

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

REPORT AND FINANCIAL STATEMENTS
For the year ended 05 April 2022

Charity Number 1171669

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 05 April 2022

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Tyne and Wear Centre Against Unemployment

Trustees Annual Report

For the year ended 31 March 2022

The Trustees are pleased to present their annual Trustees' Report together with the financial statements of the charity for the year ended 31 March 2022.

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and 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.

We were established as a charity in January 2017, our aim is to assist unemployed people to live a life of dignity and at the same time assist them to secure the welfare benefits to which they are entitled in order that they can live a decent life.

Some of our clients are unemployed as a consequence of economic reasons and the jobs market, which is not their fault, and we join with them in seeking to explore alternative types of work so they can find sustainable well paid work. Other clients are either ill or disabled and work is not as clear cut as it is for the fit and able bodied, we assist them to get welfare benefit payments and all advances to a better life.

1. Objectives Strategies and Activities for the Year

Overview of the main activities carried out during the year in relation to the charity's purposes

Despite the impact of lockdown and the demolition of our office premises in Newcastle, the work of the TWCAU continued throughout the year. We have continued to develop our delivery of information advice and guidance to unemployed, sick and disabled people across Tyne and Wear.

Due to the large number of referrals, we have had and the large workload of our staff and volunteers we had decided to seek to develop an educational programme, the Claimant Representation Project designed to empower claimants and their families to make their own applications and to represent themselves in respect of Personal Independence Payments and Employment Support Allowance. This has been the main part of our work during the past year. We have also continued to develop our volunteer base and also to advocate for unemployed, sick and disabled people. Shortly before the end of the financial year we were able to secure new premises in Gateshead.

Report of what the charity has achieved during the year and the difference this has made to its beneficiaries

TWCAU successfully delivered our Claimant Representation Project over the course of the financial year, supported by Newcastle City Council and was able to extend the area we were able to reach with the support of the Alex Ferry Foundation who funded the Charity to operate across the Tyne and Wear area. The Charity worked with NHS Staff, Third Sector Volunteers and claimants to deliver the programme, which is aimed at empowering people to represent themselves as well as increasing the capacity of voluntary and other organisations to support their clients.

We are confident that the Project has made a difference, both to individual clients and to other organisations. In addition we worked to support clients with regard to advocacy and in signposting them to additional services. We felt that we were able to adapt to an online and remote delivery during lockdown, which was very important, but also given the vulnerable health of many of our clients, we have continued to employ these strategies alongside face to face meetings and discussions.

2. Public Benefit Statement

It would be impossible for us to recruit and fund enough paid or voluntary staff to deliver the level of service to meet the needs of all of the unemployed, sick and disabled people in Tyne and Wear. There we focus of our work on passing on our knowledge to claimants, their family's friends and to the people in their communities. Our aim is to empower them to sustain and protect their own welfare benefits. We believe that this work also helps to promote self esteem and to empower the Community.

3. Policy on Social Investment

Our policy is to apply for grants on a regular basis, based on what we can realistically deliver, and what will be of benefit to our clients and to the development of our organisation and those who are active within it. We link our aims of our organisation, to the needs of our clients, and onto a better society, because we know at present too many welfare benefit claimants are not living a fulfilled life, that is bad for them, their family and local community, and that effects the wider moral of society.

4. Policy on Grant Making

We do not make grants to individuals or to other charities. Our policy is to apply for grants on a regular basis, based on what we can realistically deliver, and what will be of benefit to our clients and to the development of our organisation and those who are active within it.

5. Contribution by Volunteers

Our volunteers are essential to our delivery plan at every stage, from attending medical assessments with claimants, to helping with form filling to gain the benefits, to making the mandatory reconsideration application, to preparing and attending social security Tribunals. We devote a significant amount of time to training new volunteers.

6. Achievements and Performance

Our plans were disrupted before they got started, as days before the new financial year started, COVID 19 resulted in our organisation and all other organisations in our multipurpose building being closed for most of the year this report covers how we had to convert all of our teaching materials and methods from class room based to on-line zoom training.

The year 2021/2022 has presented the Centre with some challenges as a result of the Pandemic and its impact on our client group. We have been forced to work online during the Pandemic and as a result of the demolition of our former premises. We are now firmly rooted in new premises and making good headway in our work.

Evaluation and outputs

We have been able to successfully deliver against the objectives that we set for the Claimant Representation Project over this financial year. We were supported in this work through grants made by the Newcastle Fund and the Alex Ferry Foundation.

8. Fundraising

The Charity was able to secure funding from a variety of sources, Newcastle City Council, The Alex Ferry Foundation and the Handley Trust as well as other smaller donations from individuals and organisations. In total, we generated £37,003 in donations during the Financial Year.

9. Investments

We purchased two new lap top computers during this financial year. Our activities were restricted due to the lockdown and as such our level of investment was low. We expect to spend more money in the next financial year as a result of our relocation to the new office.

10. Financial Review

Review of the year

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

During the year the Charity had income of £37,222 (2021: £22,609) of which £32,800 was restricted (2021: £9,067) and expenditure of £27,117 (2021: £22,176) of which £24,635 was restricted (2021: £9,067). There was an operating surplus of £10,105 (2021: £433) of which £8,165 was restricted (2021: £nil).

At 31 March 2022 the Charity had net assets of £21,854 (2021: £11,749) of which £8,165 was restricted (2021: £nil).

Reserves policy/Going concern

The Trustees consider the level of reserves, £13,689 (2021: £11,749), prudent for the Charity at this time taking into account potential liabilities in the event that the charity ceased. Our Reserves Policy is reviewed annually.

11. Risk Management

We place the highest priority on safety and wellbeing of our clients and staff and volunteers, we have a management team on hand to respond to all possible and real conflicts that may arise in the day to day running of our organisation and also to guarantee our policy and financial security as an organisation. Plans for future periods to expand our training program across Tyne and Wear.

12. Plans for the future

Our aim is expand and develop our work with clients, drawing in new volunteers and also to establish our presence within Gateshead. We are keen to balance our growth and development against the development of our volunteer network. As such, we want to emphasise training and consolidation of new volunteers to ensure that we are not overwhelmed by the anticipated increase in clients requiring support following the pandemic.

13. Reference and administrative details of the charity, its trustees and advisors

Registered charity name	Tyne and Wear Centre Against Unemployment
Charity number	1171669
Registered office	42 Bellingham Close Wallsend Tyne and Wear NE28 9DT
Trustees and Members of the Board	Terry McPartlan (resigned 30 June 2021) Roger Nettleship Dave Allan Nick Fray Catriona Hackney-Huck Kevin Flynn
Chief Executive Officer	Kevin Flynn Company Secretary
Independent Examiner	Doug Maltman FMAAT Connected Voice Business Services Ltd Higham House Higham Place Newcastle upon Tyne. NE1 8AF.

14. Structure, governance and management

Board Induction and Training

New Board Members are introduced to the work of the organisation and informed of their legal roles and responsibilities at an induction meeting. The induction and training programme for new Board Members includes:

- A briefing by the Chair or Company Secretary
- An explanation of roles and responsibilities as a Board Member
- Copies of the main charity documents including the Memorandum and Articles of Association and the Financial Statements
- Copy of the business plan and most recent evaluation report
- Copies of recent board papers including budgets and management accounts
- A copy of the Charity Commission publication "How to be an Effective Trustee"
- A copy of the governance structure.

15. Statement of Trustee Responsibilities

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity SORP requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of incoming resources and application of resources, including the receipts and payments of the charity for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 26.01.2023 and signed on their behalf by:

R Nettleship

Chair

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 05 April 2022

I report on the financial statements of Tyne And Wear Centre Against Unemployment for the year ended 05 April 2022, which are set out on pages 7 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

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

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention 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 if the requirements that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I 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.

Doug Maltman FMAAT
Connected Voice Business Services Ltd
Higham House
Higham Place
Newcastle upon Tyne
NE1 8AF
Date: 31.01.2023

STATEMENT OF RECEIPTS AND PAYMENTS

For the year ended 05 April 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Receipts:					
Voluntary Receipts					
Donations, gift aid and legacy	5	2,203	-	2,203	2,047
Charitable activities					
Grants and contracts	6	2,219	32,800	35,019	20,057
Other trading activities	7	-	-	-	505
Total receipts		4,422	32,800	37,222	22,609
Payments:					
Charitable activities					
Operation of the charity	8	2,482	24,635	27,117	22,176
Total payments		2,482	24,635	27,117	22,176
Reconciliation:					
Net of receipts/payments		1,940	8,165	10,105	433
Cash funds last year end		11,749	-	11,749	11,316
Cash funds this year end		13,689	8,165	21,854	11,749

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 9 to 15 form an integral part of these accounts.

STATEMENT OF ASSETS AND LIABILITIES

As at 05 April 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
Cash funds:					
Cash at bank and in hand	14	13,689	8,165	21,854	11,749
Assets retained for charity's own use					
IT equipment				552	423
Liabilities	15			1,483	1,705

These financial statements were approved by the Board on: 31.01.2023

and are signed on its behalf by: R Nettleship
Chair

and are signed on its behalf by: P Holland
Treasurer

The notes on pages 9 to 15 form an integral part of these accounts.

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2021

1 Accounting Policies

The accounts have been prepared on the receipts and payments basis. An audit is not required by the charity's constitution and has not been requested by the trustees.

2 Basis of accounting

2.1 Basis of preparation

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland – Charities SORP, the Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £13,689. The trustees are of the view that the immediate future of the charity is secure and that on this basis the charity is a going concern.

3 Receipts

3.1 Recognition of receipts

Receipts are recognised when the charity has received the resources.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or receipts and payments, unless required or permitted by SORP.

3.3 Grants and donations

Receipts from government and other grants is recognised when the charity has received the funds.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.5 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

4 Payments and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2021

4.2 Charitable activities

Expenditure on charitable activities includes the costs of work and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the payment was incurred.

4.5 Liabilities

The charity has liabilities which are measured at settlement amounts less any trade discounts.

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2022

Analysis of receipts

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
5 Donations and legacies				
Donations and gifts	1,963	-	1,963	1,490
Unite South of Tyneside	240	-	240	240
Other	-	-	-	317
	<u>2,203</u>	<u>-</u>	<u>2,203</u>	<u>2,047</u>
6 Charitable activities				
<u>Income from grants</u>				
The Handley Trust	-	8,250	8,250	8,750
Alex Ferry Foundation	-	5,200	5,200	-
Newcastle City Council	-	19,350	19,350	-
HMRC Job Retention Scheme	2,219	-	2,219	11,307
	<u>2,219</u>	<u>32,800</u>	<u>35,019</u>	<u>20,057</u>
7 Other trading activities				
Fundraising	-	-	-	505
	<u>-</u>	<u>-</u>	<u>-</u>	<u>505</u>

Income was £37,222 (2021: £22,609) of which £4,422 was unrestricted or designated (2021: £13,542) and £32,800 was restricted (2021: £9,067)

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2022

Analysis of payments on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
8 Charitable activities				
<u>Direct costs</u>				
Salaries	-	19,040	19,040	16,712
Volunteer expenses	-	-	-	-
Room hire	-	-	-	-
<u>Support costs</u>				
Telephone	-	-	-	56
Printing, postage and stationary	312	-	312	275
Rent	-	5,595	5,595	4,196
IT equipment	1,038	-	1,038	632
Subscriptions	35	-	35	35
Payroll fees	357	-	357	175
Bank charges	72	-	72	92
Other expenses	200	-	200	3
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	468	-	468	-
	<u>2,482</u>	<u>24,635</u>	<u>27,117</u>	<u>22,176</u>

Expenditure on charitable activities was £27,117 (2021: £22,176) of which £2,482 was unrestricted or designated (2021: £13,109) and £24,635 was restricted (2021: £9,067)

9 Fees for examination of the accounts

	2022 £	2021 £
Independent examiner's fees for reporting on the accounts	468	-
Other accountancy services paid to the examiner	357	175
	<u>825</u>	<u>175</u>

There were no other fees paid to the examiner (2020: £nil)

10 Analysis of staff costs and the cost of key management personnel

	2022 £	2021 £
Salaries and wages	19,040	16,640
Social security costs	-	72
	<u>19,040</u>	<u>16,712</u>

No employee received remuneration above £60,000 (: nil)

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2022

The key management personnel of the charity, comprise the trustees.. The total employee benefits of the key management personnel of the charity were £nil.

11 Staff numbers

The average monthly head count was 1 staff (2021: 1 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2022 Number	2021 Number
The parts of the charity in which the employee's work		
Charitable activities	1.0	1.0
	1.0	1.0

12 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Other trustees' transactions

During the year, trustees made donations to the charity.

	2022 Amount £	2021 Amount £
Donations of unrestricted nature	240	240
	240	240

13 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

14 Cash at bank and in hand

	2022 £	2021 £
Holding account	-	(1,387)
Cash at bank and in hand	21,854	13,136
	21,854	11,749

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2022

15 Liabilities (payable within 1 year)

	2022 £	2021 £
Accruals		
Independent examination of accounts	468	468
Other accruals	547	769
Other liabilities	468	468
	1,483	1,705

16 Events after the end of the reporting period

Due to the COVID-19 pandemic, it has put pressure on all businesses in 2021-22. It should be noted that the liabilities are being paid when the payments are falling due.

No other significant events affecting the Company since the year end.

17 Analysis of charitable funds

Analysis of movements in unrestricted funds As at 5 April 2022

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	11,749	4,422	(2,482)	-	13,689
Totals	11,749	4,422	(2,482)	-	13,689

As at 5 April 2021

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	11,316	13,542	(13,109)	-	11,749
Totals	11,316	13,542	(13,109)	-	11,749

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2022

Analysis of movement in restricted funds As at 5 April 2022

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
The Handley Trust	-	8,250	(8,250)	-	-
Newcastle City Council	-	19,350	(13,785)	-	5,565
Alex Ferry Foundation		5,200	(2,600)	-	2,600
Totals	-	32,800	(24,635)	-	8,165

As at 5 April 2021

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
The Handley Trust	-	9,067	(9,067)	-	-
Totals	-	9,067	(9,067)	-	-

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

The Handley Trust	Funds to cover salary and rent costs.
Newcastle City Council	Funds to cover salary costs.
Alex Ferry Foundation	Claimant Representation Project salary costs

18 Capital commitments

As at 05 April 2022, the charity had no capital commitments (2021 £nil)