

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

**REPORT AND FINANCIAL STATEMENTS
For the year ended 05 April 2023**

Charity Number 1171669

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 05 April 2023

Contents	Page
Trustees' annual report	1 to 6
Independent examiners report	7
Statement of Receipts and Payments	8
Statement of Assets and Liabilities	9
Notes to the financial statements	10 to 16

Tyne and Wear Centre Against Unemployment

Trustees Annual Report

For the year ended 31 March 2023

The Trustees are pleased to present their annual Trustees' Report together with the financial statements of the charity for the year ended 31 March 2023.

The financial statements comply with the Charities Act 2022, 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:

Following the demolition of our office premises in Newcastle, we moved into new premises in Central Gateshead in May 2022. This allowed us to essentially relaunch the Centre and to make headway in developing our work in Gateshead, while maintaining our existing links and networks in Newcastle and around Tyne and Wear.

During the year, we concentrated on further developing our Client Representation Project, which is aimed at empowering claimants and their families where possible to make their own applications and to represent themselves at appeals in respect of Personal Independence Payments and Employment Support Allowance.

We continue also to represent people when they require support at Benefit Appeal and our success rate has remained very high.

Alongside this project, we have continued to offer information, advice and guidance to support unemployed, sick and disabled people across Tyne and Wear.

We have continued to develop our volunteer base and to make contact with new supporters and partner organisations.

We now have our own website, which has generated a number of referrals, and we have continued to develop our presence on social media, while also distributing a range of leaflets and materials to potential clients, informing them about the type of support and assistance that they can access through our Charity.

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

Building on the work, we did last year with the support of Newcastle City Council we were able to continue to deliver the Claimant Representation project with the support of the Alex Ferry Foundation and with new support from the National Lottery Awards for All fund. This new funding allowed us to work more widely across the Tyne and Wear area.

We have continued to offer training to other organisations and to Volunteers to build capacity in the area to support clients with PIP and ESA Appeals.

We have had some significant successes in supporting individuals with a high success rate at tribunal level and in supporting people to make successful claims.

We have also supported people with Careers Guidance and also with Employability skills, as well as developing our advocacy work in relation to local and national government, employment issues and general support to vulnerable unemployed, sick and disabled people. We continue also to signpost people to specialist and other organisations where necessary and appropriate.

We are confident that the project made a difference to people in 2022/23 and that we will continue to do so in the future. The immediate difficulties that we encountered during lockdown have subsided, but no doubt like many other organisations we recognise that the impact of lockdown is longer term, with a certain dislocation in services and also a need to reconnect with people. We are confident that we have made significant steps forward in addressing these issues. Not least, in respect of social media and our website as well as continuing where necessary to use Zoom and hybrid approaches to meetings. This has proven very valuable in connecting with those clients and partners who are concerned about the ongoing threat of Covid.

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. Therefore, we focus of our work on passing on our knowledge to claimants, their family's friends and to the people in their communities with whom we are able to connect. 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 seek always to diversify the sources of funding we access to ensure that we do not become reliant on a single large grant. 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 the successful work of the Charity. They are central to our delivery plan at every stage, from attending medical assessments with claimants, to helping clients with form filling to apply for benefits, to making Mandatory Reconsideration Applications, up to and including preparing and attending Social Security Tribunals. We devote a significant amount of time to training new volunteers.

6. Achievements and Performance

The impact of Covid and our forced move to Gateshead meant that we did suffer some dislocation of service and had to relaunch our work in a different area.

We worked hard during the year to restore our services to pre Covid levels and to reengage with service users. Moving to Gateshead allowed us to do a lot of work in advertising our services and making contact with new clients.

This proved to be a success and we saw a steady growth in business over the year.

We benefited from an additional emphasis on Social Media and from the launch of our Website twcau.org.uk

We were able to continue with our training programmes and in our representation project. The grants from the National Lottery Awards for All Programme and the Alex Ferry Foundation have been particularly valuable in enabling us to deliver the Client Representation Project across Tyne and Wear, whereas previously we were largely tied to working in Newcastle as we were funded by Newcastle City Council.

Our new premises are larger and more accessible than our previous office and are Shop Front Premises on a main road, which means they are very visible. We are also situated very near to the Bus and Metro stations.

7. 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 National Lottery Awards for All Programme and the Alex Ferry Foundation.

8. Fundraising

The Charity was able to secure funding from a variety of sources, The National Lottery Awards for All programme, The Alex Ferry Foundation and the Handley Trust as well as other smaller donations from individuals and organisations. Our aim is to diversify our funding as much as possible to avoid reliance on any individual funding stream.

9. Investments

Following our move to new premises, we purchased a number of items of furniture and a new Hoover, but our biggest investment was in improving our printing facilities by hiring a large A3 printer.

We have begun to generate some money through printing which we have used to support our expenditure on volunteer expenses.

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 £24,349 (2022: £37,222) of which £18,850 was restricted (2022: £32,800) and expenditure of £29,653 (2022: £27,117) of which £20,595 was restricted (2022: £24,635). There was an operating deficit of £5,304 (2022: surplus of £10,105) of which a deficit of £1,745 was restricted (2022: surplus of £8,165).

At 31 March 2023 the Charity had net assets of £16,550 (2022: £21,854) of which £6,420 was restricted (2022: £8,165).

Reserves policy/Going concern

The Trustees consider the level of reserves, £10,130 (2022: £13,689), 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, developing new services and also to further develop our presence in Gateshead, now that we are firmly established in our new premises.

We are always keen to balance our growth and development against the development of our volunteer network. As such, we always seek to emphasise training and consolidation of new volunteers to ensure that we are able to keep pace with the demand from clients.

We are keen to develop our staffing levels and also to expand our work with women and minority ethnic communities. We received confirmation that we have received two grants that will allow us to develop this work, shortly before the end of the financial year.

We are also hoping to deliver Basic Skills Programmes in Maths and English and also Professional Careers Advice and Guidance. This reflects the skills within our staff and volunteer team.

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:

11 Interchange Centre

West Street

Gateshead

Tyne and Wear

NE8 1BH

Trustees and Members of the Board:

Roger Nettleship – Chair of Trustees

Kevin Flynn – Company Secretary and Trustee

Catriona Hackney-Huck – Vice Chair of Trustees

David Stead – Trustee appointed April 2022

Peter Holland – Trustee appointed April 2022

Gail Ward – Trustee appointed January 2023

John Harrison – Trustee appointed January 2023

Dave Allan - Trustee

Nick Fray – Trustee resigned April 2022

Chief Executive Officer: Kevin Flynn Company Secretary

Independent Examiner: Doug Maltman FMAAT

Connected Voice Business Services Ltd

One Strawberry Lane

Newcastle upon Tyne.

NE1 4BX

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.

To be approved by the Trustees on 23.01.2024 and signed on their behalf by:

R Nettleship

TYNE AND WEAR CENTRE AGAINST UNEMPLOYMENT

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 05 April 2023

I report on the financial statements of Tyne And Wear Centre Against Unemployment for the year ended 05 April 2023, which are set out on pages 8 to 16.

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 2022 ("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
Fellow of the Association of Accountancy Technicians
Connected Voice Business Services Ltd
One Strawberry Lane
Newcastle upon Tyne
NE1 4BX
Date: 23.01.2024

STATEMENT OF RECEIPTS AND PAYMENTS

For the year ended 05 April 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<u>Receipts:</u>					
Voluntary Receipts					
Donations, gift aid and legacy	5	2,109	-	2,109	2,203
Charitable activities					
Grants and contracts	6	2,500	18,850	21,350	35,019
Other trading activities	7	890	-	890	-
Total receipts		5,499	18,850	24,349	37,222
<u>Payments:</u>					
Charitable activities					
Operation of the charity	8	9,058	20,595	29,653	27,117
Total payments		9,058	20,595	29,653	27,117
<u>Reconciliation:</u>					
Net of receipts/payments		(3,559)	(1,745)	(5,304)	10,105
Cash funds last year end		13,689	8,165	21,854	11,749
Cash funds this year end		10,130	6,420	16,550	21,854

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 10 to 16 form an integral part of these accounts.

STATEMENT OF ASSETS AND LIABILITIES

As at 05 April 2023

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Cash funds:					
Cash at bank and in hand	14	8,385	8,165	16,550	21,854
Assets retained for charity's own use					
IT equipment				552	552
Liabilities	15			832	1,483

These financial statements were approved by the Board on: 23.01.2024

and are signed on its behalf by: R Nettleship
Chair

and are signed on its behalf by: G Ward
Vice Chair

The notes on pages 10 to 16 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 2022.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £10,130 . 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 2023

Analysis of receipts

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
5 Donations and legacies				
Donations and gifts	1,804	-	1,804	1,963
Unite South of Tyneside	260	-	260	240
Other	45	-	45	-
	<u>2,109</u>	<u>-</u>	<u>2,109</u>	<u>2,203</u>
6 Charitable activities				
<u>Income from grants</u>				
The Handley Trust	-	3,750	3,750	8,250
Alex Ferry Foundation	-	4,500	4,500	5,200
Newcastle City Council	-	-	-	19,350
HMRC Job Retention Scheme	-	-	-	2,219
Community Foundation	-	1,000	1,000	-
National Lottery	-	9,600	9,600	-
Roy & Pixie	2,500	-	2,500	-
	<u>2,500</u>	<u>18,850</u>	<u>21,350</u>	<u>35,019</u>
7 Other trading activities				
Fundraising	890	-	890	-
	<u>890</u>	<u>-</u>	<u>890</u>	<u>-</u>

Income was £24,349 (2022: £37,222) of which £5,499 was unrestricted or designated (2022: £4,422) and £18,850 was restricted (2022: £32,800)

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2023

Analysis of payments on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
8 Charitable activities				
<u>Direct costs</u>				
Salaries	693	18,720	19,413	19,040
Volunteer expenses	50	-	50	-
<u>Support costs</u>				
Travel	493	-	493	-
Fundraising costs	194	-	194	-
Telephone	358	-	358	-
Printing, postage and stationary	1,840	-	1,840	312
Rent	4,186	1,875	6,061	5,595
IT equipment	173	-	173	1,038
Subscriptions	35	-	35	35
Payroll fees	178	-	178	357
Bank charges	78	-	78	72
Other expenses	-	-	-	200
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	780	-	780	468
	<u>9,058</u>	<u>20,595</u>	<u>29,653</u>	<u>27,117</u>

Expenditure on charitable activities was £29,653 (2022: £27,117) of which £9,058 was unrestricted or designated (2022: £2,482) and £20,595 was restricted (2022: £24,635)

9 Fees for examination of the accounts

	2023 £	2022 £
Independent examiner's fees for reporting on the accounts	780	468
Other accountancy services paid to the examiner	178	357
	<u>958</u>	<u>825</u>

There were no other fees paid to the examiner (2022: £nil)

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

	2023 £	2022 £
Salaries and wages	19,413	19,040
	<u>19,413</u>	<u>19,040</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 2023

The key management personnel of the charity, comprise the trustees.. The total employee benefits of the key management personnel of the charity were £nil (2022: £nil).

11 Staff numbers

The average monthly head count was 1 staff (2022: 1 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2023 Number	2022 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.

	2023 Amount £	2022 Amount £
Donations of unrestricted nature	250	240
	250	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

	2023 £	2022 £
Holding account	1,387	-
Cash at bank and in hand	15,163	21,854
	16,550	21,854

Tyne And Wear Centre Against Unemployment

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 05 April 2023

15 Liabilities (payable within 1 year)

	2023 £	2022 £
Accruals		
Independent examination of accounts	468	468
Other accruals	270	547
Other liabilities	94	468
	832	1,483

16 Events after the end of the reporting period

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 2023

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	13,689	5,499	(9,058)	-	10,130
Totals	13,689	5,499	(9,058)	-	10,130

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

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 2023

Analysis of movement in restricted funds As at 5 April 2023

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Restricted funds					
The Handley Trust	-	1,875	(1,875)	-	-
Newcastle City Council	5,565	-	(1,745)	-	3,820
Alex Ferry Foundation	2,600	4,500	(4,500)	-	2,600
Community Foundation	-	1,000	(1,000)	-	-
National Lottery	-	9,600	(9,600)	-	-
Totals	8,165	16,975	(18,720)	-	6,420

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

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
Community Foundation	Funds to cover salary costs.
National Lottery	Funds to cover salary costs.

18 Capital commitments

As at 05 April 2023, the charity had no capital commitments (2022 £nil)