

COMMUNITY INTEGRATION AND ADVOCACY CENTRE

England & Wales · Charity number 1170984

Details

Status Registered

Legal form CIO

Registered 2017-01-04

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

Contact

Address Regent House
185 Ferensway
Hull
HU1 3UA

Phone 07506628038

Email CIACHumber@gmail.com

Website <https://www.ciacadvice.com/>

Activities

Objects: TO ADVANCE EDUCATION AND RELIEVE FINANCIAL HARDSHIP AMONGST EMERGING COMMUNITIES IN THE HUMBER REGION THROUGH THE PROVISION OF LEGAL AND OTHER ADVICE AND BY ANY OTHER MEANS AS THE TRUSTEES MAY DETERMINE. EMERGING COMMUNITIES ARE DEFINED AS REFUGEES, ASYLUM SEEKERS, EU MIGRANTS AND OTHER MIGRANTS.

Activities: The objects of CIAC to advance education and relieve financial hardship amongst Emerging Communities in the Humber Region through the provision of legal and other advice and by any other means as the trustees may determine. Emerging communities are defined as refugees, asylum seekers, EEA migrants and other migrants.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Other Defined Groups

Geography

- East Riding Of Yorkshire
- Kingston Upon Hull City
- North East Lincolnshire
- North Lincolnshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-01	£184,906	£173,920	-	-
2024-01-01	£127,379	£94,742	-	-
2023-01-01	£83,106	£60,698	-	-
2022-01-01	£16,521	£23,182	-	-
2021-01-01	£21,301	£32,778	-	-

Trustees

Name	Role	Appointed
Dr BENJAMIN LAURENCE BUTLER	Chair	2016-12-03
ANGELA MURDEN		2016-12-03
ANNA GRZYBOWSKA		2016-12-03
LAMA ORABI		2016-12-03
PROFESSOR PETER GLENN BURGESS		2020-09-12

COMMUNITY INTEGRATION AND ADVOCACY CENTRE

England & Wales - Charity number 1170984

Accounts



Smailes Goldie
CHARTERED ACCOUNTANTS



**Community Integration and Advocacy Centre
Trustees Annual Report and Unaudited Accounts
31st December 2024**



SD-0220451-1-6

Community Integration & Advocacy Centre

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Community Integration & Advocacy Centre

Message from the Chair for the year ended 31st December 2024

2024 has been a year of significant growth and challenge for CIAC, marked by both remarkable achievements and good will, but also by circumstances that have tested the resilience and dedication of our entire community.

Our most significant milestone this year was securing and establishing our new premises at Regent House in Hull City Centre. After an extensive search beginning in 2023, we finally found a location that meets our expanding needs - offering multiple advice spaces, confidential interview rooms, and full disabled access. The move to this Grade II listed building in July, followed by our opening event in October, represents a new chapter for CIAC and reflects our commitment to providing accessible, professional services to the people who engage with us.

The scale of our impact continues to grow substantially. During 2024, we provided initial advice to 1,456 people across 48 drop-in sessions - an 18% increase from the previous year and nearly a four-fold increase since 2021. This reflects both an increasing need for our services and our enhanced capacity to respond.

Our casework achievements are worthy of particular comment. We completed 196 pro bono applications - a 27% increase from 2023 - alongside 32 domestic violence applications. Most significantly, we dramatically expanded our appeals work, actively representing clients in 61 appeals compared to just 11 in 2023. Of the 21 appeals decided this year, we achieved positive outcomes in 13 cases, with the Home Office Presenting Officers conceding on four occasions - a testament to the quality of our representation.

Our income generation model continues to strengthen CIAC's sustainability. We submitted 178 fee-paying applications, generating £51,147.87 in unrestricted income - a 56% increase from 2023. This ethical approach to income generation enables us to expand our pro bono work while building financial resilience.

The year was not without its challenges. The riots of August 3rd and subsequent threats against immigration lawyers created genuine concerns for the safety and wellbeing of our clients, volunteers, and staff. During these difficult times, our team showed remarkable courage and solidarity, continuing to provide essential services when our communities needed them most.

Our unique position as the only charity offering regulated Level 3 immigration advice across the 148 miles between Peterborough and Middlesborough, and within a 50-mile radius to Leeds, underlines both our significance and the enormous responsibility we carry. This geographic reach, combined with our specialist capabilities in complex matters including appeals, bail applications, and deportation challenges, makes CIAC an irreplaceable resource for vulnerable communities.

None of this would be possible without our exceptional team. Our dedicated staff, led by Chief Executive Officer Jayne Mercer, have navigated expansion, relocation, and external pressures with unwavering professionalism. Our volunteer team of eight people, representing five nationalities and speaking five languages, continues to be the heart of our service delivery. Their diverse backgrounds and languages enable us to serve communities that might otherwise lack access to justice.

I must also acknowledge our funders - Justice Together Initiative, Disrupt Foundation, Matrix Causes Fund, Lloyds Foundation, North Bank Forum, Pathway, National Lottery, and Hull City Council - whose support has enabled this expansion and impact.

Looking ahead, we face the challenge of meeting ever-growing demand while maintaining the quality and accessibility that defines our service. Our new premises provide the foundation for continued growth, but sustained commitment and resources will be required to meet the complex challenges ahead.

As we move forward, I remain immensely proud of CIAC's unique contribution to supporting emerging communities in becoming committed and active citizens. The dedication of our trustees, staff, and volunteers ensures that we continue to provide hope and practical support to those who need it most.



Dr Ben Butler
Chair of the Board of Trustees

Community Integration & Advocacy Centre

Report of the Trustees

for the year ended 31st December 2024

The trustees present their report with the financial statements of the charity for the year ended 31st December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Community Integration and Advocacy Centre (CIAC) is registered with the Charity Commission for England and Wales as a Charitable Incorporated Organisation and is governed by a constitution dated 3rd December 2016. Charity Commission registration was obtained on the 4th January 2017. CIAC's charity registration number is 1170984. CIAC's registered address is 185 Ferensway, Hull HU1 3UA.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Mission statement: Supporting emerging communities to contribute fully to life in the UK as committed and active citizens.

CIAC's charitable objectives are:-

To advance education and relieve financial hardship amongst Emerging Communities in the Humber Region through the provision of legal and other advice and by any other means as the trustees may determine.

(Emerging communities are defined as refugees, asylum seekers, EEA migrants and other migrants)

The CIAC Trustees have had due regard to the Charity Commission guidance on the Public Benefit Requirement (Reg. 40(2)(c)(ii)).

Community Integration & Advocacy Centre

Report of the Trustees

for the year ended 31st December 2024

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

CIAC participates in the Hull Welcome Project in partnership with Open Doors and Hull City of Sanctuary. CIAC provides generalist and specialist immigration advice, Open Doors provides orientation activities and Hull City of Sanctuary offers cultural activities and coordinates Hull Refugee Week.

Our unique position in the region is underlined by the fact that we are the only charity offering regulated L3 advice in the 148 miles between Peterborough and Middlesbrough and also within a 50-mile westward line to Leeds.

During 2024, CIAC's work with emerging communities has been funded by Justice Together Initiative (in partnership with Manuel Bravo Project and Leeds Refugee Forum); Disrupt Foundation; Matrix Causes Fund; Lloyds Foundation, North Bank Forum; Pathway; National Lottery; Hull City Council Affordable Warmth. We would like to express our gratitude to these funders for supporting our work.

2024 has been an eventful year for CIAC. Back in 2023, we started the search for suitable premises as we had rapidly outgrown the previous office space (nick-named the 'broom cupboard'). This put a block on recruiting additional staff due to lack of space. Extensive time and effort went into the search for a suitable location for CIAC which took far longer than anticipated. Finding office, interview and activity space is a difficult combination. Eventually, in July 2024, we identified a suitable location, entered into negotiations and, following an opening event in October, started operations in November.

The new office is located in a prominent position in Hull City Centre with easy access for all from the bus and train station with disabled access. On the ground floor we have two large multi-use advice spaces plus a confidential interview room. On the first floor, we have two large rooms plus another confidential interview room with disabled access via a lift. Regent House has a long history in Hull and the building is also Grade II listed.

The riots on the 3rd of August 2024 along with the threats against immigration lawyers brought about much concern about the safety and well-being of clients, volunteers along with the staff teams.

During 2024, at the Open Doors drop in, CIAC provided initial advice to 1456 people across 48 drop-in sessions plus remote and face to face appointments. This compares with a total of 1230 in 2023, 1049 in 2022, and 384 clients in 2021.

Community Integration & Advocacy Centre

Report of the Trustees

for the year ended 31st December 2024

Issues dealt with included advice on the asylum process, victims of slavery and trafficking, access to asylum support, accommodation issues, access to welfare benefits, family reunion, access to Legal Aid funded lawyers, signposting and access to health services as well as initial advice on other applications. Access to Legal Aid is very difficult with more than half of initial asylum claims lacking representation. CIAC has limited resources so are concentrating more on appeal representation than initial asylum claims. The original intention for CIAC to concentrate on cases which do not meet the Legal Aid merits threshold has been superseded by issues over obtaining representation so now the focus is on expending our very limited resources on appeals with some prospect of a positive outcome.

CIAC completed 196 pro bono (free) applications, compared to 154 in 2023, 91 in 2022 and 48 in 2021. Pro bono immigration applications ranged from further asylum submissions, human rights applications, EUSS applications with additional vulnerabilities, family reunion in special circumstances, removal of British Citizenship. During 2024 we completed 32 domestic violence applications, compared to 21 in 2024, 29 in 2022 and 27 in 2021.

CIAC's actively engaged with representing on 61 appeals (44 pro bono and 17 fee paying) compared to 11 appeals in 2023. Decisions on 21 appeals were received, with 13 positive and 5 negative outcomes. Home Office has challenged four positive decisions by the First Tier Tribunal but has only been allowed to proceed with one currently outstanding. The Home Office Presenting Officers conceded on four appeals. We responded to 41 enquiries for appeal representation in 2024, compared to 25 in 2023. Appeals are resource intensive typically taking eight to sixteen hours to adequately prepare. Professional interpretation is required for witness statements as, if not conducted in English, a professional interpreter needs to sign to confirm read back in the appropriate language. Attendance in court hearings involve significant travel and time. Consequently, a barrister is usually instructed which involves payment, although we are very grateful for Lucy Coen and Susan Saunders (Broadway House Chambers) who have provided pro bono (free) representation on eight occasions.

CIAC's income generation model is based on low cost, ethical immigration advice to people with recourse to public funds and/or the right to work supplementing our pro bono (free) immigration advice to people without recourse to public funds and without the right to work as a long term, sustainable route out of destitution. CIAC's Income Generation project submitted 178 fee paying applications in 2024, compared with 105 in 2023, 121 in 2022 and 80 in 2021. Unrestricted income of £51,148 was generated in 2024 compared with £32,716 in 2023, £24,057 in 2022 and £15,470 in 2021.

CIAC's ability to provide advice and services is greatly enhanced by our volunteer team of eight people, representing five nationalities and speaking five languages. Volunteers include asylum seekers, migrants and British Citizens.

FINANCIAL REVIEW

Reserves policy

CIAC aims to allocate one month's operating costs per year to its reserves until six month's operating costs are held in reserve. The reserve fund will be capped at a maximum of £500,000. Reserves are defined, in line with Charity Commission guidance, as that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes.

Assets: seven laptops, one tablet, five mobile phones, one printer and a projector.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Trustees are recruited as the existing Board of Trustees identify skills gaps and decide on suitable people who will complement and enhance the skills and experience profile of the current Board.

Community Integration & Advocacy Centre

Report of the Trustees

for the year ended 31st December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

CIAC is managed by our Chief Executive Officer, Jayne Mercer. Jayne is responsible for the day to day management of the service.

CIAC would like to thank Diana Johnson MP for being our first patron.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1170984

Principal address

Regent House
185 Ferensway
Hull
HU1 3UA

Trustees

B Butler
P Burgess
A Murden
L Orabi
A Grzybowska

Independent Examiner

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2024

THANK YOU

The continuing success of CIAC would not be possible without help from the people and organisations named below:

Brid, Jane, Karen, Rosemary, Sana, Laszlo, Ayobami, Marita, Ingrida, Zara, Clement, Chinosa and Holly.
Open Doors
Prince's Avenue Methodist Church
Pippa Robson
Naomi Rosenberg
Manuel Bravo Project
Leeds Refugee Forum
OISC
British Red Cross
University of Hull
Hull's Help for Refugees
Hull City Council
Welcome to English
University of Hull
Justice Together Initiative
Disrupt Foundation
Matrix
Pathway
National Lottery
Adrian and Robert Roach
Steve and Ian Hodges
Ruth Lass
Hull CVS
Dame Diana Johnson MP and team
Emma Hardy MP and team
Karl Turner MP and team

30 Oct 2025

Approved by order of the board of trustees on and signed on its behalf by:



.....
Trustee

Independent Examiner's Report to the Trustees of Community Integration & Advocacy Centre

Independent examiner's report to the trustees of Community Integration & Advocacy Centre

I report to the charity trustees on my examination of the accounts of Community Integration & Advocacy Centre (the Trust) for the year ended 31st December 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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

Stephen T Bramall BSc., FCA

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
HU2 8BA

30 Oct 2025

Date:

Community Integration & Advocacy Centre

Statement of Financial Activities

for the year ended 31st December 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	57,749	73,809	131,558	95,065
Charitable activities					
Provision of legal counsel		51,676	-	51,676	32,664
Investment income	3	<u>1,672</u>	<u>-</u>	<u>1,672</u>	<u>652</u>
Total		<u>111,097</u>	<u>73,809</u>	<u>184,906</u>	<u>128,381</u>
EXPENDITURE ON					
Charitable activities					
Provision of legal counsel		<u>75,436</u>	<u>98,484</u>	<u>173,920</u>	<u>94,771</u>
NET INCOME/(EXPENDITURE)		35,661	(24,675)	10,986	33,610
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>7,674</u>	<u>51,006</u>	<u>58,680</u>	<u>25,070</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>43,335</u></u>	<u><u>26,331</u></u>	<u><u>69,666</u></u>	<u><u>58,680</u></u>

The notes form part of these financial statements

Community Integration & Advocacy Centre

Balance Sheet

31st December 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	7	3,028	-	3,028	1,699
CURRENT ASSETS					
Debtors	8	5,738	-	5,738	1,002
Cash at bank		<u>42,339</u>	<u>26,331</u>	<u>68,670</u>	<u>57,707</u>
		48,077	26,331	74,408	58,709
CREDITORS					
Amounts falling due within one year	9	(7,770)	-	(7,770)	(1,728)
NET CURRENT ASSETS					
		<u>40,307</u>	<u>26,331</u>	<u>66,638</u>	<u>56,981</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>43,335</u>	<u>26,331</u>	<u>69,666</u>	<u>58,680</u>
NET ASSETS					
		<u>43,335</u>	<u>26,331</u>	<u>69,666</u>	<u>58,680</u>
FUNDS					
Unrestricted funds	10			43,335	7,674
Restricted funds				<u>26,331</u>	<u>51,006</u>
TOTAL FUNDS					
				<u>69,666</u>	<u>58,680</u>

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

30 Oct 2025



.....
Trustee

The notes form part of these financial statements

Community Integration & Advocacy Centre

Notes to the Financial Statements

for the year ended 31st December 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Community Integration & Advocacy Centre

Notes to the Financial Statements - continued for the year ended 31st December 2024

2. DONATIONS AND LEGACIES

	2024 £	2023 £
Grants	<u>131,558</u>	<u>95,065</u>

Grants received, included in the above, are as follows:

	2024 £	2023 £
National Lottery	19,872	-
The Fore	14,656	-
Manuel Bravo Project - Justice Together Initiative	36,280	39,985
Matrix	3,000	3,000
Anon	15,000	-
Forum CIO	4,000	-
Pathway	6,250	10,000
Lloyds Bank	27,500	-
Disasters Emergency Committee	5,000	-
North Bank Forum	-	3,000
Disrupt	-	30,000
HCC Affordable Warmth	-	9,080
	<u>131,558</u>	<u>95,065</u>

3. INVESTMENT INCOME

	2024 £	2023 £
Interest	<u>1,672</u>	<u>652</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st December 2024 nor for the year ended 31st December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2024 nor for the year ended 31st December 2023.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Advisors	<u>4</u>	<u>-</u>

No employees received emoluments in excess of £60,000.

Community Integration & Advocacy Centre

Notes to the Financial Statements - continued for the year ended 31st December 2024

5. STAFF COSTS - continued

	2024 £	2023 £
Wages & salaries	72,198	-
Social Security costs	-	-
Other pension costs	<u>1,464</u>	<u>-</u>
	<u><u>73,662</u></u>	<u><u>-</u></u>

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	13,000	82,065	95,065
Charitable activities			
Provision of legal counsel	32,664	-	32,664
Investment income	<u>652</u>	<u>-</u>	<u>652</u>
Total	<u>46,316</u>	<u>82,065</u>	<u>128,381</u>
EXPENDITURE ON			
Charitable activities			
Provision of legal counsel	<u>37,432</u>	<u>57,339</u>	<u>94,771</u>
NET INCOME	8,884	24,726	33,610
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>(1,210)</u>	<u>26,280</u>	<u>25,070</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>7,674</u></u>	<u><u>51,006</u></u>	<u><u>58,680</u></u>

Community Integration & Advocacy Centre

Notes to the Financial Statements - continued for the year ended 31st December 2024

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1st January 2024	-	2,266	2,266
Additions	<u>1,568</u>	<u>378</u>	<u>1,946</u>
At 31st December 2024	<u>1,568</u>	<u>2,644</u>	<u>4,212</u>
DEPRECIATION			
At 1st January 2024	-	567	567
Charge for year	<u>43</u>	<u>574</u>	<u>617</u>
At 31st December 2024	<u>43</u>	<u>1,141</u>	<u>1,184</u>
NET BOOK VALUE			
At 31st December 2024	<u>1,525</u>	<u>1,503</u>	<u>3,028</u>
At 31st December 2023	<u>-</u>	<u>1,699</u>	<u>1,699</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	278	1,002
Prepayments	<u>5,460</u>	<u>-</u>
	<u>5,738</u>	<u>1,002</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Other creditors	<u>7,770</u>	<u>1,728</u>

10. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	7,674	35,661	43,335
Restricted funds			
Restricted fund	51,006	(24,675)	26,331
TOTAL FUNDS	<u>58,680</u>	<u>10,986</u>	<u>69,666</u>

Community Integration & Advocacy Centre

Notes to the Financial Statements - continued for the year ended 31st December 2024

10. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	111,097	(75,436)	35,661
Restricted funds			
Restricted fund	73,809	(98,484)	(24,675)
TOTAL FUNDS	<u>184,906</u>	<u>(173,920)</u>	<u>10,986</u>

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	At 31.12.23 £
Unrestricted funds			
General fund	(1,210)	8,884	7,674
Restricted funds			
Restricted fund	26,280	24,726	51,006
TOTAL FUNDS	<u>25,070</u>	<u>33,610</u>	<u>58,680</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	46,316	(37,432)	8,884
Restricted funds			
Restricted fund	82,065	(57,339)	24,726
TOTAL FUNDS	<u>128,381</u>	<u>(94,771)</u>	<u>33,610</u>

Community Integration & Advocacy Centre

Notes to the Financial Statements - continued for the year ended 31st December 2024

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2024.

Community Integration & Advocacy Centre

Detailed Statement of Financial Activities

for the year ended 31st December 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	131,558	95,065
Investment income		
Interest	1,672	652
Charitable activities		
Fees from Chargeable Services	<u>51,676</u>	<u>32,664</u>
Total incoming resources	184,906	128,381
EXPENDITURE		
Charitable activities		
Wages	62,597	-
HMRC	7,649	3,993
Pensions	3,416	126
Insurance	1,343	1,447
Postage and stationery	40	88
Sessional worker	43,479	61,659
Supervision	-	2,000
Promotion	8,592	2,679
OISC Registration	1,646	1,646
Destitution	3,384	1,007
IT & communication-equipment	374	-
IT & communication-development	1,469	1,268
Travel	80	71
Training	12,769	5,255
Legal Resources	-	1,589
Premises	18,844	6,579
Miscellaneous	7,621	4,797
Fixtures and fittings	43	-
Computer equipment	<u>574</u>	<u>567</u>
	<u>173,920</u>	<u>94,771</u>
Total resources expended	<u>173,920</u>	<u>94,771</u>
Net income	<u>10,986</u>	<u>33,610</u>

This page does not form part of the statutory financial statements



Issuer Smailes Goldie

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Parties involved with this document

Document processed	Party + Fingerprint
Thu, 30th Oct 2025 10:43:12 GMT	Ben Butler - Signer (f12151929d6e22ca34c8a4bf55ff6b3b)
Thu, 30th Oct 2025 10:45:50 GMT	Suzannah Guy - Signer (e1ae46fd146044cbc8f6ddf75e38d5c2)
Thu, 30th Oct 2025 11:49:43 GMT	Steve Bramall - Signer (163c73cabff94055dab4ad5669bb57ab)

Audit history log

Date	Action
Tue, 28th Oct 2025 9:55:25 GMT	Envelope generated by Jordan Tyson (213.249.229.122)
Tue, 28th Oct 2025 9:55:26 GMT	Document generated with fingerprint 2c3274270c1c3373b08f34f191f85bc8 (213.249.229.122)
Tue, 28th Oct 2025 9:55:26 GMT	Document generated with fingerprint 6233d10fad88c4ba279bd725510a304b (213.249.229.122)
Tue, 28th Oct 2025 9:59:32 GMT	Sent the envelope to Ben Butler (benlbutler@yahoo.co.uk) for signing (213.249.229.122)
Tue, 28th Oct 2025 9:59:34 GMT	Document emailed to benlbutler@yahoo.co.uk
Thu, 30th Oct 2025 10:05:55 GMT	Sent Ben Butler a reminder to sign the document. (213.249.229.122)
Thu, 30th Oct 2025 10:05:56 GMT	Document emailed to benlbutler@yahoo.co.uk
Thu, 30th Oct 2025 10:40:44 GMT	Ben Butler opened the document email. (87.248.116.146)
Thu, 30th Oct 2025 10:42:41 GMT	Ben Butler viewed the envelope (5.133.46.39)
Thu, 30th Oct 2025 10:43:12 GMT	Ben Butler signed the envelope (5.133.46.39)
Thu, 30th Oct 2025 10:43:13 GMT	Sent the envelope to Suzannah Guy (suzannahguy@smailesgoldie.co.uk) for signing (5.133.46.39)
Thu, 30th Oct 2025 10:43:14 GMT	Document emailed to suzannahguy@smailesgoldie.co.uk
Thu, 30th Oct 2025 10:43:41 GMT	Suzannah Guy opened the document email. (72.145.93.142)
Thu, 30th Oct 2025 10:45:43 GMT	Suzannah Guy viewed the envelope (213.249.229.122)
Thu, 30th Oct 2025 10:45:50 GMT	Suzannah Guy signed the envelope (213.249.229.122)
Thu, 30th Oct 2025 10:45:51 GMT	Sent the envelope to Steve Bramall (stevebramall@smailesgoldie.co.uk) for signing (213.249.229.122)

Thu, 30th Oct 2025 10:45:51 GMT	Document emailed to stevebramall@smaillesgoldie.co.uk
Thu, 30th Oct 2025 10:46:10 GMT	Steve Bramall opened the document email. (72.145.76.34)
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Thu, 30th Oct 2025 11:49:23 GMT	Steve Bramall viewed the envelope (72.145.152.1)
Thu, 30th Oct 2025 11:49:44 GMT	Steve Bramall signed the envelope (82.69.4.166)
Thu, 30th Oct 2025 11:49:44 GMT	This envelope has been signed by all parties (82.69.4.166)

Accounts



Unaudited Financial Statements for the Year Ended 31st December 2023

for

Community Integration & Advocacy Centre

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Community Integration & Advocacy Centre

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for the year ended 31st December 2023**

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Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2023

MESSAGE FROM THE CHAIR

I am pleased to present the Trustees Annual Report for Community Integration and Advocacy Centre (CIAC) for 2023.

With ongoing challenges relating to how we approach migration at a national level, not least in relation to accommodating people seeking asylum and the infrastructure for processing their claims, 2023 was a year of increased demand but also increased impact for CIAC. I'm proud to say that, in response, we were able to expand our staff team exponentially and continue to provide vital immigration advice and support to emerging communities in Hull and beyond.

Our drop-in service went from strength to strength in 2023. We assisted over 1,200 people through our weekly drop-in, a 15% increase on 2022. This first-point of contact advice is invaluable, providing initial advice and signposting to a range of other services within CIAC and beyond.

2023 also saw us maintain our unique position as the only charity in our region regulated at OISC Level 3. Whilst we would encourage others to build capacity in this area, we remain proud of our ability to respond to complex immigration matters like appeals and deportation challenges. Our specialist team helps clients through vulnerable situations, providing a high level of support that is difficult to find regionally or nationally. This is resource intensive work, yet we're proud to have assisted 11 full-scale appeals and responded to enquiries on a further 25.

The pro bono aspect of this specialised work continues to be at the heart of CIAC's mission. We completed 154 pro bono applications in 2023, a 69% increase on 2022. Applications ranged from asylum to domestic violence and family reunion. In everything that we do, preventing destitution, integrating communities and keeping families together remains our priority. In the context of our work, this often means that we need to assert individual rights under the ECHR on behalf of our service users. We do so without judgement or prejudice and remain undeterred by narratives in the media or at the national level which present a negative view of our service users or the people that assist them to assert their legal rights.

Pursuing our financially sustainable model, we also generated over £32,000 in unrestricted income through ethical low-cost immigration advice fees where appropriate. This was a 33% increase on 2022 and helped to subsidise the expansion of the pro-bono work set out above.

Our dedicated staff team grew to 5 in 2023, supplemented by 10 volunteers speaking 9 languages. We have been proactive in recruiting a diverse team of staff and volunteers as this not only ensures that our service is more accessible, it also brings a diversity of thought and experience into our practice which strengthens the quality of our work. I'd like to thank all staff, volunteers and trustees for their exceptional work this year.

I'd also like to thank our partner organisations, funders, local MPs and all others who have supported CIAC this year. Your solidarity empowers us to provide vital services. We look forward to further developing CIAC's impact in the coming year.



Dr Ben Butler
Chair of the Board of Trustees

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2023

OBJECTIVES AND ACTIVITIES

Mission statement: Supporting emerging communities to contribute fully to life in the UK as committed and active citizens.

CIAC's charitable objectives are:-

To advance education and relieve financial hardship amongst Emerging Communities in the Humber Region through the provision of legal and other advice and by any other means as the trustees may determine. (Emerging communities are defined as refugees, asylum seekers, EEA migrants and other migrants)

The CIAC Trustees have had due regard to the Charity Commission guidance on the Public Benefit Requirement (Reg. 40(2)(c)(ii)).

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CIAC participates in the Hull Welcome Project in partnership with Open Doors and Hull City of Sanctuary. CIAC provides generalist and specialist immigration advice, Open Doors provides orientation activities and Hull City of Sanctuary offers cultural activities and coordinates Hull Refugee Week.

CIAC has successfully maintained regulation with OISC at Level Three (L3) and is increasing the skills and experience to provide high quality immigration advice for more complex matters including appeals, bail applications and deportation challenges. CIAC's specialist immigration team includes one OISC L3 advisor and three OISC L1 advisors, one operating at L2 under supervision, and two team members operating at OISC L1 under supervision. Supervision is provided by our OISC L3 advisor who is also regulated as an IAAS Senior Caseworker.

CIAC's staff team increased to five people during 2023. CIAC recruited a full time Legal Trainee at the end of September 2023 to concentrate on income generation applications. Our full time Legal Assistant started in November 2023 to focus on supporting pro bono (free) applications. Following a successful grant from Hull City Council Affordable Warmth, we recruited a part time worker in October 2023 to provide advice on energy saving. Our part time Drop-In Coordinator gained full time employment with CIAC as a Legal Trainee.

Our unique position in the region is underlined by the fact that we are the only charity offering regulated L3 advice in the 148 miles between Peterborough and Middlesborough and also within a 50-mile westward line to Leeds.

During 2023, CIAC's work with emerging communities has been funded by Justice Together Initiative (in partnership with Manuel Bravo Project and Leeds Refugee Forum); Disrupt Foundation; Matrix Causes Fund; North Bank Forum; Pathway; National Lottery; Hull City Council Affordable Warmth. We would like to express our gratitude to these funders for supporting our work.

Momentum has built during 2023 following the disruption of Covid and subsequent recovery over the subsequent years. CIAC's social media profile is growing and provides regular updates on our activities.

During 2023, at the Open Doors drop in, CIAC provided initial advice to 1,230 people across 48 drop-in sessions. This compares with a total of 1,049 in 2022, and 384 clients in 2021.

Issues dealt with at the drop-in included advice on the asylum process, victims of slavery and trafficking, access to asylum support, accommodation issues, access to welfare benefits, family reunion, access to Legal Aid funded lawyers, signposting and access to health services as well as initial advice on other applications.

CIAC completed 154 pro bono (free) applications, compared to 91 in 2022 and 48 in 2021. Pro bono immigration applications ranged from further asylum submissions, human rights applications, EUSS applications with additional vulnerabilities, family reunion in special circumstances, removal of British Citizenship. During 2023 we completed 21 domestic violence applications, which is a reduction compared 29 in 2022 and 27 in 2021.

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities (continued)

CIAC's OISC L3 advisor actively engaged with representing on 11 appeals in 2023 and responding to enquiries on a further 25. Appeals are resource intensive. For example, one appeal involved 40 hours of legal work with detailed representations which led to the Home Office conceding and granting refugee status without a court hearing. Professional interpretation is required for witness statements. Attendance in court hearings involve significant travel and time. Consequently, a barrister is usually instructed which involves payment.

CIAC's income generation model is based on low cost, ethical immigration advice to people with recourse to public funds and/or the right to work supplementing our pro bono (free) immigration advice to people without recourse to public funds and without the right to work as a long term, sustainable route out of destitution. CIAC's Income Generation project submitted 105 fee paying applications in 2023, compared with 121 in 2022 and 80 in 2021 generating unrestricted income of £31,662 in 2023, £22,957 in 2022 and £15,470 in 2021. The applications completed in 2023 were of a more complex nature, including two appeals, hence the higher income, whereas 2022 included many simpler, lower cost applications.

CIAC's ability to provide advice and services is greatly enhanced by our volunteer team of ten people, representing eight nationalities and speaking nine languages. Volunteers include asylum seekers, refugees, EU migrants and British Citizens.

Thank you

The continuing success of CIAC would not be possible without help from the people and organisations named below:

Brid, Jane, Karen, Rosemary, Sana, Laszlo, Ayobami, Marita, Ingrida, Zara, Clement and Tarek.

Open Doors

Prince's Avenue Methodist Church

Pippa Robson

Naomi Rosenberg

Manuel Bravo Project

Leeds Refugee Forum

OISC

British Red Cross

University of Hull

Ian Pittaway

Hull's Help for Refugees

Hull City Council

Welcome

University of Hull

Justice Together Initiative

Disrupt Foundation

Matrix

Pathway

National Lottery

Hull CVS

Dame Diana Johnson MP and team

Emma Hardy MP and team

Karl Turner MP and team

FINANCIAL REVIEW

Reserves policy

CIAC aims to allocate one month's operating costs per year to its reserves until six month's operating costs are held in reserve. The reserve fund will be capped at a maximum of £500,000. Reserves are defined, in line with Charity Commission guidance, as that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes.

The accounts are prepared under the Receipts and Payments basis as allowed for under section 133 of the Charities Act 2011.

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, its constitution (foundation model), and constitutes Charitable Incorporated Organisation (CIO)

Recruitment and appointment of new trustees

Trustees are recruited as the existing Board of Trustees identify skills gaps and decide on suitable people who will complement and enhance the skills and experience profile of the current Board.

Organisational structure

CIAC is managed by our Chief Executive Officer, Jayne Mercer. Jayne is responsible for the day to day management of the service.

CIAC would like to thank Diana Johnson MP for being our first patron.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1170984

Principal address

c/o 69 Ella Street
Hull
HU5 3AJ

Trustees

Benjamin Butler
P Glenn Burgess
Angela Murden
Lama Orabi
Anna Grzybowska

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Approved by order of the board of trustees on 22 February 2024 and signed on its behalf by:



Dr Benjamin Butler
Trustee

**Independent Examiner's Report to the Trustees of
Community Integration & Advocacy Centre**

Independent examiner's report to the trustees of Community Integration & Advocacy Centre

I report to the charity trustees on my examination of the accounts of Community Integration & Advocacy Centre ("the Charity") for the year ended 31st December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Charity as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or

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



Stephen T Bramall BSc., FCA

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Date: 22 February 2024

Community Integration & Advocacy Centre

Receipts and Payments Account for the year ended 31st December 2023

	Restricted	Unrestricted	2023 Total	2022 Total
	£	£	£	£
Income				
Grants	82,065	13,000	95,065	57,060
Donations	-	-	-	3,000
Fees from Chargeable Services	-	31,662	31,662	22,957
Miscellaneous	-	652	652	90
Total income	82,065	45,314	127,379	83,107
Expenditure				
Sessional Worker	37,556	24,103	61,659	44,184
HMRC	3,993	-	3,993	-
Pension	126	-	126	-
Supervision	2,000	-	2,000	-
Promotion	2,679	-	2,679	-
Training	900	4,355	5,255	5,114
OISC registration	-	1,646	1,646	1,646
Insurance	-	1,447	1,447	694
Legal resources	1,539	50	1,589	990
IT & communication - equipment	2,266	-	2,266	2,015
IT & communication - development & resources	-	1,268	1,268	1,229
Travel	-	71	71	45
Post and stationery	-	88	88	107
Premises	6,280	299	6,579	2,913
Destitution	-	1,007	1,007	280
Miscellaneous	-	3,069	3,069	1,479
Total expenditure	57,339	37,403	94,742	60,696
Excess of receipts over payment	24,726	7,911	32,637	22,411
Balance brought forward	26,280	(1,210)	25,070	2,659
Balance carried forward	51,006	6,701	57,707	25,070

Community Integration & Advocacy Centre

**Receipts and Payments Account
for the year ended 31st December 2023**

Assets: five laptops and three mobile phones

The cash balance at the year end was £57,707 (2022: £25,070).

The financial statements were approved by the Board of Trustees and authorised for issue on 22 February 2024 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read "Ben Butler", with a horizontal line extending from the end of the signature.

Dr Benjamin Butler
Trustee

COMMUNITY INTEGRATION AND ADVOCACY CENTRE

England & Wales - Charity number 1170984

Accounts



Unaudited Financial Statements for the Year Ended 31st December 2022

for

Community Integration & Advocacy Centre

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Community Integration & Advocacy Centre

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Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2022

MESSAGE FROM THE CHAIR

The trustees present their report with the financial statements of the charity for the year ended 31st December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

After the operational challenges of 2021, the year 2022 was very much a year of continued rebuilding and re-establishment of services on a physical level, whilst retaining the advantages and flexibility of online services. Despite still emerging from the long-shadow of Covid, we also saw a considerable strengthening in our output and the scale and impact of our services.

First and foremost, 2022 saw us retain our much-coveted WISC Level 3 status, thereby maintaining the ambition and high standards that we have set for ourselves. As a consequence, we remain the only regulated charitable L3 immigration advisor operating within an unfeasibly large patch. Although this brings significant challenges, it also underlines our uniqueness as a service. Whilst I would encourage others services to develop on a similar level in order to meet demand, it is nonetheless a great source of pride for a Chair of Trustees to be able to say that we are the only charity offering regulated L3 advice in the 148 miles between Peterborough and Middlesbrough and also within a 50 mile westward line to Leeds. This is a tribute to the hard work, vision, determination and ambition of our staff, trustees and volunteers in taking such a comprehensive approach to our rights-based mission.

This was a marked feature of our development in 2022; boosted by significant grants from Justice Together Initiative and National Lottery we were able to strengthen our offer by obtaining office space for the first time, hiring additional staff, and recruiting additional volunteers.

This led to considerable strides in our drop-in service provision which assisted an incredible 1049 clients with initial immigration advice, up from 384 in 2021. Within this, we completed 91 pro bono applications, 29 domestic violence applications, 3 appeals, 5 bail applications, and challenged 3 deportations.

Our income generation arm completed 121 fee-paying applications, earning a healthy £22,957 that can be reinvested in our services. Overall, 2022 was a year of expansion across the board and of greatly improved financial sustainability. With a dedicated team of 11 volunteers speaking 8 languages, we continue to provide quality accessible immigration services to support the migrant community in Hull and beyond.

Once again, I'd like to thank the trustees, volunteers and staff of CIAC for their hard work and their determination to strengthen the work of CIAC. We remain extremely proud of the impact of our work on individuals and families in the region.



Dr Ben Butler
Chair of the Board of Trustees

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2022

OBJECTIVES AND ACTIVITIES

Mission statement: Supporting emerging communities to contribute fully to life in the UK as committed and active citizens.

CIAC's charitable objectives are:-

To advance education and relieve financial hardship amongst Emerging Communities in the Humber Region through the provision of legal and other advice and by any other means as the trustees may determine. (Emerging communities are defined as refugees, asylum seekers, EEA migrants and other migrants)

The CIAC Trustees have had due regard to the Charity Commission guidance on the Public Benefit Requirement (Reg. 40(2)(c)(ii)).

ACHIEVEMENT AND PERFORMANCE

Charitable activities

CIAC participates in the Hull Welcome Project in partnership with Open Doors and Hull City of Sanctuary. CIAC provides generalist and specialist immigration advice, Open Doors provides orientation activities and Hull City of Sanctuary offers cultural activities and coordinates Hull Refugee Week.

CIAC has successfully maintained regulation with OISC at Level Three(L3) and is gradually developing the skills and experience to provide high quality immigration advice for increasingly complex matters including appeals, bail applications and deportation challenges. CIAC's specialist immigration team includes one OISC L3 advisor and three OISC L1 advisors.

Our unique position in the region is underlined by the fact that we are the only charity offering regulated L3 advice in the 148 miles between Peterborough and Middlesbrough and also within a 50 mile westward line to Leeds.

CIAC did not seek any grant funding until after the successful outcome of the immigration law exams in July 2021. Upon becoming fully operational at OISC L3, CIAC partnered with Manuel Bravo Project and Leeds Refugee Forum, achieving a successful outcome at the end of 2021 for funding which started in April 2022, supporting a very different financial position for the 2022 annual review, which builds very substantially for 2023.

Funding from Justice Together Initiative enabled CIAC to obtain an office with interview space for complex, face to face client interactions plus covers 3 people on a 0.4 FTE basis (1.2 FTE). This is for the Principal Immigration Advisor, Legal Caseworker and Legal Assistant providing pro bono advice. Attendance at the office is on a strictly pre-arranged basis to minimise disruption with the main points of contact being the drop in, email and telephone. Extensive use of remote appointments remains vital for providing advice conveniently for many clients and also extends our geographical range. The discovery of remote service provision through Zoom and Teams is a positive legacy of the difficult Covid times.

Starting in May 2022, CIAC has provided second stage advice to the Pathway team dealing with vulnerable people with issues with their immigration status putting them at risk of homelessness and destitution.

Success with a National Lottery bid in November 2022 enabled the recruitment of a part time Advice Coordinator to support the operation of the direct access drop in and volunteer management.

Two University of Hull law students completed a year-long internship with CIAC in 2022. This was funded by Ian Pittaway. The skills and experience gained have proved invaluable with both obtaining full time employment with CIAC in 2023.

Although in July 2021, CIAC returned to limited attendance at the Open Doors drop-in on Thursdays, the effect of Covid was still felt. Two crucial members of the team had managed to avoid catching the disease until the Summer of 2022. Recovery for both took quite some time, impacting capacity and performance.

During 2022, at the Open Doors drop in, CIAC provided initial advice to 1049 people across 49 drop-in sessions. This compares with a total of 384 clients in 2021, but, due to Covid restrictions, face to face services only operated from July to December that year.

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2022

Issues dealt with at the drop-in included advice on the asylum process, victims of slavery and trafficking, access to asylum support, accommodation issues, access to welfare benefits, family reunion, access to Legal Aid funded lawyers, signposting and access to health services as well as initial advice on other applications.

CIAC completed 91 pro bono (free) applications. Pro bono immigration applications ranged from further asylum submissions, human rights applications, EUSS applications with additional vulnerabilities, family reunion in special circumstances, removal of British Citizenship. In 2021 48 pro bono applications were submitted, including domestic violence applications.

In addition, on a pro bono basis, CIAC submitted 29 domestic violence applications for people residing across five Local Authorities. In 2021, 27 domestic violence applications were submitted.

CIAC's L3 advisor lodged 3 appeals with advice given on a further 19 appeal enquiries, submitted 5 bail applications and challenged 3 stage 1 deportation notices.

CIAC's income generation model is based on low cost, ethical immigration advice to people with recourse to public funds and/or the right to work supplementing our pro bono (free) immigration advice to people without recourse to public funds and without the right to work as a long term, sustainable route out of destitution. CIAC's Income Generation arm submitted 121 fee paying immigration applications realising an unrestricted income of £22,957. In comparison, 80 fee paying applications were completed generating an income of £15,470 in 2021.

CIAC is making significant progress financially and is outgrowing certain procedures. One of our funders has generously offered to provide a financial consultant in 2024 to enable a full revaluation of all relevant procedures including identifying alternative banking arrangements with card reader to enable smoother payments for client invoices.

CIAC's ability to provide advice and services is greatly enhanced by our volunteer team of eleven people, representing nine nationalities and speaking eight languages. Fortnightly training in immigration law is provided to the team, increasing skills and employability.

FINANCIAL REVIEW

Reserves policy

CIAC aims to allocate one month's operating costs per year to its reserves until six month's operating costs are held in reserve. The reserve fund will be capped at a maximum of £500,000. Reserves are defined, in line with Charity Commission guidance, as that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes. It has not been possible to realise this aim for 2022.

Funds in deficit

The unrestricted fund is in deficit as at 31 December 2022 £1,208, 2021 (£6,720). As the charities operations complete after the successful gaining of OISC tier 3 status by key members of staff, it is expected that unrestricted income will increase and this fund will cease to be in deficit.

The accounts are prepared under the Receipts and Payments basis as allowed for under section 133 of the Charities Act 2011.

Community Integration & Advocacy Centre

Report of the Trustees for the year ended 31st December 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

Trustees are recruited as the existing Board of Trustees identify skills gaps and decide on suitable people who will complement and enhance the skills and experience profile of the current Board.

Organisational structure

CIAC is managed by our Chief Executive Officer, Jayne Mercer. Jayne is responsible for the day to day management of the service.

CIAC would like to thank Diana Johnson MP for being our first patron.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1170984

Principal address

c/o 69 Ella Street
Hull
HU5 3AJ

Trustees

Benjamin Butler
Peter Burgess
Angela Murden
Lama Orabi
Anna Grzybowska

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Approved by order of the board of trustees on 31st October 2023 and signed on its behalf by:



Dr Benjamin Butler
Trustee

**Independent Examiner's Report to the Trustees of
Community Integration & Advocacy Centre**

Independent examiner's report to the trustees of Community Integration & Advocacy Centre

I report to the charity trustees on my examination of the accounts of Community Integration & Advocacy Centre (the Trust) for the year ended 31st December 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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



Stephen T Bramall BSc., FCA

Smailes Goldie
Chartered Accountants
Regent's Court
Princess Street
Hull
East Yorkshire
HU2 8BA

Date: 31 October 2023

Community Integration & Advocacy Centre

Receipts and Payments Account for the year ended 31st December 2022

CIAC Accounts 2022

Income	Restricted	Unrestricted	Total	2021
	£	£	£	£
Grants	47,060	10,000	57,060	-
Donations	-	3,000	3,000	1,000
Fees from Chargeable Services	-	22,957	22,957	15,470
Miscellaneous	-	90	90	51
Total	47,060	36,047	83,106	16,521
Expenditure	Restricted	Unrestricted	Total	2021
	£	£	£	£
Sessional Worker	23,517	20,667	44,184	12,736
Supervision	-	-	-	-
Training	1,714	3,400	5,114	5,728
OISC registration	-	1,646	1,646	1,290
insurance	-	694	694	694
Legal resources	-	991	991	524
IT & communication - equipment	2,015	-	2,015	-
IT & communication - development & resources	-	1,229	1,229	1,157
Volunteer expenses	-	-	-	-
Travel	-	45	45	95
Post and stationery	-	107	107	92
Premises	2,913	-	2,913	-
Destitution	-	280	280	140
Miscellaneous	-	1,479	1,479	2015
Total	30,160	30,538	60,698	23,182
Excess of receipts over payment	16,900	5,511	22,412	(6,661)
Balance brought forward	9,380	(6,721)	2,659	9,320
Balance carried forward	26,280	(1,210)	25,071	2,659

Community Integration & Advocacy Centre

Receipts and Payments Account for the year ended 31st December 2022

Assets: five laptops and three mobile phones

The cash balance at the year end was £25,071 (2021: £2,659).

The financial statements were approved by the Board of Trustees and authorised for issue on 31st October 2023 and were signed on its behalf by:



Dr Benjamin Butler
Trustee

Thank you

The continuing success of CIAC would not be possible without help from the people and organisations named below:

Brid, Jane, Karen, Rosemary, Sana, Laszlo, Ayobami, Fiza, Hadeel, Ahmad, Faiqa and Tarek.
Open Doors
Prince's Avenue Methodist Church
Penny Edgar
Pippa Robson
Naomi Rosenberg
British Red Cross
University of Hull
Ian Pittaway
Hull's Help for Refugees
Hull City Council
Hull CVS
National Lottery
Pathway
Dame Diana Johnson MP and team
Emma Hardy MP and team
Karl Turner MP and team

Accounts



**Community Integration and Advocacy Centre
Trustees Annual Report and Accounts
1st January 2021 to 31st December 2021**

Organisational Structure, Governance and Management

Community Integration and Advocacy Centre (CIAC) is registered with the Charity Commission for England and Wales as a Charitable Incorporated Organisation and is governed by a constitution dated 3rd December 2016. Charity Commission registration was obtained on the 4th January 2017. CIAC's charity registration number is 1170984. CIAC's registered address is c/o 69 Ella Street, Hull HU5 3AJ.

CIAC Board of Trustees constitutes:-

Dr Ben Butler (Chair of the Board of Trustees)
Angela Murden
Anna Grzybowska
Lama Orabi
Laura Wilson
Prof. Glenn Burgess
Gill Martin (resigned 21st April 2021)

Trustees are recruited as the existing Board of Trustees identify skills gaps and decide on suitable people who will complement and enhance the skills and experience profile of the current Board.

CIAC is managed by our Chief Executive Officer, Jayne Mercer. Jayne is responsible for the day to day management of the service.

CIAC would like to thank Diana Johnson MP for being our first patron.

Mission statement: Supporting emerging communities to contribute fully to life in the UK as committed and active citizens.

CIAC's charitable objectives are:-

To advance education and relieve financial hardship amongst Emerging Communities in the Humber Region through the provision of legal and other advice and by any other means as the trustees may determine

(Emerging communities are defined as refugees, asylum seekers, EEA migrants and other migrants)

The CIAC Trustees have had due regard to the Charity Commission guidance on the Public Benefit Requirement (Reg. 40(2)(c)(ii)).

Message from the Chair

2021 was a year of continuing operational challenges for CIAC as a comprehensive lockdown gave way to a phased exit from March 2021. In common with all customer-facing services, we were confronted with the challenge of resuming face-to-face services and rebuilding our service-user base, whilst finding a way to carry forward some of the best of the new working practices that lockdown had necessitated.

Having re-established face-to-face services at Open Doors in July 2021, CIAC recorded 384 client interactions between July and December 2021, a 207% increase on the same period in 2020. There was a corresponding boost to our income generation, which went from £6,761 to £15,470, a 141% increase on the 2020.

Alongside our affordable paid-for services, CIAC continued to offer extensive pro-bono support to individuals lacking the means to fund legal support. 48 such applications were submitted in 2021, a 23% increase on 2020. These included lodging appeals, further asylum submissions and applications based private and family life or the experience of domestic violence which accounted for 56% of all pro bono applications.

One of our key priorities in transitioning back to face-to-face services was to re-engage our volunteer base. This had dropped to just 2 people during lockdown, but we were able to re-engage previous volunteers and establish new recruits as soon as circumstances allowed. With 9 volunteers, we became stronger than ever during this period.

Perhaps the most significant develop during this period were advances in our ability to undertake more complex legal work as we became the only charity regulated and operational at OISC level 3 within a fifty-mile radius of Hull. Alongside our comprehensive OISC accreditation, we have also achieved regulation under the Immigration and Asylum Accreditation Scheme (IAAS) which provides a gateway to becoming a Legal Aid, a move that our Board will need to consider carefully as we continue to develop our services for the benefit of asylum seeker, refugees and other migrants in the region.

Our registration at OISC level 3 also enabled us to partner with the Manuel Bravo Project and Leeds Refugee Forum in a successful bid for funding which should provide us with a secure financial position from April 2022.

I pledged in our 2020 report, that “2021 will be a year when we can enhance the quality and impact of our work by rebuilding our footprint, re-establishing our volunteer base and extending our services”. Jayne and her team of volunteers proved to more than equal to this challenge. It is a source of great pride to myself and my fellow trustees that CIAC has not only survived, but thrived as we emerged from the dislocation of lockdown.

I'd like to thank the trustees, volunteers and staff of CIAC for their role in rebuilding CIAC to be stronger than even. We remain extremely proud of the impact of our work on individuals and families in the region.

A handwritten signature in black ink, appearing to read "Ben Butler". The signature is written in a cursive style with a horizontal line at the end.

Dr Ben Butler
Chair of the Board of Trustees

Achievements and Performance

CIAC participates in the Hull Welcome Project in partnership with Open Doors and Hull City of Sanctuary. CIAC provides generalist and specialist immigration advice, Open Doors provides orientation activities and Hull City of Sanctuary offers cultural activities and coordinates Hull Refugee Week.

CIAC has successfully maintained regulation with OISC at Level Three(L3). Following success in a number of exams CIAC is now fully operational at OISC L3. In addition, CIAC's Principal Immigration Advisor(PIA) and Chief Executive Officer(CEO) has achieved regulation under the Immigration and Asylum Accreditation Scheme (IAAS) as a Senior Caseworker. IAAS accreditation is required to provide immigration services under Legal Aid. CIAC no longer requires supervision and thanks John Donkersley profusely for his support which has enabled CIAC to progress in regulated immigration advice and services.

CIAC is the only charity regulated and operational at OISC L3 for an almost fifty mile radius.

CIAC did not seek any grant funding until after the successful outcome of the immigration law exams in July 2021. Upon becoming fully operational at OISC L3, CIAC partnered with Manuel Bravo Project and Leeds Refugee Forum, achieving a successful outcome at the end of 2021 for funding which starts in April 2022 supporting a very different financial position for the next annual review.

Ongoing Covid issues in 2021 prevented return to face to face services until July 2021. This allowed our PIA to concentrate on preparing for and successfully passing OISC L2, OISC L3 and IAAS Senior Caseworker exams during the year. CIAC returned to the Open Doors Thursday morning drop in July 2021.

Achievements and performance:

- CIAC recommenced face to face services in July 2021 at the Open Doors drop in with a team of volunteers. From July 2021 until December 2021 our multicultural team provided a total of 384 client interactions during attendance at the Open Doors Thursday drop-ins providing support with a range of issues including welfare rights, asylum support, access to services and immigration advice. This compares with 125 face to face client interactions at the drop in during 2020 due to the Covid restrictions on services.
- 80 fee paying applications were completed generating an income of £15,470, an increase of £8,719 compared to our income generation figure for 2020 which was £6,761. In December 2021 alone CIAC's fee paying work generated £3125. Fees charged are very low compared to commercial organisations. It is explained to clients that the low fees support pro bono immigration services to help people without a positive immigration status resolve their situation.
- 48 pro bono immigration applications were submitted to the Home Office, an increase of 9 from 2020. These include further asylum submissions, private and family life, domestic violence applications and lodging appeals. Domestic

violence applications accounted for 27 of the pro bono applications. A further 36 people were provided with advice to prepare for future applications.

- CIAC is supported by a team of nine volunteers from seven nationalities. CIAC would not be able to complete our work without the commitment of our volunteers. Upon returning to face to face work in July, it was gratifying to see so many volunteers had maintained their commitment to CIAC.
- CIAC's volunteer psychotherapist has completed four assessments which have been used to support applications for vulnerable clients.
- CIAC's training programme has continued fortnightly on a Tuesday evening through on-line sessions. CIAC now has three advisors regulated at L1, along with the PIA regulated at L3. CIAC intends to develop a L2 programme when we have a cohort of six L1 advisors.

CIAC Accounts 2021

Income	Restricted	Unrestricted	Total	Last year
Grants	0	0	0	£13,488
Donations	0	£1,000	£1,000	£1,000
Fees from Chargeable Services	0	£15,470	£15,470	£6,761
Miscellaneous	0	£51.30	£51.30	£52
		16521.3	16521.3	£21,301

Expenditure	Restricted	Unrestricted	Total	Last Year
Sessional Worker	£1,000	£11,736.25	£12,736	£16,281
Supervision	0	0	£0	£5,108
Training	0	£5,728.20	£5,728	£2,457
OISC registration	0	0	£0	£1,290
insurance	0	£694.38	£694.38	0
Legal resources	0	£524.40	£524	£892
IT & communication - equipment	0	0	£0	£304
IT & communication - development & resources	0	£1,157.28	£1,157	£388
Volunteer expenses	0	0	0	0
Travel	0	£94.94	£95	£14
Post and stationery	0	£92.43	£92	£119
Premises	0	0	0	0
Destitution	0	£140	£140	£216
Development of educational resource	0	0	0	0
Miscellaneous	0	£2,014.51	£2,015	£367
Total	£1,000	£22,182.39	£23,182	£27,436
Excess of receipts over payment	(£1,000)	-5661.09	-6660.7	(£6,135)
Balance brought forward	£10,380	-1060	£9,320	£20,796
Balance carried forward	£9,380	-6721.09	£2,659.3	£14,661
£2661.59 Balance in bank				

NOTES

Due to the omission of the pence figures in the table above there appear to be two summation errors. These are actually due to rounding and affect the relevant totals by £2.29

Assets: four laptops and two mobile phones

CIAC aims to allocate one month's operating costs per year to its reserves until six month's operating costs are held in reserve. The reserve fund will be capped at a maximum of £500,000. Reserves are defined, in line with Charity Commission guidance, as that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes. Because of Covid it has not been possible to realise this aim this year.

CIAC's income generation model is based on low cost, ethical immigration advice to people with recourse to public funds and/or the right to work underpinning pro bono (free) immigration advice to people without recourse to public funds and without the right to work as a long term, sustainable route out of destitution. In 2021 CIAC generated an income of £15,470, an increase of £8,719 compared to our income generation figure for 2021 which was £6,761. CIAC relied on income generation for 2021, but, upon becoming fully operational at OISC L3, a decision was taken to seek grant funding whilst building greater momentum with a larger base of fee earners to offset the high demand for pro bono services. Income for 2022 will exceed £80,000.

Thank you

The continuing success of CIAC would not be possible without help from the people and organisations named below:

Volunteers: Brid, Ghalia, Jane, Karen, Marita, Rosemary, Sana, Kamal, Laszlo, Fiza, Hadeel, Ahmad,

Open Doors

Prince's Avenue Methodist Church

John Donkersley for providing immigration law supervision

Penny Edgar

Pippa Robson of North Bank Forum for support and advice

Naomi Rosenberg for developing and maintaining case management

British Red Cross

University of Hull

Hull's Help for Refugees

Hull City Council Refugee Team

Dame Diana Johnson MP and team

Emma Hardy MP and team

Karl Turner MP and team

Accounts



**Community Integration and Advocacy Centre
Trustees Annual Report and Accounts
1st January 2020 to 31st December 2020**

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Angela Murden
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Laura Wilson
Prof. Glenn Burgess
Gill Martin (resigned 21st April 2021)

Trustees are recruited as the existing Board of Trustees identify skills gaps and decide on suitable people who will complement and enhance the skills and experience profile of the current Board.

CIAC is managed by our Chief Executive Officer, Jayne Mercer. Jayne is responsible for the day to day management of the service.

CIAC would like to thank Diana Johnson MP for being our first patron.

Mission statement: Supporting emerging communities to contribute fully to life in the UK as committed and active citizens.

CIAC's charitable objectives are:-

To advance education and relieve financial hardship amongst Emerging Communities in the Humber Region through the provision of legal and other advice and by any other means as the trustees may determine

(Emerging communities are defined as refugees, asylum seekers, EEA migrants and other migrants)

The CIAC Trustees have had due regard to the Charity Commission guidance on the Public Benefit Requirement (Reg. 40(2)(c)(ii)).

Message from the Chair

In common with many third sector organisations, CIAC was faced with severe operational challenges in 2020 as CV-19 lockdowns created unprecedented restrictions on our ability to meet our service users in community settings.

Our client interactions were most acutely affected, falling from 1423 in 2019 to just 339 in 2020. This laid bare our dependence on referrals from the sector and maintaining a presence at key services.

Like other agencies working in this area we had to adapt quickly in order to switch our provision to online or telephone appointments and, while these interactions were fewer, our staff and volunteers were able to continue to provide a comprehensive service. This included 42 fee paying and 39 pro-bono applications. As a proportion of all applications, the pro-bono component of our work increased markedly during lockdown

We have continued to consolidate CIAC's business and income generation model through continued development of our cross-subsidy approach to providing low cost and pro-bono immigration advice . Although we have seen a reduction in earned income over the period from £9,310 to £6,761, we have also been fortunate that our overheads have remained low and this has enabled us to remain flexible and adaptable. This ability to rapidly scale-back is probably best illustrated by a temporary reduction in our volunteer base from 8 to 2 during the period. Rebuilding our volunteer base looks set to be a priority as restrictions ease.

Such reductions in service delivery tend to obscure some very powerful individual stories that lay behind the applications that we make on behalf of our service users. For example, of the pro-bono applications completed in 2020, approximately 65% were in support of women experiencing domestic violence who, without a source of local advice and support, faced indefinite periods trapped, both legally and financially, in abusive relationships.

In a year where our ability to help our beneficiaries has been so compromised, it is heartening to think that we have still been able to change lives in such a profound way. Uncertainty remains, but I believe that 2021 will be a year when we can enhance the quality and impact of our work by rebuilding our footprint, re-establishing our volunteer base and extending our services.

I'd like to thank the trustees, volunteers and staff of CIAC for their role in continuing to provide our services. Despite a restrictive environment, I remain extremely proud of the impact of our work on individuals and families in the region.



Dr Ben Butler
Chair of the Board of Trustees

Achievements and Performance

CIAC participates in the Hull Welcome Project in partnership with Open Doors and Hull City of Sanctuary. CIAC provides generalist and specialist immigration advice, Open Doors provides orientation activities and Hull City of Sanctuary offers cultural activities and coordinates Hull Refugee Week. In September 2020 our CEO was picked to represent the Hull VCS on the Humber Strategic Migration Partnership.

CIAC has successfully maintained regulation with OISC at level three although operates at level two on an interim basis. Level two allows CIAC to construct fresh asylum submissions and complete other complex casework to enable Emerging Communities (EC) to maintain and regularise their right to live, work and fully participate in UK.

The Covid lockdown created significant reduction in services as face to face interactions ceased. Slowly interactions increased everyone became more familiar with the use of Zoom.

Achievements and performance:

- On the 27th March 2020 the UK entered lockdown due to Covid. CIAC face to face services ceased until 9th September 2020 but then, due to an increase in transmission, halted again on the 28th October 2020. With interactions limited to online contact, supervising volunteers to complete immigration applications was no longer possible. Initial advice from the Government forecast a lockdown of only three months.
- Prior to the Covid lockdown CIAC operated a drop in on a Wednesday afternoon at Open Doors (Prince's Avenue Methodist Church) between 1:00 and 3:00 pm with limited facility for appointments at additional times. CIAC also attended the Open Doors drop in on a Thursday morning.
- Two CIAC volunteers were provided with mobile phones and access to laptops. The volunteers made welfare calls to clients on our database. An Arabic speaking volunteer contacted Arabic clients. 153 welfare calls were made on a Wednesday afternoon at the time drop ins were previously held. The clients were very appreciative of the calls.
- During 2020 our multicultural team provided a total of 61 pre-arranged client appointments and 125 client interactions during the drop-in sessions, plus 153 welfare calls which is a total of 339 interactions providing support with a range of issues including welfare rights, asylum support, access to services and immigration advice. This is compared to a total of 1423 client appointments and drop in sessions in 2019 which represents an reduction of 1084 client interactions. Prior to the Covid lockdown access to appointments usually occurred through attendance at the drop in where initial and generalist advice is provided and appointments for completion of immigration applications are arranged.
- 42 fee paying applications were completed generating an income of £6,761, a decrease of £2549 from 2019. Fees charged are very low compared to commercial organisations. It is explained to clients that the low fees support pro bono immigration services to help people without a positive immigration status resolve their situation.

- 37 pro bono immigration applications were submitted to the Home Office, a decrease of 4 from 2019. These include further asylum submissions, private and family life, domestic violence applications and lodging appeals. Domestic violence applications accounted for 25 of the pro bono applications. A further 19 people were provided with advice on applications to prepare for future applications. These interactions, completed by our Principal Immigration Advisor, were completed remotely.
- CIAC is supported by a team of eight volunteers from six nationalities. Two volunteers obtained employment and were unable to continue volunteering on a regular basis. Following Covid, due to temporary cessation of face to face interactions, active volunteers reduced to two.
- With the lockdown and need for people to self-isolate it was recognised that destitute refused asylum seekers needed somewhere to stay whilst applications were made for S4 Asylum Support. CIAC, in partnership with Open Doors, took responsibility for supporting people allocated accommodation in a specially allocated house. Funding was obtained from Crisis to provide support and supplies such as bedding. The intention was for a rapid turnover of residents but people were being allocated accommodation in hotels with their movements restricted. As there were concerns about this the residents were allowed to continue at the house. CIAC took responsibility in April for a six month period ceasing in October 2020.
- Until passing the OISC Level 1 exam the volunteer advisors complete basic immigration applications under supervision. Supervision of volunteers remotely whilst completing applications was not felt to be adequate. The types of applications completed by volunteers are applications for EU Settled Status, Travel Documents, Citizenship and replacement Biometric Residence Permits.
- The volunteer advisors also attend CIAC's specialist immigration training in preparation for regulation with OISC subject to passing an appropriate exam. The training sessions were put on hold due to the lockdown but recommenced using Zoom on the 1st July 2020 fortnightly on a Tuesday evening. The experience and training gained greatly enhances employability.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF COMMUNITY INTEGRATION AND ADVOCACY CENTRE (CIAC)

I report to the trustees on my examination of the accounts of CIAC for the year ended 31stDecember 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of CIAC as required by section 130 of the Act;
- or
2. the accounts do not accord with those records.

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

Martin A Pliener CPFA
9 The Green, Welton, HU15 1NG
31/10/21

Community Integration and Advocacy Centre (CIAC)
Financial Statement for Year Ending 31st December 2020

	£	£	£	£
	Restricted	Unrestricted	TOTAL	Last year
RECEIPTS				
<u>Grants</u>				
Two Ridings	938	-	938	-
Crisis	4,050	-	4050	-
Covid 19	8,500	-	8500	-
Community Safety Fund	-	-	-	10,000
East Riding of Yorkshire Council	-	-	-	850
James Reckitt	-	-	-	5,000
People's Postcode Lottery	-	-	-	20,000
<u>Donation</u>	-	1,000	1000	-
<u>Fees for charitable services</u>	-	6,761	6761	9,310
Other - Miscellaneous	-	52	52	486
Total	13,488	7,813	21,301	45,646
PAYMENTS				
Sessional worker fees	13,500	8,590	22,090	16,281
Supervision	5,108	-	5,108	1,630
Training	800	1,200	2,000	2,457
OISC registration	-	1,290	1,290	1,290
insurance	-	-	-	694
Legal resources	892	-	892	1,122
IT & communication - equipment	304	-	304	1,358
IT & communication - development & resources	298	90	388	279
Volunteer expenses	-	-	-	77
Travel	-	4	4	109
Post and stationery	-	119	119	245
Premises	-	-	-	5,400
Destitution	216	-	216	140
Development of educational resource	-	-	-	850
Donation to Refugee Week	-	-	-	500
Miscellaneous (incl interpret)	353	14	367	302
Total	21,471	11,307	32,778	32,734
EXCESS OF RECEIPTS OVER PAYMENTS	(7,983)	(3,494)	(11,477)	12,912
BALANCE BROUGHT FORWARD	18,363	2,433	20,797	7,884
BALANCE CARRIED FORWARD	10,380	(1,060)	9,320	20,796

NOTES

Due to the omission of the pence figures in the table above there appear to be two summation errors. These are actually due rounding and affect the relevant totals by £1. The lack of an expenditure figure for insurance in the current year is due to a 3 month extension period offered by the insurer due to covid which resulted in the renewal date being pushed forward into 2021.

Balance carried forward is comprised of monies in the bank and cash in hand.

-bank balance at 31/12/20 7789.98

-cash in hand. 1530.00

9319.98

Assets: four laptops and two mobile phones

CIAC aims to allocate one month's operating costs per year to its reserves until six month's operating costs are held in reserve. The reserve fund will be capped at a maximum of £500,000. Reserves are defined, in line with Charity Commission guidance, as that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes. Because of Covid it has not been possible to realise this aim this year. The small negative balance on the unrestricted balance arose due to timings on cash flow and where income lags behind expenditure.

CIAC's income generation model is based on low cost, ethical immigration advice to people with recourse to public funds and the right to work underpinning pro bono (free) immigration advice to people without recourse to public funds and without the right to work as a long term, sustainable route out of destitution. In 2020 CIAC generated an income of £6,761 from fee paying services. This is a reduction on 2019 due to restrictions on service attributed to Covid.

Thank you

The continuing success of CIAC would not be possible without help from the people and organisations named below:

Volunteers: Brid, Ghalia, Jane, Karen, Marita, Sana, Lucy, Kamal, Laszlo. .

Open Doors

Prince's Avenue Methodist Church

John Donkersley for providing immigration law supervision

Penny Edgar from Collingwood Immigration

Pippa Robson of North Bank Forum for support and advice

Naomi Rosenberg for developing and maintaining case management

NICE for use of facilities to run training sessions

British Red Cross

University of Hull

Debbie Hammond and her team at Hull City Council

Dame Diana Johnson MP and team

Emma Hardy MP and team

Karl Turner MP and team