

THE
HARBOUR
PROJECT

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For Swindon Refugees and Asylum Seekers

Providing a safe space for refugees and asylum seekers in Swindon

Charitable Incorporated Organisation
Reg. charity no: 1171368

**FINANCIAL STATEMENTS FOR THE YEAR ENDED
31ST MARCH 2021**

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Chairman's Report

Inevitably, the COVID-19 pandemic cast its malign shadow over the Harbour Project in the past year, as it did over the whole country and indeed the world. In line with government regulations, we suspended all face-to-face contact. Trustee meetings were held online and staff, none of whom were furloughed, continued to work, and communicate online. We also tried to maintain contact with our volunteer body through regular "Zoom" calls. A particular concern to us in these times was the welfare of our clients (whom we refer to as visitors), the effect of lockdown on visitors soon became apparent. Living in often-cramped accommodation levels of frustration grew as did feelings of isolation and of abandonment.

We sought to alleviate some of the distress in a number of ways. Volunteers elected to help with making welfare calls to visitors to demonstrate that they were not forgotten. We secured funds from a variety of sources to enable us to provide food parcels, distributed by volunteers, and we had additional grants to enable us to provide Wi-Fi devices and routers, which allowed us to make provision for online English classes and to facilitate home schooling for children. In July, as restrictions eased, we re-opened face to face facilities at our drop-in centre having put in place all the requisite safety precautions. We instituted a system of 1:1 appointments, pre booked for individuals, as staff returned to the workplace. We did not however, reintroduce the social aspects of the drop-in centre, which has been an integral part of our offering in the past. Despite everything demand for services continued to rise. At the end of the year, we had 551 active clients, a rise of 15% on the previous year. Increased numbers were across the board in terms of family units, children, and unaccompanied asylum-seeking children (UASCs). The number of new arrivals in the town continued to grow as the accommodation provider found new properties in which to place people. As well as new arrivals, the increase in numbers was also attributable to several other factors including; the slowing in Home Office decision making; the furloughing of Immigration solicitors; the pausing of move on's after a negative decision. Our workload was further extended by the granting of Leave to Remain of 63 people who needed our help in registering for Universal Credit, seeking employment and finding new housing. The new arrivals were largely from the countries known to us like Sudan, Eritrea, Iraq and Iran. Though we have also seen people from Latin America and notably from Turkey.

In the past year our major funders remain the same as in previous years namely the National Lottery Community Fund, our Local Authority, Swindon Borough Council and the Lloyds Bank Foundation. The first of these expires in 2022 and a major focus next year will be how to make good that loss of income. In addition, we have been very successful in securing COVID response grants from organisations such as Sports England, Barrow Cadbury and Oakfield. A grant from the National Probation Service enabled us to fund some work with our women's group, additional football and staff training. We also received funding from ESFA and the European Social Fund to help people into employment and education.

We were honoured to be one of the Mayor of Swindon's nominated charities for his period in office.

We have reported in the past that given the steady increase in the number of our visitors and the growth in the variety of the services that we offer, our current premises are less able to meet our needs. To this end, we have set aside funds in our discretionary reserves to contribute to the remodelling of our premises. Unfortunately, like so many other things, the pandemic has severely impacted on progress with delays at the local authority in areas such as planning and in discussing our requirements with the Church authorities.

One of the significant events of the year was the securing by the Harbour Project of the prestigious Queen's award for volunteering. The award was presented by the Lord Lieutenant of Swindon in Wiltshire at a small ceremony in October.

The past year has been very difficult year for us, as for so many others. However, thanks to the heroic efforts of our staff and volunteers we have been able to re-open our doors and re-engage, in albeit limited ways, with our visitors.

The challenges facing us in the coming year are manifold. We need to determine how we progress as the pandemic recedes principally, we will need to explore how we re-open as a social space with many of our newly arrived visitors having no previous experience of a pre COVID harbour. We also need to reactivate our volunteer body and ensure that we regard their health and safety as paramount. We have been much encouraged by the number of new applications to volunteer. We also look forward to building on our past successes in areas such, the Women's Group, the Homework Club, English and Maths classes and helping individuals into employment and education via the Steps2Work Programme. We are also looking forward to the publication of the Independent Evaluation Report funded by the NLCF with its recommendation and for the future development of the organisation. We also look forward to arriving at agreements on how we move forward on the issue of premises. Above all, our priority will be to implement our funding strategy principally to replace the National Lottery Community funding which expires in 2022.

I am confident given the resilience and imagination that the organisation has shown during a year of unprecedented challenges, that the trustees, staff, volunteers and visitors will together rise to the occasion.

David Rowlands
Chair of Trustees

November 2021

Trustees' Report

The Trustees present their report with the financial statements for the year ended 31st March 2021.

Charitable Objects

1. To provide relief for asylum seekers and refugees and their dependents who are in conditions of hardship or distress
2. To preserve and protect the physical and mental health of such people
3. To provide facilities for such people for education, recreation or other leisure time occupation with the object of improving their conditions of life and assisting their inclusion into the wider community – particularly, but not exclusively, by the provision of a drop-in centre.

Charity Information

Registered Charity Number: 1171368 (England and Wales)

Registered Office: The Harbour Project
St Luke's Hall
Broad Street
Swindon
Wiltshire, SN1 2DS

Bankers: Metro Bank
One Southampton Row
London
WC1V 5HA

CAF Bank
22 Kings Hill Avenue
Kings Hill
West Malling
ME19 4JQ

Trustees who served during the year:	David Rowlands	Kirsty Johnson
	Monica Potter	Ian Robertson
	Hadiza Mahuta	Chris Carlton
	Faisal Mayed	Neda Krishnan
	Basel Esleem	Heather Redington

Independent Examiner:	Robert Raynes	85 Priors Hill Wroughton Swindon Wiltshire, SN4 0RL
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Organisational Structure

The charity is a CIO and is governed by a board of trustees.

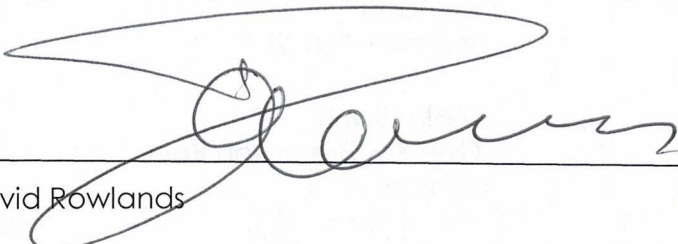
Reserves Policy

The trustees' policy is to hold reserves at an appropriate level to continue core activities for a minimum of six months and a maximum of 12, to allow time for seeking new grant funding for staff posts and redundancy costs arising in the event of funding not being renewed.

Risk

The Trustees give high priority to identifying and implementing effective arrangements to manage risk. A Risk Register has been established and approved by the Board of Trustees. It is kept under continual review by the Trustees and any changes of risk are reviewed at each Trustees meeting. Financial risks associated with reducing income streams are mitigated by an Income Generation Strategy that allows for diversification of funding and activities. Systems or procedures have been put in place to diminish risk, and these are periodically reviewed to ensure their timeliness and appropriateness.

This report was approved by the trustees and signed on their behalf by:



David Rowlands

25. 11. 2021

Date

Independent Examiner's Report

I report on the accounts for the year ended 31st March 2021 set on pages 7 to 15 for The Harbour Project (registered charity number 1171368).

Responsibilities and basis of report

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

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

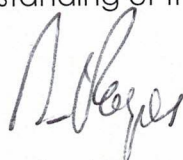
Independent Examiner's Statement

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

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

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

Signed:



Date: 30.11.2021,

Name:

Robert Raynes

Address:

Bridleway Cottage, 85 Prior's Hill, Wroughton, Swindon, Wiltshire SN4 0RL

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

	£ Unrestricted Funds	£ Restricted Funds	£ Total	£ 2020
Income from				
Activities in furtherance of charitable objects				
Grants & fundraising receivable		238,650	238,650	152,985
Donations & legacies	31,010		31,010	55,914
Other income	2,091		2,091	306
Investment income	111		111	379
Total incoming resources	33,212	238,650	271,862	209,584
Resources expended	-20,622	-241,500	-262,122	-206,216
Net movement of resources	12,590	-2,850	9,740	3,368

The notes on pages 10 to 15 form part of these accounts.

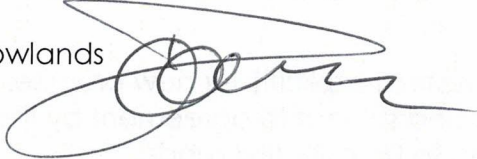
Balance Sheet as at 31st March 2021

	£ 2021	£	£ 2020	£
Tangible fixed assets		3,094		729
Current assets				
Cash & cash equivalents	340,966		273,366	
Debtors & prepayments	4,122		2,419	
	345,088		275,785	
Less: Current liabilities due within one year				
Creditors & accruals	-82,772		-20,844	
Net current assets		262,316		254,941
Net assets		265,410		255,670
Represented by:				
Restricted funds		0		0
Designated funds		150,000		150,000
Unrestricted funds		115,410		105,670
		265,410		255,670

The notes on pages 10 to 15 form part of these accounts.

Approved by the trustees and signed on their behalf by:

David Rowlands



Date 25.11.2021

Notes to the financial statements for the year ended 31st March 2021

Accounting Policies

Basis of accounting

The financial statements have been prepared in accordance with applicable standards and the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2015) and the Charities Act 2011. The financial statements have been prepared on the accruals basis for the charity continuing as a going concern.

Incoming resources

Incoming resources are reported gross and are included in the statement of financial activities when the charity is entitled to the income and amount can be qualified with reasonable accuracy.

Grants receivable

Grants received prior to the financial year of their intended use are shown as deferred income and will be reported as income in the financial year of their use. All other grants are recognised when receivable.

Restricted funds

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

Designated funds

Funds set aside (from Unrestricted Funds) by the Trustees explicitly for new premises or improvement of existing premises. At any time, and subject to agreement by the Trustees, Designated Reserves can be re-allocated to Unrestricted Funds.

Unrestricted funds

Are donations and other income received or generated to further any of the charity's purposes, spent or applied at the discretion of the trustees, and are available for use as general funds at the discretion of the Trustees.

Governance and administration costs

Governance and administration costs of the charity relate to the costs of running the charity and includes any costs that cannot be specifically identified to direct charitable activities.

Depreciation of tangible assets

Tangible assets for use by the charity are stated at cost less depreciation. Depreciation is charged at rates calculated to write off the cost over their expected useful lives on the following basis:

Office and other fixed equipment, at or greater than a purchase price of £500, depreciated at 25 % on a straight line basis.

Incoming resources

	£	£	£	£
	Unrestricted	Restricted	2021	2020
Grants & Fundraising				
National Lottery Community Fund		73,356	73,356	59,460
Swindon Borough Council		33,000	33,000	33,000
Lloyds Foundation		40,853	40,853	32,251
People's Health Trust				622
Swindon Borough Council Food		10,100	10,100	
Barrow Cadbury		20,000	20,000	
Wiltshire Community Foundation		8,854	8,854	
Royal London				1,261
National Zakat Foundation				400
Yorkshire Building Society				1,496
Swan Mountain		1,979	1,979	1,956
Wiltshire Council		1,967	1,967	
National Benevolent Fund		2,200	2,200	
National Probation Service		5,661	5,661	
Blagrove Trust		8,003	8,003	
ESFA		3,422	3,422	
Sports England		1,094	1,094	
People's Postcode Trust		360	360	
Oakfield Community Response		2,100	2,100	
Anonymous/other grants		25,701	25,701	3,710
Fundraising				18,829
		238,650	238,650	152,985
Donations & Legacies				
Gifts & Donations	20,673		20,673	46,975
Gift Aid Donations	4,470		4,470	4,745
Gift Aid Received	5,867		5,867	4,194
	31,010		31,010	55,914
Other income	2,091		2,091	306
Interest received	111		111	379
	2,202		2,202	685
Total incoming resources	33,212	238,650	271,862	209,584

Resources expended

	£	£	£	£
	Unrestricted	Restricted	2021	2020
Direct Charitable expenses				
Staff Salary costs	11,330	143,259	154,589	131,168
Rent	0	15,750	15,750	14,115
Staff and volunteer travel costs	292	148	440	1,628
Printing, postage and stationery	103	1,351	1,454	3,846
IT and telephone	800	6,315	7,115	8,029
Repairs & Maintenance	0	1,800	1,800	1,619
Bank charges	1,401	0	1,401	290
Accounting and professional fees	420	0	420	420
Other professional fees	0	14,100	14,100	0
Insurance	567	0	567	496
Beneficiary costs	54	2,783	2,837	8,736
Dues & Subscriptions	394	142	536	824
Tuition & Classes	414	2,244	2,658	9,701
Visitor Activities	648	11,109	11,757	11,404
Covid Expenses - Visitor IT Costs	0	16,357	16,357	0
Payroll costs	25	275	300	300
Bookkeeping fees	452	3,154	3,606	4,285
Training	120	1,326	1,446	1,312
Cleaning and catering	60	1,820	1,880	4,355
Covid Expenses - Food parcels	0	19,432	19,432	0
Publicity and advertising	730	0	730	709
Miscellaneous	1,781	135	1,916	373
Fundraising expenses	0	0	0	2,363
Depreciation	1,031	0	1,031	243
Total	20,622	241,500	262,122	206,216

Analysis of restricted funds

Donor	Unused grants b/f	Income received	Resources expended	General Reserves transfer	Unused grants c/f
National Lottery Community Fund		73,356	74,250	-894	
Swindon Borough Council		33,000	36,257	-3,257	
Lloyds Foundation		40,853	41,019	-166	
Swindon Borough Council Food		10,100	10,100		
Swan Mountain		1,979	1,979		
The Barrow Cadbury Fund		20,000	19,987	13	
Wiltshire Community Foundation		8,854	9,854	-1,000	
Wiltshire Council		1,967	1,967		
National Benevolent Fund		2,200	2,200		
National Probation Fund		5,661	5,661		
Blagrove		8,003	8,003		
ESFA		3,422	3,422		
Sports England		1,094	1,094		
Postcode		360	360		
Oakfield		2,100	2,092	8	
Anonymous/other grants		25,701	23,255	2,446	
Total		238,650	241,500	-2,850	

Net movement of resources

The net movement of funds for this financial year is stated after charging:

Depreciation	£1,031
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Taxation

The Harbour Project, as a registered charity, obtains exemption from taxation under section 505 and section 256 Taxation of Chargeable Gains Act 1992.

Tangible fixed assets

	£
Equipment	
Cost	
As at 1 st April 2020	9,324
Addition in year	3,396
Disposals in year	
As at 31st March 2021	12,720
Depreciation	
As at 1 st April 2020	8,595
Charge for year	1,031
On disposals	
As at 31st March 2021	9,626
Net book value	
As at 31 st March 2020	729
As at 31st March 2021	3,094

Debtors

	£ 2021	£ 2020
Accounts Receivable	160	1,233
Other Debtors	1,127	
Income tax refund due on Gift Aid payments	2,835	1,186
	4,122	2,419

Creditors

	£ 2021	£ 2020
Grant aid received in advance*	42,048	8,800
Anonymous/other grants received in advance	20,127	
Other creditors	19,597	9,490
Unrestricted donations received in advance	1,000	2,554
	82,772	20,844

* The following organisations have already advanced us funds in respect of 2021-22.

	£ 2021	£ 2020
National Lottery Community Fund	6,158	6,158
National Benevolent Fund	2,600	
Wiltshire Council	2,675	2,642
Blagrove	11,997	
Swindon Borough Council Food	2,900	
National Probation Fund	4,338	
Magic Little Grants	500	
Tesco	1,166	
ESFA	418	
Sports England	3,094	
Postcode Trust	4,952	
Cassarotto	1,250	
	42,048	8,800

Reserves

	£ 2021	£ 2020
Restricted reserves as at 1 st April 2020	0	5,116
Transferred (to) / from unrestricted reserves	2,850	-7,140
Net income / (expenditure) for year	-2,850	2,024
Restricted reserves as restated at 31st March 2021	0	0
Designated reserves as at 1 st April 2020	150,000	100,000
Transferred from / (to) unrestricted		50,000
Net income / (expenditure) for year		0
Designated reserves as at 31st March 2021	150,000	150,000
Unrestricted reserves as at 1 st April 2020	105,670	147,186
Transferred from / (to) restricted reserves	-2,850	7,140
Net income / (expenditure) for year	12,590	1,344
Transferred to designated funds		-50,000
Unrestricted reserves at 31st March 2020	115,410	105,670
Total reserves as at 31st March 2020	265,410	260,786