking sanctuary and people refused asylum in the UK
5. The promotion of equality and diversity for the public benefit by promoting activities to foster understanding and engagement between people from diverse backgrounds.

Our Vision

For every person seeking sanctuary in Greater Manchester to feel part of a supportive community that understands and welcomes them

Our Mission

To empower sanctuary seekers and enrich the life of the city by challenging misconceptions, creating shared civic spaces, and inspiring a culture of solidarity.

Our Values

Connection: valuing the power of personal connection as a way of understanding and promoting empathy

Acceptance: seeing people are they are, without question and without judgement

Collaboration: working together to create deeper and lasting impact across the sector and with public bodies

Empowerment: working towards sanctuary seekers becoming protagonists of their own future

Dignity: recognising the humanity of all people

Public Benefit

The trustees have had due regard to the Charity Commission's guidance on public benefit when exercising their duties and in planning and delivering the charity's activities.

Manchester City of Sanctuary exists to advance education, promote health and wellbeing, reduce social isolation, and foster equality and understanding for the public benefit, with a particular focus on refugees, people seeking sanctuary, and people refused asylum in Greater Manchester. These groups often experience significant barriers to participation in civic life, access to services, and opportunities for social connection.

During the year, the charity delivered activities that contributed to public benefit by increasing public understanding of issues affecting sanctuary seekers, challenging misconceptions, and promoting positive relationships between people from diverse backgrounds. Our work supported individuals to feel welcomed, informed, and connected within their local communities, while also benefiting the wider public by strengthening social cohesion and encouraging inclusive civic participation.

The charity's activities provided direct benefit to sanctuary seekers through opportunities for education, wellbeing support, community engagement, and access to shared civic spaces. Indirect public benefit was delivered by equipping communities, organisations, and institutions across Greater Manchester with the knowledge and confidence to welcome people seeking sanctuary and to respond more effectively to issues of migration, equality, and social justice.

The trustees confirm that the benefits provided by the charity are accessible to the public and that any private benefit is incidental and necessary to the delivery of the charity's purposes. In setting priorities and allocating resources, the trustees seek to maximise public benefit and ensure that the charity's activities remain aligned with its charitable objectives.

Activities

The delivery of charitable activities during the year was significantly limited due to operational and financial challenges carried over from the previous financial year. Immediately prior to the start of the year, the charity ceased most service delivery following staff redundancies, which constrained organisational capacity during the first half of the reporting period.

The Volunteer Placement Programme continued into the early part of the year, with the Volunteer Placement Coordinator maintaining delivery and development of this work until July 2024, at which point the programme concluded and the role was made redundant. During this period, the programme contributed to creating and supporting inclusive spaces for refugees and people seeking sanctuary through partner organisations.

For the remainder of the year, the trustees prioritised stabilising the charity's financial position and strengthening governance arrangements in order to safeguard the charity's long-term sustainability. The Advocacy and Partnerships Coordinator post remained vacant during this period to minimise costs. Recruitment activity resumed in June 2024, resulting in the appointment of a new staff member to support the charity's future work.

In January 2025, the board was strengthened through the recruitment of six new trustees, bringing additional skills and capacity to support the charity's strategic direction and oversight. During the latter part of the year, delivery of the Places of Sanctuary Awards was gradually reintroduced, with activity increasing towards the end of the financial year.

Throughout the year, the charity continued to promote inclusion and understanding through communications and engagement activity, raising awareness of issues affecting refugees and people seeking sanctuary and supporting organisations and community spaces to adopt more welcoming and inclusive practices. The trustees consider that, despite limited-service delivery, these activities contributed to the charity's objectives and provided public benefit by fostering understanding, inclusion, and solidarity within Greater Manchester.

Structure, Governance and Management

Appointment of Trustees

Any person who is willing to act as a trustee, and who would not be disqualified under the provision of Article 27 of the Articles of Association, may be appointed to be a trustee by decision of the trustees. Recruitment of trustees is an open process, with positions advertised through channels and networks where we can attract a range of diverse candidates.

The interview panel consists of two trustees assigned to the role by the board and either a volunteer or someone from the management team (a minimum of one person on the panel must have lived experience of being a sanctuary seeker). Alongside this, all candidates will have an informal conversation with the Chair to ensure they understand the roles and responsibilities of being a trustee and have any of their questions answered

As per our constitution; trustees shall retire after each term of four years. Retiring trustees may be re-appointed but a trustee who has served for three consecutive terms must take a break from office for a minimum of one year.

Trustee Induction and Training

The trustees have a wide range of skills pertinent to the charity. They include professionals from finance, governance, safeguarding, policy influencing, fundraising, legal, and international development. Their knowledge is kept up to date by technical reading, sharing of knowledge and training courses.

New developments are discussed at meeting of the trustees. All trustees will undertake training on finance, governance and safeguarding. The operational plan, risk register, fundraising targets, safeguarding, staff and volunteer wellbeing and finances are regularly reviewed. We have a Finance and Audit Committee that meets quarterly to have oversight of our finances. It is our policy that all trustees are DBS checked.

Our Fundraising and Development Committee, chaired by a trustee and attended by other trustee representatives, meets quarterly. Our Resources and Personnel Committee convenes on an ad hoc basis, chaired by a trustee on behalf of the full board, and other members such as staff and volunteers as and when necessary for recruitment or other personal related items.

Related Parties and Relationship with other Organisations

The trustees have declared that there are no conflicts of interest with any related parties. Manchester City of Sanctuary holds a register of interests which is reviewed annually.

Remuneration Policy for Key Management Personnel

The trustees are responsible for preparing the trustees' annual report including the strategic report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming

resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to: select suitable accounting policies and then apply them consistently (1), observe the methods and principles in the Charities SORP (2), make judgements and estimates that are reasonable and prudent (3), state whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements(4), prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation (5) The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and enable them to ensure that the financial statements comply with relevant legislation.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the trustees are aware: there is no relevant audit information of which the charity's auditor is unaware.

The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

Fundraising practice Statement of Responsibilities of Trustees

The trustees delegate the day to day running of the charity to Finance and Audit Committee, chaired by our Treasurer. There is an agreed scheme of delegation which outlines respective responsibilities following a robust autonomous structure. The pay of Manchester City of Sanctuary staff is set by the board of trustees in line with the Living Wage Standards.

All of Manchester City of Sanctuary's fundraising is carried out by our Fundraising and Development Subcommittee. Manchester City of Sanctuary is not currently subscribed to the Fundraising Regulator.

In March 2025, all of our income generated through grants were carefully regulated. We abide by the Fundraising Regulator's Code of Practice for all our community, events, corporate and individual fundraising activities. Manchester City of Sanctuary has never received any complaints about fundraising activities which we've undertaken.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.



Sami Gichki, Chair of the Board of Trustees, signed on behalf of the board

Finances and Statement of Going Concern

Income

Total income for the year ended 31 March 2025 was £15,404 (2024: £72,703). Income reduced significantly compared to the previous year due to limited service delivery and fundraising activity while the trustees focused on stabilising the organisation following operational challenges.

Income in the year consisted primarily of restricted grants totalling £13,863, with additional unrestricted income of £1,541 from other sources. During the year, £4,302 of funds previously held as restricted were released from restriction following confirmation from the funder that repayment was not required and that the restriction no longer applied. This amount was transferred from restricted to unrestricted funds in accordance with the Charities SORP (FRS 102) and had no impact on the charity's total funds.

Expenditure

Total expenditure for the year was £26,878 (2024: £79,427). Expenditure was carefully controlled throughout the year. The majority of costs related to staffing, which totalled £25,226, reflecting limited programme activity in the early part of the year and reduced staffing capacity thereafter. Other expenditure was minimal and related to administrative and governance costs.

Year End Position

The charity recorded a net deficit of £11,474 for the year (2024: £6,723 deficit). Total funds decreased from £19,821 at the start of the year to £8,347 at 31 March 2025, comprising £4,244 of restricted funds and £4,103 of unrestricted funds. The trustees continue to monitor reserves closely in line with the charity's reserves policy.

Going Concern

The trustees have considered the charity's financial position and forecasts for a period of at least twelve months from the date of approval of these financial statements. During the year ended 31 March 2025, the charity reported a deficit of £11,474 and held total funds of £8,347 at year end, comprising £4,244 in restricted funds and £4,103 in unrestricted funds.

The trustees recognise that the level of unrestricted reserves remains low and that this represents a key financial risk. In assessing the charity's ability to continue as a going concern, the trustees have reviewed detailed cash flow forecasts, current funding commitments, and planned expenditure for the forthcoming year. These forecasts assume a continuation of core activities at a reduced and controlled cost base, alongside the securing of grant income that is already under discussion or in advanced application stages.

During the year, the trustees took active steps to stabilise the charity's financial position, including restructuring staffing arrangements, tightening expenditure controls, and strengthening financial oversight through the Finance and Audit Committee. The charity has no material borrowings and is able to meet its liabilities as they fall due.

Based on this review, and having regard to the charity's planned activities, anticipated income, and available mitigations, the trustees believe that Manchester City of Sanctuary

will have adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements have been prepared on a going concern basis.

Reserves Policy

The trustees have agreed that the level of free reserves needs to be between three and six months of the ongoing running costs of the charity. This figure was agreed during a process of reviewing our internal and external environment, whilst taking into consideration our future plans and projected expenditure.

Our reserves policy follows a 'risk-based approach', meaning that our policy is based on an understanding of our income streams and their risk profile. Reserves are reported monthly in the management accounts created by the Finance and Audit Subcommittee, which are reviewed at board level.

Given operational issues, changes in economic circumstances and short-term needs it is possible for reserves to fall outside of the target range. However, it is expected that Leadership will seek to address this to ensure reserves are maintained within range.

Financial Statements

Statement of Financial Activities (Incorporating the Income and Expenditure Accounts) Year Ended 31st March 2025

	Restricted Funds 2025 (£)	Unrestricted Funds 2025 (£)	Total Funds 2025 (£)	Total Funds 2024 (£)
Incoming Resources				
Grants	13863	0	13863	56419
Other Income	0	1541	1541	16284
Total Income	13863	1541	15404	72703
Resources Expended				
Charitable Activities	0	716	716	16916
Wages and Salaries	20610	4615	25226	55281
Travelling and Subsistence	0	8	8	855
Other admin costs	0	928	928	5708
Overhead Apportionment	667	(667)	0	
Total Resources Expended	21278	5600	26878	79427
Net (outgoing)/incoming Resources	(7415)	(4059)	(11474)	(6723)
Transfers between funds	(4302)	4302		
Total funds brought forward	15961	3860	19821	26778
Total Funds carried forward	4244	4103	8347	20,055

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared. All of the above amounts relate to continuing activities.

Balance Sheet as at 31st March 2025

	Restricted Funds 2025 (£)	Unrestricted Funds 2025 (£)	Total Funds 2025 (£)	Total Funds 2024 (£)
Assets				
Cash in bank and hand	4244	4336	8580	20055
Total Assets	4244	4336	8580	20055
Liabilities				
Creditors due within 1 year		(233)	(233)	
Total Liabilities		(233)	(233)	
Net Assets	4244	4103	8347	20055
Funds				
Unrestricted Funds		4103	4103	4094
Restricted Funds	4244		4244	15961
Total Funds	4244	4103	8347	26778

Notes to the Financial Statements
1. Basis of Preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and applicable charity law.

The charity qualifies as a small entity and has therefore not prepared a cash flow statement.

2. Accounting Policies

- **Income recognition:** Income is recognised when the charity is entitled to the funds, receipt is probable, and the amount can be measured reliably.
- **Restricted funds:** Restricted funds represent income subject to specific conditions imposed by funders.
- **Expenditure:** Expenditure is recognised on an accrual's basis.
- **Staff costs:** Staff costs include salaries, employer National Insurance and pension contributions.
- **Overhead apportionment:** Overheads are allocated between restricted and unrestricted funds on a reasonable and consistent basis reflecting staff time and activity.

3. Income

Total income for the year amounted to £15,404 (2024: £72,703), comprising:

- Restricted grant income: £13,863
- Unrestricted donations and other income: £1,541

4. Expenditure

Total expenditure for the year was £26,878 (2024: £79,427). The majority of expenditure related to staffing costs of £25,226, reflecting the charity's reduced but ongoing operational capacity during the year.

5. Staff Costs

Staff costs for the year were:

	2025(£)	2024(£)
Wages and Salaries	25,226	55,281

6. Restricted Funds

During the year, the trustees reviewed the status of restricted funds held at the previous year end. £4,302 related to income received in prior periods for a restricted purpose that was not ultimately delivered. The funder confirmed that repayment was not required and that the restriction no longer applied.

In accordance with the Charities SORP (FRS 102), this amount was released from restricted funds and transferred to unrestricted funds. This transfer had no impact on total funds.

Restricted funds carried forward at 31 March 2025 totalled £4,244 (2024: £15,961).

7. Creditors

Creditors due within one year at 31 March 2025 amounted to £233 (2024: £0).

8. Reconciliation Explanation

During the year-end review, a minor reconciliation difference of £24 was identified, relating to timing and rounding differences in cash postings. This was adjusted in the final accounts, and the cash balance now fully reconciles to the Statement of Financial Activities and Balance Sheet.

9. Funds

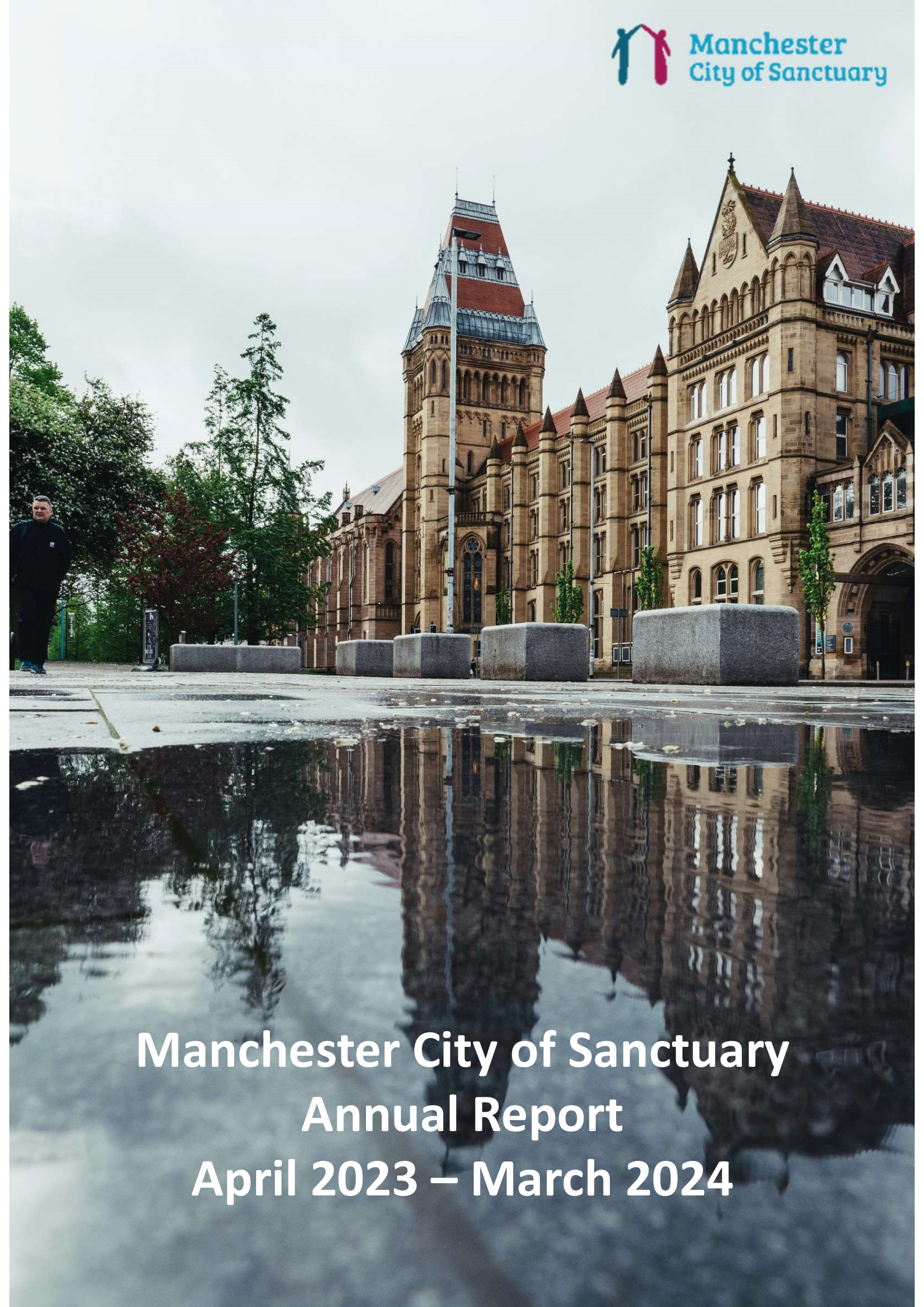
At 31 March 2025, total funds amounted to £8,347, comprising:

- Restricted funds: £4,244
- Unrestricted funds: £4,103

MANCHESTER CITY OF SANCTUARY

England & Wales - Charity number 1168839

Accounts



**Manchester City of Sanctuary
Annual Report
April 2023 – March 2024**

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FOREWORD

“I have learnt a lot of skills. MCoS has brought me close to people. They support travel expenses. I enjoy events and we have happy times together.” -
MCoS service user, February 2023

Dear supporters,
Manchester City of Sanctuary is proud of our work and our mission to make Manchester a true city of sanctuary for the diverse communities of this city.

The work we do to advocate for asylum seekers, refugees and migrants is crucial in ensuring their voices are represented within legislation; and our service delivery has been a key part in allowing those we serve to integrate within their communities – often being in high demand and integral to the wellbeing of those we serve.

This has been a challenging period; though our resilience as a charity has allowed us to remain operational with the support of our partners; with big ambitions for the future of our work.

We continued our service delivery, reaching many vulnerable people within the city and successfully engaging volunteers in ensuring it continues to be volunteer-led.

Dehumanising and dangerous government rhetoric, the seekers and crises and the longer-term impacts of COVID continued to impact our work significantly.

Legislation introduced during this period filtered greatly into media, enforcing stigma towards sanctuary seekers through the Rwanda Bill, significantly impacting the wellbeing of those we continue to support.

“I find the support very helpful, and I enjoy all the activities.” - MCoS service user, February 2023

Near the end of this period, we began a period of consolidation. As many in the sector continue to struggle financially with fundraising - we had to make difficult decisions around losing staff members and refocusing our work on redeveloping our strategy so that we could support many more sanctuary seekers and reach even more through our work.

We are redeveloping our strategy to be more expansive, focusing strongly on our Advocacy work in partnership with the Stepchange Consortium; and expanding our streams of sanctuary work to recognise, celebrate and improve on what organisations are already doing to make Manchester inclusive!

We thank all our staff, funders, volunteers and the people we serve for their continued support towards our mission and our cause to make Manchester a home for all!



Sami Gichki,
Chair since September 2024



Katya Pursall,
Interim Chair 2023-24

Reference and Administrative Details

Registered Name	Manchester City of Sanctuary
Charity Number	1168839
Legal Structure	Charitable Incorporated Organisation(CIO)
Governing Document	Constitution
Date of Incorporation	19 th August 2016
Registered Address	Manchester City of Sanctuary, c/o MACC, Swan Buildings, 20 Swan Street, Manchester, M5 5JW
Start of Financial Year	1 st April 2023
End of Financial Year	31 st March 2024

Trustees who served during the year and up to the date of this report were as follows:

Trustee	Sami Gichki	Chair (<i>Appointed 15th May 2024</i>)
	Mark Andrew Kingston	Treasurer
	Dr Jonathan Gilmore	
	Tandrima Mazumdar	
	Cameron Boyle	(<i>Appointed 23rd October 2024</i>)
	Dr Katya Pursall	(<i>Resigned 20th December 2024</i>)

Bankers	The Cooperative Bank PO Box 250 Skelmersdale WN8 6WT	Independent Examiner	Mark Greeve Chartered Accountants, 10 Keswick Drive Frodsham, Cheshire, WA6 7LU
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Key Management Personnel

Sarah McCarthy	Volunteer Placement Co-Ordinator	
Helen Paskins	Advocacy and Partnerships Coordinator	(<i>Recruited 18th November 2024</i>)

Trustees Annual Report

For the year ended 31st March 2024

The trustees present their report and audited financial statements for the year ended 31 March 2024.

Objectives and Activities

Purpose and Aims

Our charity's purpose, as set out in the objectives contained in Charity's Constitution as:

1. To advance education of the public in general, especially in Manchester about issues relating to refugees and people seeking asylum or sanctuary
2. To promote health and wellbeing in Manchester amongst refugees, people seeking sanctuary, and people refused asylum in the UK
3. To provide or assist in the provision of facilities for recreation or other leisure time occupations in the interest of social welfare with the object of improving the conditions of life of those persons who have need of such facilities
4. To advance the education of the public in particular by the provision of training to those persons who have need of it for their benefit, including refugees, people seeking sanctuary and people refused asylum in the UK
5. The promotion of equality and diversity for the public benefit by promoting activities to foster understanding and engagement between people from diverse backgrounds.

Our Vision is for every person seeking sanctuary to feel part of a supportive community that understands and welcomes them.

Our Mission is to make Manchester a welcoming place for refugees and asylum seekers.

Our Values

- **Connection:** valuing the power of personal connection as a way of understanding and promoting empathy
- **Acceptance:** seeing people as they are, without question and without judgement
- **Collaboration:** working together to create deeper and lasting impact across the sector and with public bodies
- **Empowerment:** working towards sanctuary seekers becoming protagonists of their own futures
- **Dignity:** recognising the humanity of all people

As of year ended 31 March 2024

Volunteer Placements

With previous success with the Volunteer Placement Pilot; Manchester City of Sanctuary expanded on the scheme to deliver the service to sanctuary seekers with a more robust system in place.

In January 2024, we recruited a Volunteers Placement Coordinator to directly engage with and support sanctuary seekers into volunteering; often through partnering with organisations locally that have the appetite for this work – providing them with the training and support they also require to ensure that sanctuary seekers are given the right conditions to thrive.

Through this project, Manchester City of Sanctuary’s aim was to address some challenges; these included the need to increase community cohesion , reduce hate crime, support sanctuary seekers with skills development and integration, whilst also supporting their mental health and wellbeing.

This work closely meshed well with the training we provide to increase awareness about sanctuary seekers and the challenges they face when accessing services within the community.

The journey explained (to the right) is a rough guideline, and the nuances of the work change based on the different needs of sanctuary seekers and host organisation; tailored by the Volunteer Placement Coordinator to ensure they remain bespoke.

The Journey



Above: Journey of a volunteer placement*

Below: Above diagram expanded**

1	<ul style="list-style-type: none"> • Manager expresses interest about offering volunteer placements at an organisation • Organisation is given an information pack; including case studies and FAQs
2	<ul style="list-style-type: none"> • MCoS visits site (<i>meets manager, discusses any concerns and risks, discusses process, etc</i>) • Second meeting with interested Sanctuary Seekers
3	<ul style="list-style-type: none"> • Potential volunteers go to organisation for a taster session • Decision made as to whether or not to start volunteering
4	<ul style="list-style-type: none"> • Initial placement set for 1 month • MCoS to check in after 1st shift • At end of 1st month - contact manager and volunteer to see if they still want to continue
5	<ul style="list-style-type: none"> • If both parties are happy to continue, MCoS step back and allow the placement to be managed by the shop itself and as with other volunteers
6	<ul style="list-style-type: none"> • Evaluation is completed by volunteer and manager to returned to MCoS

Case Study

Loai – Wheels For All x Manchester City of Sanctuary

My name is Loai, and I have been recently living in Manchester. I came to the UK from the Yemen where I grew up and went to high school. I moved to Asia to further my English studies. After this I was then able to gain a student visa to come to the UK to continue my studies.

During the summer break of my studies, I found myself with lots of spare time with not much to do. I came across City of Sanctuary and their volunteering placements and thought it would be a good thing to get involved with. Through City of Sanctuary Manchester, I was able to access some volunteering opportunities with Wheels for All at their sessions within Debdale Park

"At Manchester City of Sanctuary, we know the demand there is for sanctuary seekers to get into volunteering, and we understand the importance of the impact it has on individuals. Volunteering is proven to promote good mental health. Many of our volunteers also say it helps improve their English skills and helps them integrate into their communities in the UK.

It is fantastic to have a collaboration with Wheels For All - Rhys and Caroline have done a fantastic job of making the volunteer experience as accessible as possible for sanctuary seekers. This is a great example of two organisations working together to create a positive impact for the sanctuary seeking community."

Sarah McCarthy

Volunteer placement coordinator, City of Sanctuary

I was able to volunteer with the team there for about 10 weeks and really enjoyed my time helping them. It was a friendly environment, in a lovely park setting and an enjoyable way to spend a Tuesday morning. It was a nice opportunity to meet lots of new people, connect with the community and overall, a really great experience!

"Having Loai's help at Debdale has been wonderful!

He is very enthusiastic, always arriving with a smile; and knows his way around a bicycle. His help has been invaluable in the months that he's been with us; always willing to get stuck in and move cycles, gazebos, boxes, or jump on a bike and ride with participants.

He's learned the features of each of the adapted cycles very quickly, and being able to speak Arabic, has helped us to communicate better with some of our participants. We will miss Loai and his smile, and we're very happy that he's doing well."

Caroline Powrie

Debdale Park session lead, Wheels for All

I was thankful that Wheels for All were able to reimburse my travel costs straight after a session, I receive £8 a week to live on and wouldn't have been able to cope long without receiving back the £5 bus fare needed to attend.

Whilst volunteering I found out I would be able to stay in the UK to complete my college studies in Liverpool. I feel volunteering really helped me achieve this with my communication skills, speaking to lots of new people in English. I am excited to begin my course in computing as I would like to have a career in cyber security in the future.

I am going to be busy with college studies as this course as quite an intense schedule, but in the holidays, I hope to see what Wheels for All sessions I could get involved with in Liverpool.

"Working with City of Sanctuary in Manchester has been great experience to create a welcoming environment for asylum seekers and refugees, enabling them to contribute to and become active members of their local communities while supporting Wheels for All's inclusive cycling initiatives. We are keen to explore further opportunities to work with City of Sanctuary UK in additional areas where both organisations operate within"

Rhys Phillips

National volunteer manager, Wheels for All

Service Delivery

Manchester City of Sanctuary recognises the need for direct service delivery to sanctuary seekers to help create a welcoming environment and allow them to engage within the community as they settle into their new homes. Over the financial year, we worked directly with partners to provide support to sanctuary seekers, including those residing in hotels.

These encompassed the following:



Sports and physical activity can have a profound impact on the wellbeing. We ran numerous activities, such as walking, ladies football and Tai Chi. These activities also gave sanctuary seekers to connect to one another and their communities, in a safe space.



Our Coffee mornings and Ladies Wellbeing sessions are another point of contact for us to support sanctuary seekers and provide a safe space!



The lives of sanctuary seekers can be turbulent – Manchester City of Sanctuary also provided a space to celebrate together, with our Eid and Christmas Celebration Events



We also provided support to sanctuary seekers living in Manchester Hotels, being a key signposting organisation whilst also providing wellbeing support and offering activities mentioned above to sanctuary seekers.

Finance and Risk

For the year ended 31st March 2024

INCOME

During 2023/24, our total income increased by 20% to £73k. as we continued to respond to increased need and a challenging external environment and struggled with our fundraising efforts.

The majority of our income (78%) was secured from restricted grants from Trusts and Foundations for our charitable activities. We were able to raise funds to support our core programme of events, as well as secure funding for a volunteer placement programme which we launched in the year.

We are very grateful to longstanding and more recent funders and partners; without whose support our work would be impossible.

EXPENDITURE

The total organisational expenditure was £79k. 64% of the total organisational expenditure was spent on charitable activities with 36% expended to support Manchester City of Sanctuary to achieve its objectives.

Of the total expenditure, 70% was on staffing, our greatest asset. Staff and Volunteers are key in delivering all our services and advocacy offer.

YEAR END POSITION

At the close of the financial year, Manchester City of Sanctuary held total net assets of £20k. Of these funds, £16k are restricted funds to be carried forward, representing funds which Manchester City of Sanctuary received for its charitable activities that have not yet been expended.

The level of unrestricted funds is in line with our policy on cash retention. This amount has been allocated for core running costs in the year 24/25. The total general funds held by Manchester City of Sanctuary at the close of the year were £4k

RESERVES POLICY

The trustees have agreed that the level of free reserves needs to be between three and six months of the ongoing running costs of the charity. This figure was agreed during a process of reviewing our internal and external environment, whilst taking into consideration our future plans and projected expenditure. Our reserves policy follows a 'risk-based approach', meaning that our policy is based on an understanding of our income streams and their risk profile.

Reserves are reported monthly in the management accounts created by the Finance and Audit Subcommittee; which are reviewed at board level. Given operational issues, changes in economic circumstances and short-term needs it is possible for reserves to fall outside of the target range. However, it is expected that Leadership will seek to address this to ensure reserves are maintained within range.

PRINCIPLE RISKS AND UNCERTAINTIES

The risks have been exacerbated by the cost-of-living crisis, Government policies that affect the asylum system and operational uncertainty within the organisation and challenges with fundraising.

Manchester City of Sanctuary has identified the following headline risks and mitigations:

1. Operational Skills Gap

Risk: Due to change at board level with the lack of a chair, and no necessary direct exec to manage the teams after redundancies for previous roles; many of the operational activities in terms of management depend fully on volunteers. There are also certain gaps in skills within the charity; such as within the board and operational teams

Mitigation: Gain unrestricted funding to recruit a part-time (or full time) executive to allow operational consistency in terms of line management. Till this can be implemented within the organisational structure; open a round of open recruitment for trustees to allow Manchester City of Sanctuary to maximise the support of experts in different fields, such as Human Resources and Operational Acumen to support the next stage of growth for the charity. Alongside this, develop a training plan for staff and existing trustees to upskill wherever possible, and ensure this is updated on a frequent basis.

2. Clarity of Strategy

Risk: The organisation risks following certain sources of fundraising that align with a part of our strategic objectives but do not utilise it entirely. This, combined with the other risks and not have a formalised strategy; puts at risk the sustainability of the charity's activities and the possibility of them not being in line with our long-term strategic objectives.

Mitigation: Establishing a short-term interim strategy (laid out in the next section), approved by trustees and doing an internal audit of the organisation, with trustees, staff, partners and sanctuary seekers to establish a formalised strategy from 2025-29. Once established, setting out formalised procedures to ensure that our activities and fundraising efforts align with this strategy to maximise our impact and ensure we keep on track.

3. Fundraising Capacity

Risk: Manchester City of Sanctuary does not currently have the fundraising capacity to deliver on its mission and objectives in the long-run; currently depending on already existing, long-term secured funding. The fundraising landscape also continues to be challenging and means that applications to trusts and foundations for future funding would be very competitive.

Mitigation: Formally developing a fundraising and development committee to sit alongside the board of trustees to bring in individuals with extensive fundraising acumen. Formally develop a fundraising strategy alongside an overall strategy to allow a clear routes to funding. Also explore ways of diversifying fundraising pipelines in alternative ways; such as philanthropy, corporate partnerships, individual giving, etc

Plans for the Future

Advocacy

We understand the need for organisations such as Manchester City of Sanctuary to take a top-down approach to ensure inclusivity is something embedded within the culture of the city –from councils and services to schools and colleges.

We will do this through:

- 1.** Streams of Sanctuary – we will continue accrediting organisations that meet our standards and provide them with support on how to be better fitted with supporting asylum seekers and refugees within their processes.
- 2.** Continue advocating for the needs of sanctuary seekers within regional and city-wide policy to ensure their needs are being fulfilled
- 3.** Research and raise awareness around the needs and barriers faced by sanctuary seekers; recommending ways of improving these across sectors.

Service Delivery

We also understand how crucial it can be to provide direct support to those we work with as they navigate the complexities of seeking sanctuary within our city.

We will do this through:

- 1.** By continuing our service delivery work to support sanctuary seekers in seeking opportunities to develop their skills and have safe spaces to integrate within the community
- 2.** Playing a key role in signposting sanctuary seekers to other organisations and services, these can include but are not limited to the NHS, other charities and education services.

Structure, Governance & Management

For the year ended 31st March 2024

APPOINTMENT OF TRUSTEES

Any person who is willing to act as a trustee, and who would not be disqualified under the provision of Article 27 of the Articles of Association, may be appointed to be a trustee by decision of the trustees.

Recruitment of trustees is an open process, with positions advertised through channels and networks where we can attract a range of diverse candidates

The interview panel consists of two trustees assigned to the role by the board and either a volunteer or someone from the management team (*a minimum of one person on the panel must have lived experience of being a sanctuary seeker*). Alongside this, all candidates will have an informal conversation with the Chair to ensure they understand the roles and responsibilities of being a trustee and have any of their questions answered

As per our constitution; trustees shall retire after each term of four years. Retiring trustees may be re-appointed but a trustee who has served for three consecutive terms must take a break from office for a minimum of one year.

TRUSTEE INDUCTION AND TRAINING

The trustees have a wide range of skills pertinent to the charity. They include professionals from finance, governance, safeguarding, policy influencing, fundraising, legal, and international development.

Their knowledge is kept up to date by technical reading, sharing of knowledge and training courses. New developments are discussed at meeting of the trustees. All trustees will undertake training on finance, governance and safeguarding.

The operational plan, risk register, fundraising targets, safeguarding, staff and volunteer wellbeing and finances are regularly reviewed. We have a Finance and Audit Committee that meets quarterly to have oversight of our finances. It is our policy that all trustees are DBS checked.

Our Fundraising and Development Committee, chaired by a trustee and attended by other trustee representatives, meets quarterly. Our Resources and Personnel Committee convenes on an ad hoc basis, chaired by a trustee on behalf of the full board, and other members such as staff and volunteers as and when necessary for recruitment or other personal related items, We are also committed to our mission, and are striving to set up a Strategy and Innovation Subcommittee

RELATED PARTIES AND RELATIONSHIP WITH OTHER ORGANISATIONS

The trustees have declared that there are no conflicts of interest with any related parties. Manchester City of Sanctuary holds a register of interests which is reviewed annually

REMUNERATION POLICY FOR KEY MANAGEMENT PERSONNEL

The trustees delegate the day to day running of the charity to Finance and Audit Committee, chaired by our Treasurer.

There is an agreed scheme of delegation which outlines respective responsibilities following a robust autonomous structure. The pay of Manchester City of Sanctuary staff is set by the board of trustees in line with the Living Wage Standards

FUNDRAISING PRACTICE STATEMENT

All of Manchester City of Sanctuary's fundraising is carried out by our Fundraising and Development Subcommittee. Manchester City of Sanctuary is not currently subscribed to the Fundraising Regulator.

In March 2024, All of our income generated through grants were carefully regulated. We abide by the Fundraising Regulator's Code of Practice for all our community, events, corporate and individual fundraising activities. Manchester City of Sanctuary has never received any complaints about fundraising activities which we've undertaken.

STATEMENT OF RESPONSIBILITIES OF TRUSTEES

The trustees are responsible for preparing the trustees' annual report including the strategic report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to: select suitable accounting policies and then apply them consistently (1), observe the methods and principles in the Charities SORP (2), make judgements and estimates that are reasonable and prudent (3), state whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements(4), prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation (5)

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy, at any time, the financial position of the charity and enable them to ensure that the financial statements comply with relevant legislation.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the trustees are aware: there is no relevant audit information of which the charity's auditor is unaware. The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions. Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.


Independent Examiner

Mark Greeve Chartered Accountants were re-appointed as the independent examiners to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 29th January 2025 and signed on their behalf by



Sami Gichki
Chair



Mark Kingston
Treasurer

Financial Statements

For the year ended 31st March 2024

Statement of Financial Activities (Incorporating the Income and Expenditure Account)

Year Ended 31 March 2024

	Restricted Funds 2024 (£)	Unrestricted Funds 2024 (£)	Total Funds 2024 (£)	Total Funds 2023 (£)
Charitable Sources		16,284	16,284	18,875
Grants	56,419		56,419	41,786
Total Incoming Resources	56,419	16,284	72,703	60,661
Resources Expended				
Charitable Activities	16,319	577	16,916	23,284
Legal and Professional Fees		667	667	300
Wages	34,782	20,499	55,281	47,566
Travelling and Subsistence		855	855	723
Other Admin Costs		5,708	5,708	5,829
Total Resources Expended	51,120	28,306	79,427	77,702
Net Incoming/ (Outgoing) Resources	5,298	(12,022)	(6,723)	(17,041)
Total Funds Brought Forward	10,663	16,115	26,778	43,819
Total Funds Carried Forward	15,961	4,094	20,055	26,778

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared. All of the above amounts relate to continuing activities.

Balance Sheet As At 31 March 2024

	Restricted Funds 2024 (£)	Unrestricted Funds 2024 (£)	Total Funds 2024 (£)	Total Funds 2023 (£)
Assets				
Debtors				1,000
Cash in bank and in hand	15,961	4,094	20,055	26,311
Total Assets	15,961	4,094	20,055	27,311
Liabilities				
Creditors due within one year				(533)
Total Liabilities	0	0	0	(533)
Net Assets	15,961	4,094	20,055	26,778
Funds				
Unrestricted Funds		4,094	4,094	16,115
Restricted Funds	15,961		15,961	10,663
Total Funds	10,663	16,115	26,778	26,778

Notes to the accounts

Accounting Policies for the basis of accounting	The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) (effective 1 st January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard Applicable in the UK and Ireland (FRS 102) and the Companies Act
Cash Flow Statement	The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial accounts on the grounds that the company is too small.
Fixed Assets	There are no fixed assets currently. Any future fixed assets will initially be recorded at cost.
Depreciation	Depreciation will be calculated to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows: Equipment 25% WDA Building Works 25% WDA Motor Vehicles 30% WDA

Income

Donations	2024 (£)	2023 (£)
Donations and Gift Aid Repayments	16,284	18,875
Grants	56,419	41,786

Independent Examiners Report

For the year ended 31st March 2024

I report on the financial statements for the year ended 31 March 202, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed as the charity's turnover exceeded £25,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 386 of the Companies Act 2006, and

- To prepare accounts that accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

Have not been met ,or

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

A handwritten signature in black ink, consisting of a stylized 'M' and 'G' followed by a long horizontal line extending to the right.

Mark Greeve

Independent Examiner

Dated 30th January 2025

Manchester City of Sanctuary is a Charitable
Incorporated Organisation(CIO) registered
with the Charity Commission England and
Wales (Charity Number 1168839)

MANCHESTER CITY OF SANCTUARY

England & Wales - Charity number 1168839

Accounts

Manchester City of Sanctuary

Annual Report

April 2022 – March 2023

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REFERENCE AND ADMINISTRATIVE DETAILS

Registered name Manchester City of Sanctuary

Trustees

Kat Pursall
Mark Kingston
Jonathan Gilmore
Tandrima Mazumdar

Resignations

Paul Hamnett (Resigned August 2023)
Mike Waldron (Resigned August 2023)

Staff

Liz Hibberd
Janet Anderson

Principal Office

Registered Address:
% Levenshulme Inspire,
747 Stockport Road,
Levenshulme,
Manchester
M19 3AR

Independent Examiner

Mark Greeve

Bankers

The Co-Operative Bank PLC
P O Box 250
Skelmersdale, WN8 6WT

**Annual Report: Manchester City of Sanctuary Charity
1168839**

Overview

This was another eventful year, with many external challenges adding to the difficult context we often work in. However, with the support of brilliant volunteers, supporters, and partners, we were able to offer a range of activities and events that promoted community cohesion, matched sanctuary seekers to meaningful volunteering opportunities and supported more organisations work towards the Sanctuary Award – altogether creating a culture of welcome for those seeking safety in our city.

In common with the broader charitable sector the funding of our activities, especially in a cost-of-living crisis, is a challenge which we face. In the year in question we have kept our reserves at a level in line with our reserves policy, and we continue to monitor cashflow and associated activities.

Activities

Following the appointment of a Projects and Partnership Coordinator, we had much more capacity to make links to other organisations and to co-deliver projects and sessions that promote positive mental and physical health, encourage relationships with others and improve confidence and self-belief. Through our activities and events, sanctuary seekers are able to meet other people in similar situations, and also meet the local community. By hosting many of these sessions in civic spaces across the city, we open up a range of places that people can access and engage with.

During this year we held 154 activities in the community and 38 in the asylum contingency hotel; totalling 192 (not including Afghan hotel work).

We had 1972 attendances, which breaks down as

Men	315 (in total)	51 Individuals
Women	1657 (in total)	151 Individuals

Sanctuary Seekers told us that as a result of accessing our services:

- they felt more welcome in Manchester (77.4% strongly agree, 22.6% agree)
- their wellbeing had improved (56.5% strongly agree, 43.5% agree)
- 75% strongly agreed that they felt more confident to take on more opportunities and attend more events because of their involvement with MCoS
- they had made more connections with the local community (61.4% strongly agree, 35.5% agree)

When asked if MCoS had had a positive impact on their lives, 100% of those asked said YES!

This year we have continued to deliver activities in both the asylum and Afghan hotels, focusing on women's wellbeing and children. We have organised facilitators for regular weekly activities, as well as special celebrations for Eid and Christmas. This work has seen fantastic collaboration between organisations and across sectors and has relied on our brilliant volunteers.

MHFA/Thrive Manchester

Ensuring that we are working in a trauma informed way is extremely important to us. Knowing that our activities are delivered in ways which create the safest spaces for sanctuary seekers to be in, avoiding retraumatising people and giving them the best possible opportunity to engage and connect, is vital. As a result we have spent some time this year working with Thrive Manchester to embed more trauma informed practices in our work. To this end, we delivered training to volunteers and partners working in the sector and used some training funds to support 24 people to complete the Mental Health First Aid course. This consisted of library staff, staff from refugee organisations, volunteers and members of the Experts by Experience Group. By doing this, we know that the people we work with will encounter folks who have been trained to support people who may experience mental health challenges. In addition to this work, our Strategic and Partnership Lead contributed to the Manchester Metropolitan University Languages in the Community short course, writing and delivering sessions that covered working with people who had experienced trauma and Adverse Childhood Experiences.

Volunteers

Our volunteers remain a key part of our team and allow us to engage with and improve the lives of more people than we could without them. Whether they are making endless cups of tea and coffee, listening as people share their stories, dancing, playing football or sewing, we rely on their generosity of spirit and their dedication and commitment to our work. Thank you to them!

Many of the volunteers have learned new skills or happily share their existing skills and knowledge and run our social media and campaigns, fundraise for us and manage our referral programme. Volunteering with us is varied and busy, but well supported and connects to a range of fabulous people who make a huge difference.

"I started volunteering for Manchester City of Sanctuary 2 months ago, I have been involved in a range of activities with Sanctuary seekers - socials, exercise classes, craft sessions as well as taking part in a fundraising event.

The volunteer team is amazing, so supportive, and I felt well-prepared for my role with the MCoS training package and induction.

Being part of a team of friendly faces giving a warm welcome to Sanctuary Seekers arriving in our City has been a really positive experience for me - the opportunity to connect over shared interests and activities in a welcoming space, to have everyday conversations and

enjoy each other's company, seem like small but significant acts of normality in the upheaval, hardship and trauma that many Sanctuary seekers are dealing with. I would like to feel that we are helping to make good Manchester memories for the new lives they are building here.

I have just volunteered at one of the hotel Christmas Parties, my hair is full of glue and I'm exhausted but I would definitely do it again - it was brilliant to be there to share the fun together with the children and their families at such a busy and joyful gathering."

Volunteer Placement Programme

A real highlight of this year was the pilot and subsequent volunteer placement programme that we set up.

In response to the challenges faced by both sanctuary seekers and VCSE organisations, Manchester City of Sanctuary received funding from The National Lottery Awards for All to launch the Volunteer Placement Project. The project began in June 2022 with the following aims:

1. To create an effective pathway for sustainable, long-term volunteer placements in Greater Manchester.
2. To locate volunteer opportunities in each Greater Manchester borough.
3. To provide opportunities for connection in the local community that are mutually beneficial for volunteers, host organisations and the wider public.

In turn, the project aimed to increase community cohesion, compassion and awareness for sanctuary seekers and ultimately contribute to a warmer and more welcoming society. On an individual level, we hoped that sanctuary seekers would feel less isolated, more confident and develop their skills and experiences in a professional but supportive environment.

Feedback from the volunteers has been overwhelmingly positive; **all volunteers said they were enjoying volunteering** and would like to continue in the future. In terms of the support provided by the organisation in which they volunteered (travel expenses, communication, guidance) and Manchester City of Sanctuary, **all the respondents agreed that they felt supported** and knew where to go for help.



Has volunteering had an impact on the rest of your life?



Manchester City of Sanctuary's Volunteer Placement Project was beneficial to both the volunteers and host organisations involved. While the number of sanctuary seekers we successfully matched with long-term voluntary roles was lower than initially proposed, it became clear early on that there was a need for a tailored process that considered the needs and preferences of each individual. This meant the placements had a greater impact on the volunteers and, as indicated by the feedback, was a largely positive experience which has been beneficial in other aspects of their lives. Consequently, all volunteers are keen to continue in their current roles or explore opportunities beyond them (for example, one volunteer is planning to attend college). This demonstrates how the initial support provided by Manchester City of Sanctuary results in sustainable volunteering that can continue when this support ends. The confidence that sanctuary seekers gain during volunteering can demonstrably provide a stepping stone to education, voluntary roles and perhaps in the future, employment.

An important legacy of the project is the growing network of organisations across Greater Manchester connected to Manchester City of Sanctuary. This has not only raised awareness of our important work, but has opened avenues to explore in future for volunteer placements and other activities. We have also found that some organisations who we matched volunteers with at the start of the project now feel comfortable repeating our placement process without the guidance of Manchester City of Sanctuary. This means that once we have discussed needs and preferences with an interested volunteer, we can connect them to existing partner organisations directly. This again points to the sustainability of the project and how it can continue to grow once our support reduces, allowing us to provide opportunities to more sanctuary seekers in Greater Manchester.

Spirit of Manchester Awards.

Back in October 2022 we were invited to the Spirit of Manchester Awards ceremony as we had been shortlisted in the Community Cohesion category. Our team attended the event and it was a lovely evening sharing such positive examples of all the hard work that takes place in the VCSE sector. We were surrounded by inspiring organisations, all doing incredible things to make the world better for those struggling in different ways.

It was a great honour to be shortlisted and we were thrilled to win. This is the third year we have been shortlisted so it meant a lot to finally win. Being voted for by our peers was hugely important and being recognised for the work we do felt particularly meaningful.

A huge thank you to MACC for organising the awards, for everyone who voted for us, our volunteers, supporters and funders.

Sanctuary Awards

During this time, we have seen interest in the Sanctuary Awards increase. This is hugely exciting as it shows a real engagement from public bodies around living their values in action and actively demonstrating their commitment to creating a culture of welcome for those seeking sanctuary. We were very happy to award Chorlton High School, the first high school to receive this award in Manchester. Equally thrilling was Salford Council, being awarded the Local Authority of Sanctuary in March 2023. This was after a lot of hard work pulling together evidence from a range of different departments and collating feedback from surveys and focus groups held with refugees and people seeking asylum in their local area.

Training

We continue to deliver high quality training that encourages people to critically examine the existing narrative around people in the immigration system and provides opportunities to explore negative stereotypes and break them down. This training has been delivered to the library service, galleries and local council staff within GM and Cheshire.

A final word from those we work with:

Being away from the country and family is difficult and uncomfortable for everyone.

I am one of the lucky people who met Liz and her very good team after I arrived in Manchester.

They helped me very well to know the city of Manchester and its beauties and to be an informed citizen.

And by participating in weekly netball classes, I will be happy and have a healthy body.

In addition to being a very capable manager, Liz is also a very good friend to everyone, even to me, who is new, and introduced me to a volunteer job, which was the best thing in my life.

I feel good now, I feel useful, I am happy that I joined my new family

Also, my husband also uses the weekly club and he really enjoys the fact that he is not staying in a hotel.

I hope Liz's management and programs will continue□□

A - Iran

Our Partners

As always, a huge thanks goes to our partners, without whom we wouldn't be able to do as much, reach as many people, or have the impact that we do.

GM Step Change Consortium

Oxfam

Caritas Shrewsbury

Manchester Libraries

People's History Museum

RSMP

The Whitworth

Manchester Metropolitan University

Manchester FA

The University of Manchester

Ascension Church

Cross Street Chapel

Afrocats

Foundation 92

Community Arts by ZK

Thrive Manchester

Music Action International

GM Moving

GLL Better Leisure Centres

Ibuken Jesusanmi

MACC

Host Nation

Our Funders

National Lottery Awards for All

We Love Manchester

Manchester City Council

Magic Little Grants

Refugee Action

Caritas Shrewsbury

MACC - Volunteer Expenses Fund

MACC - Spirit of Manchester Fund

Sport England Together Fund/Tackling Inequalities Fund

Asda Community Champions

MMU

Thank you to our students from HCRI who supported us with the Impact Assessment Monitoring

Thank you to Trish and Colin who record and collate the attendance to our sessions.

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2023

CHARITY REFERENCE NUMBER:1168839

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Incoming Resources				
Charitable Sources		18,875	18,875	17,815
Grants	37,733	4,053	41,786	61,551
Total Incoming Resources	37,733	22,928	60,661	79,366
Resources Expended				
Charitable Activities	22,201	1,083	23,284	21,063
Venue and Event organising			0	480
Legal and Professional Fess		300	300	240
Wages	25,025	22,541	47,566	30,822
Traveling & Subsistence		723	723	166
Other Admin Costs	2,154	3,675	5,829	2,776
Total Resources Expended	49,380	28,322	77,702	55,547
Net Incoming/(Outgoing) Resources	(11,647)	(5,394)	(17,041)	23,819
Total Funds Brought Forward	22,310	21,509	43,819	20,000
Total Funds Carried Forward	10,663	16,115	26,778	43,819

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared. All of the above amounts relate to continuing activities.

BALANCE SHEET AS AT 31 MARCH 2023

	Restricted Funds 2023 £	Unrestricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Assets				
Debtors	1,000		1,000	0
Cash at bank and in hand	9,663	16,648	26,311	46,562
Total Assets	10,663	16,648	27,311	46,562
Liabilities				
Creditors due within one year	0	(533)	(533)	(2,743)
Total Liabilities	0	(533)	(533)	(2,743)
Net Assets	10,663	16,115	26,778	43,819
Funds				
Unrestricted Funds		16,115	16,115	21,509
Restricted Funds	10,663		10,663	22,310
Total Funds	10,663	16,115	26,778	43,819

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Fixed assets

There are no fixed assets currently. Any future fixed assets will initially be recorded at cost.

Depreciation

Depreciation will be calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	25% WDV
Building work	25% WDV
Motor Vehicles	30% WDV

2. INCOME

	2023	2022
	£	£
Donations		
Donations & Gift Aid Repayment	18,875	17,815
Grants	41,786	61,551

Manchester City of Sanctuary
Independent Examiner's Report to the Trustees of
Manchester City of Sanctuary
Year ended 31 March 2023

I report on the financial statements for the year ended 31 March 2023, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed as the charities turnover exceeded £25,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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

Manchester City of Sanctuary
Independent Examiner's Report to the Trustees of
Manchester City of Sanctuary
Charity Reference Number: 1168839

Year ended 31 March 2023

Independent examiner's statement

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

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

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

Have not been met, or

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

MARK GREEVE CHARTERED ACCOUNTANT
10 Keswick Drive
Frodsham
Cheshire
WA6 7LU

14 January 2024

MANCHESTER CITY OF SANCTUARY

England & Wales - Charity number 1168839

Accounts

Manchester City of Sanctuary

Annual Report

April 2021 – March 2022

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Trustees Report

Statement of Financial Activities (incorporating the
income and expenditure account)

Balance sheet

Notes to the financial statements

Independent Examination

REFERENCE AND ADMINISTRATIVE DETAILS

Registered name Manchester City of Sanctuary

Trustees

Paul Hamnett
Mark Kingston
Johnathan Gilmore
Kat Pursall
Mike Waldron (Appointed July 2022)
Tandrima Mazumdar (Appointed November 2022)

Resignations

Aleksandra Barton (Resigned September 2021)
Jenni Pocsai (Resigned October 2021)
Tony Openshaw (Resigned September 2022)
Abby Ledger-Lomas (Resigned October 2021)

Staff

Liz Hibberd
Tess Hartland
Janet Anderson

Principal Office

Registered Address:
% Levenshulme Inspire,
747 Stockport Road,
Levenshulme,
Manchester
M19 3AR

Independent Examiner

Mark Greeve

Bankers

The Co-Operative Bank PLC
P O Box 250
Skelmersdale, WN8 6WT

Annual Report: Manchester City of Sanctuary Charity 1168839

Overview

This year saw Manchester City of Sanctuary continue to deliver a range of excellent services that bring those seeking sanctuary together, to experience connection and a heart felt welcome, as well as extending those services and building more positive and effective partnerships within the VCSE sector. As we began to come out of lockdown and looked to create new ways of working together safely, we could see more clearly, the huge impact that Covid 19 had inflicted on our community. We knew, from previous studies with our group, that the lockdown had severe implications for asylum seekers and refugees, and we were keen to mitigate those as much as possible, with the services and support we offered.

During this year we belatedly celebrated our 10th birthday, were part of the crowd to welcome Little Amal to Manchester, led on emergency response and wellbeing provision for resettled Afghans and set up the inaugural network for Streams of Sanctuary in GM. We're also thrilled to share that we gained Living Wage accreditation too.

Our Activities

Our core activities, ran in collaboration with a range of fantastic facilitators and volunteers, brought together 1698 people: 226 men and 1446 women. Broken down to individual attendees this is 12 men and 53 women. Over the year we delivered 171 number of sessions ranging from Ladies Coffee Mornings, yoga, wellbeing walks, dance and arts and crafts.

Sanctuary Seekers told us:

- 100% of respondents said that MCoS has had a positive impact on their life.
- 72% said that they strongly agreed that accessing MCoS events had made them feel more welcome in Manchester
- 58% said they strongly felt and 36% said they agreed that accessing our activities had led them to feel more confident.

We led on the Afghan response via the GM Step Change consortium, specifically planning and delivering a range of support and provision for children and women accommodated in hotels. This started in November 2021 and is continuing. During the time of this report, we delivered weekly sessions that saw on average 15-20 women enjoy dancing and yoga sessions, and around 20 children engage in the arts and craft activities we co-delivered with Manchester Libraries (work which saw us as finalists in the Manchester Culture Awards in the category 'Promoting Equality and Social Justice'.) Working with a range of organisations and partners saw a joined up and collaborative response to a challenging situation, and the relationships that were established remain strong and have become embedded across the sector in a much more meaningful way ensuring that this work continues and is meaningful and has impact.

Sanctuary Awards

We were thrilled to continue to support an amazing range of work that took place across the city-region in terms of the Sanctuary Awards. We worked closely with the libraries to train staff and guide them through the application process. Libraries in Manchester and Oldham have now all been awarded as they consistently demonstrated how they have made their provision accessible and welcoming to those new to the area, and those seeking sanctuary. We were very impressed with the staff and team involved in this work and know that they will go from strength to strength.

With our regional coordinator, we have set up the inaugural and first national Streams of Sanctuary Network, to promote collaboration and the sharing of best practice. This has seen around 14 different organisations meet quarterly to engage in discussions and build a support network for the city-region for those working towards the Sanctuary Award. In our first couple of meetings, we have had representatives from schools, universities, museums, sports clubs and libraries.

GM Step Change

This was the year that the Step Change Consortium came into fruition and saw 10 organisations gain funding to deliver an ambitious and city-region wide response and offer to refugees and asylum seekers. Through this consortium, MCoS has been able to secure longer term funding and be part of important and vital core work that is taking place. We are leading on the wellbeing work stream and are part of the safeguarding and leadership working groups. Through this, we are able to make a positive impact on how staff and volunteers are supported and how their wellbeing is promoted, as well as ensuring safeguarding is embedded effectively throughout the sector and that there are ways for leaders to develop and enhance their knowledge and skills. Other key focus areas are around the sustainability of this work, as well as making changes across the board to ensure those seeking sanctuary receive the same access irrespective of which borough they are dispersed to.

Our Beneficiaries

We have continued to work with our core group of sanctuary seekers, offering them opportunities to connect, make friends and build support networks, have fun and develop positive mental health and wellbeing. We have also worked with a large number of refugees and asylum seekers residing in hotels, with all the additional challenges that entails. During our impact assessment week, we were thrilled to hear such positive feedback from those we work with, as well as learning how we can continue to offer valuable and engaging activities and what we can do to improve.

They actively help and treat everyone with kindness and respect. I would like to give special thanks to Ms. Liz and Janet and all those who treat us kindly. F, Iran

Been in UK for 20 being an asylum seeker had no excess to public funds, I always found Manchester City of Sanctuary as a place of comfort away from the hostile environment. The staff, Liz especially, nothing has been too much to ask of them, they've been very patient with us, always serve us with a smile on their face. Recently I have been inducted at the gym, which has been amazing in lifting my spirits as I get my fitness up, I have asked for support letters on numerous occasions and my requests

have never been refused. Liz has always been looking forward to help and recently we had new staff supporting us who are so full of love and determination to support us with smiles on the faces, it's been an inspirational year. A, Zimbabwe

Me and my 4 children really enjoy every activity MCoS organised! They always do something amazing! A, Iraq

Oxfam volunteering

One key success of this year has been the partnership we have developed with Oxfam. We have been able to create a volunteering opportunity for the people we work with that has seen two people start a placement there. This initial placement has allowed Fidaa and Qadir to develop a huge range of skills and has given them a routine that has enabled them to develop their English and confidence skills, so much so, that one of them now is a supervisor and supports and trains other volunteers. This is an example of how important our partnership and relationship building skills are – we plan to offer more placements like this and to encourage more people to apply to them.

Our Volunteers

We continue to be supported by a fantastic group of volunteers, from a wide range of ages and a range of nationalities and backgrounds. They support us to deliver activities, keep on top of admin, apply for funding pots, but most importantly of all, provide a welcome to those we work with. By being a friendly face at our sessions, sanctuary seekers feel supported and gain so much from their consistency.

Training

We continue to deliver awareness raising training to organisations across the sector and beyond. We regularly deliver sessions to the Libraries, to schools, GPs and others; helping them support their staff and teams become more aware and to remove key barriers to sanctuary seekers accessing services. We co-produced and delivered an international library conference as well as spoke at several events at Manchester Met University.

Our Trustees

Our trustee board continue to work hard to support the charities direction and uphold our vision and mission. They have committed to anti-racism work and have successfully ensured that we received the living wage award.

Our Partners

We have been very lucky to partner with such a range of incredible organisations who have added such depth and meaning to our work. Through these partnerships we have been able to offer more and ensure that the people we work with have more opportunities to connect, engage, have fun and feel part of the wider community.

Caritas Shrewsbury	Afrocats
Refugee Aid Chorlton	Community Arts Northwest
People's History Museum/Fabric of Protest	Manchester International Festival
MMU/RISE	GM Step Change
Whitworth Art Gallery	Ascension Church
Ibukun Baldwin	Cross Street Chapel
Oxfam	Jenny Roche
Fiona Ledgard	Janet Anderson
Refugees and Mentors	Ouch Mental Health First Aid Training
FRODAS	
Manchester Libraries	
OddArts	
Music Action International	
Olympias Music Foundation	

Our Funders

Greater Manchester Mental Health NHS Foundation Trust	Magic Little Grants
Tackling Inequalities Fund – Greater Manchester Sport Partnership	
We Love Manchester	
Ardonagh	
Manchester City Council	
National Lottery Community Fund	
National Lottery Awards for All	

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 MARCH 2022

	Restricted Funds 2022 £	Unrestricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Incoming Resources				
Charitable Sources		17,815	17,815	20,034
Grants	57,484	4,067	61,551	44,100
Total Incoming Resources	57,484	21,882	79,366	64,134
Resources Expended				
Charitable Activities	18,621	2,442	21,063	39,510
Venue and Event organising		480	480	0
Legal and Professional Fess	181	59	240	240
Wages	20,721	10,101	30,822	23,230
Traveling & Subsistence		166	166	0
Other Admin Costs	1,897	879	2,776	3,419
Total Resources Expended	41,420	14,127	55,547	66,399
Net Incoming/(Outgoing) Resources	16,064	7,755	23,819	(2,265)
Total Funds Brought Forward	6,246	13,754	20,000	22,265
Total Funds Carried Forward	22,310	21,509	43,819	20,000

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared. All of the above amounts relate to continuing activities.

BALANCE SHEET AS AT 31 MARCH 2022

	Restricted Funds 2021 £	Unrestricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Assets				
Debtors			0	0
Cash at bank and in hand	22,310	24,252	46,562	21,350
Total Assets	22,310	24,252	46,562	21,350
Liabilities				
Creditors due within one year	0	(2,743)	(2,743)	(1,350)
Total Liabilities	0	(2,743)	(2,743)	(1,350)
Net Assets	22,310	21,509	43,819	20,000
Funds				
Unrestricted Funds		21,509	21,509	13,754
Restricted Funds	22,310		22,310	6,246
Total Funds	22,310	21,509	43,819	20,000

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Fixed assets

There are no fixed assets currently. Any future fixed assets will initially be recorded at cost.

Depreciation

Depreciation will be calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	25% WDV
Building work	25% WDV
Motor Vehicles	30% WDV

2. INCOME

	2022	2021
	£	£
Donations		
Donations & Gift Aid Repayment	17,815	20,034
Grants	61,551	44,100

Manchester City of Sanctuary
Independent Examiner's Report to the Trustees of
Manchester City of Sanctuary
Year ended 31 March 2022

I report on the financial statements for the year ended 31 March 2022, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed as the charities turnover exceeded £25,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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

Manchester City of Sanctuary

Independent Examiner's Report to the Trustees of

Manchester City of Sanctuary

Year ended 31 March 2022

Independent examiner's statement

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

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

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

Have not been met, or

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

MARK GREEVE CHARTERED ACCOUNTANT
10 Keswick Drive
Frodsham
Cheshire
WA6 7LU

26 November 2022

MANCHESTER CITY OF SANCTUARY

England & Wales - Charity number 1168839

Accounts

Manchester City of Sanctuary

Annual Report and Accounts

1 April 2020 – 31 March
2021

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REFERENCE AND ADMINISTRATIVE DETAILS

Registered name Manchester City of Sanctuary

Trustees

Abby Ledger-Lomas (Appointed 27/7/20)
Anthony Openshaw (Appointed 30/5/19)
Jonathan Gilmore (Appointed 6/4/21)
Katya Pursall (Appointed 31/3/21)
Mark Andrew Kingston (Appointed 15/2/21)
Paul Thomas Hamnett (Appointed 22/9/20)

Resignations

Aleksandra Bardon (Resigned 1/10/21)
Ajmal Gharib (Resigned 22/6/2020)
Anna Catalina (Resigned 19/11/20)
Dermot Garvey (Resigned 11/1/21)
Eve Holt (Resigned 15/3/21)
Jennifer Christine Pocsai (Resigned 26/10/21)
Jessica Ruth Hambley (Resigned 15/2/21)
Lucinda Bolton (Resigned 10/5/21))

Staff

Liz Hibberd
Rahul Chahal

Principal Office

Registered Address:
% Levenshulme Inspire,
747 Stockport Road,
Levenshulme,
Manchester

Charity Reference Number: 1168839

M19 3AR

Independent Examiner
Accountant

Mark Greeve Chartered

10 Keswick Drive
Frodsham
Cheshire
WA6 7LU

Bankers

The Co-Operative Bank PLC
P O Box 250
Skelmersdale, WN8 6WT

Annual Report: Manchester City of Sanctuary Charity 1168839

Covid-19 and the lockdowns that were a large part of the year April 2020 - March 2021 were extremely challenging for many of us. Manchester and much of Greater Manchester was in the highest level of restrictions for a large part of that time, meaning that for most of us living here, we were only able to leave the house once a day for government mandated exercise or to perform essential tasks. For Sanctuary Seekers, being confined to their Home Office accommodation was akin, for some, to being detained.

Against these uncertain, unstable and difficult circumstances, MCoS was able to pivot its offer, respond to the very real need for connection, and engage its volunteers and supporters to step up, support and provide a vital service for the vulnerable people we work with.

Our activities

The silver lining of the pandemic meant that through zoom, we were able to significantly increase the provision we offered. Our online timetable of activities grew, and at its biggest, was offering seven sessions a week! Our staple offer was a weekly Ladies Coffee Morning and Social Session – often engaging with 15 people at a time, with over 20 being the highest figure. But we also delivered a cooking course, a creative writing course, self-defence, music, yoga and much more!

'Wow - it was amazing. Thank you for these classes. You really save me from depression and loneliness. God bless you, I'm really thankful. You are wonderful people.' Participant

Through our funding we were able to provide smart phones to over 40 people and laptops to approx. 20 people so that they could access our sessions. We provided data top-ups and payment towards Wi-Fi costs. This removed as many barriers as possible so that people could log in, see a friendly face or meet new people and feel the connection that a chat for an hour or so brings. For the most part the discussions were around two key themes – food and football! But of course, people discussed their feelings, sharing positive stories but also the challenging times too. The sessions were hosted by our volunteers as well as facilitators who were able to teach new skills and deliver fun activities. While the facilitators did change at times, our wonderful volunteers were the lynch pins that kept everyone together and ensured a cohesive and consistent delivery – for the first year, we didn't miss any coffee mornings or socials – the

Charity Reference Number: 1168839

volunteers hosting on Christmas Eve and New Year's Eve plus many Bank Holidays too.

We were able to offer a face-to-face wellbeing course at two different points throughout the year. Working with an experienced facilitator, she provided opportunities for people to share their feelings and to develop a toolkit to help them manage their mental health and find ways of navigating their experiences. The participants of this course found it incredibly helpful and we're very grateful to the Greater Manchester Mental Health Fund for enabling us to develop and deliver this course, online as well as face to face.

'I felt like a plant that had been watered!' Participant

Signposting and referring

A less tangible but vitally important service we offered was signposting and referring. A core group of volunteers worked together to collate need and refer to local food banks and mutual aid groups to ensure that no one was hungry or struggling to access food for themselves and their family. From April to June, we made 42 referrals to a range of foodbanks across the different boroughs, many being repeat referrals, highlighting the severe circumstances people were in. We provided kettles and hotplates to those trying to self-isolate in initial accommodation and connected countless people to local support groups.

Christmas

Our Christmas appeal was a great success, and this enabled us to provide financial gifts and presents to the people we work with. We asked our advisory group as to what the most useful and wanted gift would be and they told us money would be best. We took their advice and were able to deliver this, as well as knitted hats and scarves to 60 people across the city and beyond. We were blown away by the generosity of our supporters and we received so much heart-felt thanks and gratitude from the Sanctuary Seekers.

Our Beneficiaries

We engaged with so many refugees and asylum seekers over this period. Many were people we had known for a long time; many were new to us and found their way to us through professional referrals but also through word of mouth. Everyone was welcomed and we tried to connect on an individual level. This was made difficult due to lack of capacity but this is again where our volunteers stepped in to befriend and welcome those new to us.

We also know that we did lose a few people during this time. People who couldn't or chose not to connect with us via online methods. We reached

out multiple times but recognised our limitations. We hoped that with a loosening of restrictions and a relaunching of face-to-face activities they will find their way back to us again.

Our Volunteers

Although this has already been mentioned, it needs mentioning again; we could not do what we do without our volunteers. Our group of volunteers is intergenerational – something we’re really proud of, it’s international and it’s powerful! This group of people has ensured that Sanctuary Seekers have received food, clothing, cooking utensils and more. They have facilitated a range of activities, including a cooking course; they’ve knitted countless hats, they’ve helped with people’s maths and biology exam prep, but most of all, they’ve been there. They’ve listened even when it was hard to do so, they’ve stepped in and danced the macarena and time and time again they’ve given so much of themselves! It’s so, so, so appreciated and it makes the biggest impact on people.

Partnerships

We have been very lucky to partner with such a range of incredible organisations who have added such depth and meaning to our work. Thank you for your collaboration and for the positive way you have engaged in really challenging circumstances.

Manchester Libraries
Journeys Festival International
Laurence Payot
OddArts
Laura Pickerill
Amy Merone
Rainbow Haven
Tayyaba - Oxford Kickboxing
Club

Olympias Music Foundation

Infinity Initiatives
Fiona Ledgard
Stand and be Counted
The Gaskell Project
Heart and Parcel
Afrocats
Step Change Consortium

Funding

Thanks to these donors we have been able to continue to do our work

The National Lottery
Community Support Fund
Migration Exchange
Forever Manchester
Pennington Charitable Fund

Charity Reference Number: 1168839

Magic Little Grants
Groundworks - Comic Relief
Greater Manchester Mental Health Fund
Spark and Co.
Albert Trust
Ardonagh

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND
EXPENDITURE ACCOUNT)**

**YEAR ENDED 31 MARCH
2021**

Charity Reference Number: 1168839

	Restrict ed Fund s	Unrestrict ed Fund s	Tota l Fund s	Tota l Fund s
Incoming Resources	202 1	202 1	202 1	202 0
	£	£	£	£
Charitable Sources		20,034	20,034	29,240
Grants	44,100		44,100	13,150
Other		0	0	2,621
Total Incoming Resources	44,100	20,034	64,134	45,011
Resources Expended				
Charitable Activities	35,142	7,977	39,510	8,152
Venue and Event organising			0	615
Legal and Professional Fess		240	240	1,598
Fund Raising			0	0
Wages	12,944	10,287	23,231	21,535
Traveling & Subsistence			0	2,364
Other Admin Costs	2,743	676	3,419	5,711
Total Resources Expended	50,829	15,570	66,399	39,974
Net (Outgoing)/Incoming Resources	(6,730)	4,464	(2,265)	5,036
Total Funds Brought Forward	12,976	9,289	22,265	17,229
Total Funds Carried Forward	6,246	13,754	20,000	22,265

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared. All of the above amounts relate to continuing activities.

BALANCE SHEET AS AT 31 MARCH 2021

	Restrict ed Funds	Unrestrict ed Funds	Total Funds	Tota l Fund s
	2021	2021	2021	2020
	£	£	£	£
Assets				
Debtors			0	0
Cash at bank and in hand	6,246	15,104	21,350	27,513
Total Assets	6,246	15,104	21,350	27,513
Liabilities				
Creditors due within one year	0	(1,350)	(1,350)	(5,248)
Total Liabilities	0	(1,350)	(1,350)	(5,248)
Net Assets	6,246	13,754	20,000	22,265
Funds				
Unrestricted Funds		13,754	13,754	9,289
Restricted Funds	6,246		6,246	12,976
Total Funds	6,246	13,754	20,000	22,265

Charity Reference Number: 1168839

NOTES TO THE ACCOUNTS

1. ACCOUNTING

POLICIES Basis of

accounting

The financial statements have been prepared in accordance with Accounting and Reporting

by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Fixed assets

There are no fixed assets currently. Any future fixed assets will initially be recorded at cost.

Depreciation

Depreciation will be calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment	25% WDV
Building work	25% WDV
Motor Vehicles	30% WDV

2. INCOME

Charity Reference Number: 1168839

	2021	2020
	£	£
Donations		
Donations & Gift Aid Repayment	20,034	31,861
Grants	44,100	13,150

Charity Reference Number: 1168839

Manchester City of Sanctuary
Independent Examiner's Report to the Trustees of
Manchester City of Sanctuary
Year ended 31 March 2021

I report on the financial statements for the year ended 31 March 2021, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, statement of cash flows and the related notes.

Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed as the charities turnover exceeded £25,000.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

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

Charity Reference Number: 1168839

Manchester City of Sanctuary

Independent Examiner's Report to the Trustees of

Manchester City of Sanctuary

Year ended 31 March 2021

Independent examiner's statement

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

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

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

Have not been met, or

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

MARK GREEVE CHARTERED ACCOUNTANT
10 Keswick Drive
Frodsham
Cheshire
WA6 7LU

8th January 2021

Charity Reference Number: 1168839