

TYNESIDE WELCOMES

England & Wales · Charity number 1183738

Details

Status Registered

Legal form CIO

Registered 2019-06-05

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

Contact

Address 11 Victoria Avenue
Newcastle Upon Tyne
NE12 8AX

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Website www.tynesidewelcomes.org

Activities

Objects: THE FOLLOWING OBJECTS ARE FOR THE PUBLIC BENEFIT OF REFUGEES AND THEIR HOST COMMUNITIES IN NORTHEAST ENGLAND:-(1) TO RELIEVE POVERTY AND TO PRESERVE AND PROTECT THE PHYSICAL AND MENTAL HEALTH OF THOSE GRANTED REFUGEE STATUS AND THEIR DEPENDANTS PARTICULARLY BY PRACTICAL SUPPORT, ADVICE AND ASSISTANCE WITH THE PROVISION OF HOUSING;(2) TO ADVANCE THE EDUCATION AND TRAINING OF THOSE GRANTED REFUGEE STATUS AND THEIR DEPENDENTS IN NEED THEREOF SO AS TO ADVANCE THEM IN LIFE AND ASSIST THEM TO ADAPT WITHIN A NEW COMMUNITY.IN FURTHERANCE OF THE ABOVE 2 PURPOSES THE ORGANISATION WILL SPONSOR THE INTEGRATION OF REFUGEES AND LOCAL COMMUNITIES THROUGH PRACTICAL ACTION AND SUPPORTIVE PARTNERSHIPS WITH STATUTORY AND OTHER AGENCIES.

Activities: Resettle refugee families under the Government Community Sponsorship scheme. Practical support for and promote health of the families.Advance the education & training of each resettled family member. Sponsor integration of refugees and local communities through practical action and partnerships with statutory and other agencies.Encourage and support other Tyneside Community Sponsorship groups

Classification

- **How:** Makes Grants To Individuals, Provides Other Finance, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** Education/training, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** IN NORTHEAST ENGLAND
- Gateshead
- Newcastle Upon Tyne City
- North Tyneside
- Northumberland
- South Tyneside

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£12,867	£3,101	-	-
2024-06-30	£16,818	£23,120	-	-
2023-06-30	£36,143	£48,563	-	-
2022-06-30	£34,294	£13,409	-	-
2021-06-30	£6,150	£3,773	-	-
2020-06-30	£13,171	£805	-	-

Trustees

Name	Role	Appointed
Judith McSwaine	Chair	2021-10-04
Azad Nebi Hasan		2023-11-09
Barbara Jeanette McKay		2024-09-10
Iain Alasdair Michael Wilson		2021-10-04
Jane Mary Young		2019-11-27
Lindsay Brigham		2019-10-30
Richard Getliff Young		2021-10-04
Sally Mitchison		2019-10-30
Simon William Wilson		2024-06-13

TYNESIDE WELCOMES

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Trustees' Report to the AGM July 2024 – June 2025

1 TW has completed its 5th year.

Achievements to date:

settled 4 families in the area into accommodation secured by our volunteers;

made good links with other charities locally working with asylum seekers and refugees;

supported families to access primary health care services;

advocated for family members with DWP and other agencies;

provided consistent support with long term, complex health issues;

helped families find school places for their children and manage transitions to High School;

enabled children to engage in suitable holiday activities;

provided cycles and cycle training;

introduced family members to social activities near them;

supported adults to access English Language classes and provided materials and sessions in their home;

enabled one family to move on to a private (philanthropic) rental at the end of initial tenancy;

advocated for families seeking accommodation at the end of their initial tenancy.

Volunteer groups have met together regularly throughout to plan and respond to the changing circumstances of each family

All of this and much more.



2 Volunteers have given a huge amount of time which we did not tot up but we should have done. We have all learned a great deal about the process of settling into the UK, our benefits system, health services and how to use Google translate.

Many volunteers have contributed by doing “behind the scenes work” needed to draw up policies and guidelines. Peter Nicklin is especially thanked for steering us through the requirements of GDPR.

We have provided feedback to the Home Office, RESET and the Commission for Refugees on aspects of Community Sponsorship and our perception of the challenges refugees experience in the UK.

Volunteers have been amazed and inspired by the people we have supported – their resilience, patience and adaptability. Volunteers have increased awareness within their communities of what refugees’ need at the end of their journey to safety and sanctuary.

3 We have kept in close touch with two of the families this year and will continue to do so while they put down roots in the area.

family A

They continue to live in a privately rented 2-bedroom house which they love and regret that it is far too small for their family of six. Their three-year-old shares her parent’s room but really needs her own room. They are still in Band C and although they check the appropriate website as soon as new tenancies are made available but find no suitable tenancies.

The children are all doing well at school however their mother feels that the breadth of their English vocabulary is preventing them achieving higher marks. She has identified that this issue is also impacting on the grades she is achieving academically. She is addressing this by encouraging the children to read novels and she is doing the same.

This has been another eventful year for the ‘Y’ family

- The adults have continued their English language studies at Newcastle College

Many continued with their own and submitted their

4 It has become clear during this last year that the Community Sponsorship model can harness the energy and enthusiasm of people to reach out and support refugees. However, Trustees are aware of two important factors the influencing how we move forward:



- 4.1 the difficulty of securing accommodation at Local Housing Allowance rates when local authority and other social housing is in short supply and the private rented sector is under pressure;
- 4.2 the commitment we ask of volunteers to support families for 2, or more, years **and** do everything necessary to run the charity (a pre-requisite of the Community Sponsorship model).

During the year Trustees have grappled with these issues. We have also listened to what other charities are doing for refugees and asylum seekers locally.

We feel the Charity needs to re-assess, perhaps even re-set. This will be the work of the Trustees in the coming year. Everyone who has volunteered, donated and supported TW thus far is invited to contribute to this process. You have all done so much over the past 5 years – the next phase of TW needs to be decided upon together.

Report compiled by

Judith McSwaine

Barbara McKay Y family

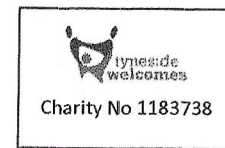
Jane Young A family

Tyneside Welcomes Statement of accounts year ending 30 June 2025



<i>Income</i>	£	<i>Expenditure</i>	£
Opening balance	16,838.53		
Donation	1,092.00	Bank charge	-49.20
Donation - regular	3,161.51	Donation	-800.00
Family Expenses	270.00	Family Expenses	-1,325.18
Fundraising	1,043.88	Fundraising	-50.00
Gift aid	1,690.32	Fundraising Expenses	-12.00
Grant	5,329.59	Insurance	-316.56
Interest	74.80	Miscellaneous	-100.00
volunteer expenses	205.50	Property Expenses	-73.44
		Translation	-61.40
		volunteer expenses	-85.97
		Website	-228.18
Total	12,867.60	Total	-3,101.93
Total Income	12,867.60		
Add opening balance	16,838.53		
	29,706.13		
Less total expenditure	-3,101.93		
	26,604.20		
Less reserves	-7,000.00		

Tyneside Welcomes Statement of accounts year ending 30 June 2025



Available funds 19,604.20

Reconciliation	
<u>Balance in bank</u>	
Co-operative	7,490.40
Triodos	19,113.80
Total	26,604.20
Ringfenced funds	£0
Reserved funds	£7,000
<u>Available funds</u>	<u>£19,604.20</u>
<hr/>	
<u>balance forward 30 June 2025</u>	<u>26,604.20</u>
balance forward 30 June 2024	16,838.53
balance forward 30 June 2023	23,140.00
balance forward 30 June 2022	35,560.00

Prepared by
 Judith McSwaine Date
Judith McSwaine 2nd September 2025

Checked by
 Ed McKay
Ed McKay 2/9/25

Independent examiner's report to the trustees of Tyneside Welcomes on the charity's accounts for the period 1 July 2024 – 30 June 2025

I report to the trustees on my examination of the accounts of the Tyneside Welcomes (TW) for the year ended 30 June 2025.

Responsibilities and basis of report

As the 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 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) 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 that:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or that
2. the accounts do not accord with those records, and that
3. the charity's funds are not used in pursuit of the charity's charitable objectives.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: 

Name: EDWARD MCKAY

Address: 23 SANDRINGHAM AVENUE NE12 8JX

Date: 2/9/25

TYNESIDE WELCOMES

England & Wales - Charity number 1183738

Accounts



Trustees' Annual Report for the period

From 01 July 2023 Period start date To 30 June 2024 Period end date

Charity name: **Tyneside Welcomes**

Charity registration number: **1183738**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Tyneside Welcomes exists for the public benefit of refugees and their host communities in Northeast England:-</p> <p>(1) To relieve poverty and to preserve and protect the physical and mental health of those granted refugee status and their dependants particularly by practical support, advice and assistance with the provision of housing;</p> <p>(2) To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community; and</p> <p>In furtherance of the above 2 purposes the organisation Tyneside Welcomes sponsors the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The way we achieve 1 and 2 is through the community sponsorship scheme (the community version of the UK Resettlement Scheme -UKRS- utilised by Local Authorities) with the Home Office. We fundraise for the required 9K per family, identify housing, develop a resettlement plan covering ESOL, education, cultural orientation and integration, support with banking, benefits and budgeting, volunteering and employment and accessing health and other relevant services. We submit applications to the Home Office and when approved we sign up to a contract to provide support services to the family.</p> <p>We have developed a one organisation model whereby, through a core group of lead sponsors, we provide lead sponsorship for emerging community sponsorship groups that establish 'branches' of Tyneside Welcomes. We currently have the original Forest Hall branch plus the Gosforth Welcomes branch.</p>

		<p>Working on a broader geographical basis means we have had to build relationships with three Local Authorities: North Tyneside, Gateshead and Newcastle. We have been successful in getting approval to operate community sponsorship in all three Local Authority areas.</p> <p>The specific activities we have been involved with have been.</p> <ul style="list-style-type: none"> - Transition to independence for the first family in Forest Hall (arrived 1 July 2021). We have identified a more suitable property for them via a private landlord in Forest Hall and they moved in February 2023. Tyneside Welcomes have taken on the property management role for the house for the duration of the 2 years lease. We supported them in getting on Tyne and Wear Homes register and with application for Indefinite Leave to Remain/citizenship status for their children. - Post-arrival meetings with RESET were positive for all families - The Gosforth branch are successfully settling a family of 4 in the Ouseburn area and are providing daily support and advice and organising social activities. - Fundraising efforts have reduced because of time dedicated to supporting families but donations are still healthy i.e. individual donations and standing orders. - Identifying properties. We identified landlords willing to rent their properties at the housing benefit allowance cap. In all cases this entailed taking on some property management responsibilities.
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<p>Para 1.18</p>	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit. New Trustees have been sent government guidance on becoming a trustee and had induction by zoom on Tyneside Welcomes constitution and charitable objectives.</p> <p>https://www.gov.uk/government/publications/charity-trustee-welcome-pack</p> <p>We have recruited a Trustee with experience of being a refugee.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	<p>SORP reference</p>	
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Policy on grant making	Para 1.38	Tyneside Welcomes does not make grants.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	<p>We have now had over 3 years' experience in supporting the original Forest Hall family and welcomed a further family in the previous financial year. Experienced volunteers are mentoring newer volunteers and providing cross branch support.</p> <p>All Tyneside Welcomes activity is volunteer-led. No member or Trustee has received payment. Volunteers have given skills and resources to which they have access – financial, governance administrative, safeguarding, support, fundraising and other professional skills, time and effort. This has put us in the position that we have the combined skills, expertise and resources to resettle multiple families.</p> <p>The lead sponsorship support we provide to our new branches is voluntary and without any charge. We have also been able to provide pump prime funding to enable new branches to rapidly submit applications to the Home Office and receive families. As described previously, there have been challenges with two family breakdowns. This put a huge amount of pressure on volunteers.</p>
Other		<p>Following our successful bid to the Community Foundation for a small grant (£3,700) to cover training costs and one year membership of Tyne and Wear Citizens, we undertook a range of volunteer training.</p>

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<ul style="list-style-type: none"> - We have continued to support the latest household that we sponsored, including support for complex and enduring medical issues, so that they are resettling successfully. - We have developed relationships with Local Authorities and other stake-holders and provided financial management and governance within Tyneside Welcomes so that the family welcomed last year is supported to resettle in the UK.

		<p>- Positive examples of resettlement have knock on effects; changing attitudes and promoting inclusivity in local communities.</p> <p>-we have taken an outreach approach to use of social media so interested parties are aware of what we are doing through our blog and Facebook and Instagram posts whilst avoiding undue publicity on the family themselves and their refugee status.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We have found it extremely difficult to source further suitable accommodation, which has restricted our ability to welcome further households
Performance of fundraising activities against objectives set	Para 1.41	We have managed our existing commitments and have sufficient funds, including an enhanced reserve, to consolidate our work and to plan another application to the Home Office.
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The end of year balance for 2023/2024 was:</p> <p>Triodos: £10,095 Cooperative Bank: £6,743</p> <p>Total: £16,839</p> <p>(Please see financial report added separately)</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have a reserves policy, following recommendations from our external assessor. We maintain a reserve of £7K unrestricted funding as a contingency for unexpected events e.g. covering for emergency repairs, additional costs incurred by family breakdown. We do not employ staff and have very small running costs so this should be sufficient but we will keep it under review.
Amount of reserves held	Para 1.22	£7K
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The main uncertainty is Government Policy related to the Community Sponsorship model. Our reliance on volunteers brings with it the assumption (and associated risk) that there will be people willing to undertake the work on an ongoing basis. We have taken on additional responsibilities such as property management, for the Forest Hall and Gosforth families. These are not our core strengths.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Tyneside Welcomes' principal sources of funding are through donations (both one off and standing orders) and fundraising events. We received a Community Foundation grant of £3.700 last year.
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	We have compiled a Risk Register which is appended below
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appropriate relevant experience at right level, as decided by existing trustees. Two trustee references are taken up. We aim to increase diversity among the Trustees. We now have one Trustee with experience of being a refugee and significant experience supporting refugees and asylum seekers. We are also encouraging representation across new branches of Tyneside Welcomes. A recruitment and selection process has been implemented and is overseen by the Finance and Governance Group.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees meetings include informal time to support those new to the role and to discuss the attendant responsibilities. The Chair and other Trustees meet individually with new Trustees to help induct them.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The formal members of the CIO are the Trustees. All Trustees are also members of the Co-ordinating Committee (CC) which has a crucial role in agreeing expectations and informing and supporting the Trustees. Trustees maintain a full overview of these activities. Individual branches meet regularly and report to Coordinating Committee and Trustee meetings. All safeguarding and financial decisions are taken by Trustees, not the Co-ordinating Committee, although the Trustees seek the views of the CC. Branches with active sponsorship in place hold monthly informal support events for volunteers, where issues and questions can be sensitively explored. Tyneside Welcomes supports the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies. We have external links with: RESET/Home

		Office, SponsorRefugees, North Tyneside Council, Newcastle City Council, Gateshead Council, Home Group, North East Landlords, Newcastle and Northumbria Universities, and the Diocese of Hexham and Newcastle. Our volunteers also volunteer or work with Walking With, Asylum Matters, Amnesty International, and West End Refugee Service. Tyneside Welcomes is currently a member of Tyne and Wear Citizens, with the chair of Trustees also on the Citizens' leadership team so this gives us access to a broader network of organisations.
Relationship with any related parties	Para 1.51	Since our approval as a Principal Sponsor we are a member of the Lead Sponsors Network.
Other		

Reference and Administrative details

Charity name	Tyneside Welcomes
Other name the charity uses	
Registered charity number	1183738
Charity's principal address	11 Victoria Avenue Newcastle upon Tyne NE12 8AX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Young	Chair	From 01 October 2019 - Term of office extended to 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
2	Allie Wilson		4 October 2021 – 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
3	Sally Mitchison	Safeguarding Lead	From 30 October 2019 To 29 October 2022 (extended to 29 October 2025)	Panel of selected Trustees overseen by Finance and Governance Group
4	Lindsay Brigham	Secretary	From 30 October 2019 To 29 October 2022 (extended to 29 October 2025)	Panel of selected Trustees overseen by Finance and Governance Group
5	Jane Mary Young		From 27 November 2019 To 26 November 2022 (extended to 26 November 2025)	Panel of selected Trustees overseen by Finance and Governance Group
6	Judith McSwaine	Treasurer	From 4 October 2021 – 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
7	Melissa Schueler		From 14 April 2021 To 13 April 2024	Panel of selected Trustees overseen by Finance and Governance Group
8	Hellen Giblin Jowett		From 19 April 2022 to 04 January 2025	Panel of selected Trustees overseen by Finance and Governance Group
9	Azad Hasan		From 09 November 2023	Panel of selected Trustees overseen by Finance and Governance Group
10	Simon Wilson		From 13 June 2024	Panel of selected Trustees overseen by Finance and Governance Group
11				
16				
17				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

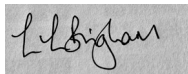
Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Lindsay Brigham

Position (eg Secretary, Chair, etc)

Secretary to Trustees

Date

10 September 2024

Tyneside Welcomes

Risk Register

Issue 2d to be reviewed by 05/02/24 First issue Aug 2020

Impact on the charity or its aims (r): 1 - very low to 5 severe

Likelihood of occurrence (p): 1 - very unlikely to 5 very likely

Aim of mitigation is to reduce likelihood (r_m) and/or impact (p_m) hence lower product of r and p

Risk	Potential impact (r)	Likelihood (p)	Impact factor $r \times p$	Mitigation	Revised Impact r_m	Revised Likelihood p_m	Revised impact factor $r_m \times p_m$
Humanitarian							
Adverse or retrograde change in Government policies	4	3	12	1) Be aware of potential changes. 2) Be ready to campaign against adverse change	3	2	6
Reputational							
Covid 19 (or other) Pandemic: changes in travel and other restrictions due to adverse	5	3	15	1) Work to maintain enthusiasm of the group and support members directly affected. 3) Ensure risk assessments carried out for	3	2	6

changes in virus behaviour, firstly, to delay further families arriving, secondly to difficulties for effective help being delivered to families by our volunteers				all relevant tasks and interactions 4) Team leaders to enable training of volunteers to be safe during their duties.			
A volunteer or trustee is suspected or proven to have carried out a crime or misdemeanour	5	2	10	1) Ensure robust recruiting process including DBS checks and references 2) Safe procedures for interacting with beneficiaries 3) Suitable financial procedures. 4) Whether volunteer or trustee, ensure safeguarding procedures are both robust and followed 5) Ensure suitable insurance policy is kept up to date	3	1	3
A beneficiary is suspected or proven to have carried out a crime or misdemeanour	4	2	8	1) Provide mentoring and support either directly or by working with partners to minimise need or opportunity for such an incident 2) Use contacts with RESET, Sponsor Refugees etc to support TW in managing the incident and communicate effectively with the public.	3	1	3
*In particular domestic abuse	5	3	15	3) May need to provide police statement 4) Depending on nature of suspected crime or misdemeanour may need to follow safeguarding procedures 5) Cooperate with local domestic abuse services - lead sponsor initially 6) Prior to family arrival attempt to obtain a risk assessment from Home Office/UNHCR	3	2	?
The premises of our family	4	1	4	1) Work with landlord before the family is	2	1	2

are shown to be sub-standard or unsafe				settled. 2) Inspect the property 3) Take Police advice re suitability of local area. 4) TW would need to act in a timely and appropriate way proportionate to nature of risk/vulnerability of beneficiaries. 5) In case of issue arising after the family move in make best efforts to remedy the problem or find an alternative property			
Financial							
Loss of funds from theft or fraud	5	3	15	1) Ensure security of banking 2) Suitable procedures for handling cash and outgoing payments: See Finance Policy. 3) Check all people handling the finances are right and proper persons 4) Annual check of finances, governance and accounting by a suitably qualified and experienced external monitor (Iain Kitt). 5) Ensure suitable insurance policy is kept up to date	4	1	4
Reduction in income enough to severely deplete reserves	4	2	8	Experience shows we can raise significant funds in a short period	3	1	3
Economic crash	3	1	3	Bank deposits are protected by the Government scheme (85£k) (Note that TW does not hold stocks and shares)	1	1	1
Unexpected high expenditure for family	4	1	4	1) Have fund-raising ideas in the pipeline, keep aware of possible grants to cover costs. 2) Review budget and cash flow regularly	3	1	3
Changes in benefit rules or their interpretation	5	2	10	1) as above 2) continue to develop relationships with	3	2	6

leading to large reduction in family's income				relevant bodies to mitigate effects 3) focus effort on helping adults gain employment/training			
Organisational							
Overwork by volunteers leading to burnout	4	2	8	1) Encourage volunteers to communicate with team leaders 2) Hold regular Support meetings to mentor vols. 3) Manage expectations of the family	3	1	3
Dropout of key personnel	4	3	12	1) Maintain openings for new volunteers. 2) Share tasks and have written procedures for key tasks. 3) Support any dropping out due to Covid infection/isolation or other serious illness.	3	2	6
Activities not covered by approved procedures	3	2	6	1) Ensure regular review of activities and their procedures and TW policies 2) Regular Support meetings to mentor vols	2	1	2
Not enough volunteers either for the workload or specific tasks	4	3	12	1) Maintain publicity activity 2) Keep up networks 3) Be aware of training opportunities 4) In recruiting from the public we need clarity about roles/tasks required of volunteers	3	1	3

Balance sheet year ending 30 June 2024

Income	2021-2022	2022-2023	2023-2024	Expenditure	2021-2022	2022-2023	2023-2024
Opening balance			23,140.34				
		£	£			£	£
Interest	5.93	70.76	59.99	Bank charge	72.3	89.6	75.20
Donations	15,868	3,536.90	571.13	DBS	64.8	200	0.00
Donations Regular		3,205.00	3,115.00	Insurance	336.56	306.56	306.56
insurance refund	30	0	0.00	Website	0	291.56	0.00
Family Expenses repaid	0	1,532.90	4,568.48	Family Expenses	7,026.31	18,055.60	10,728.76
Interpreting	0	59.43	0.00	Interpreting	917.42	4,483.81	1,833.84
				Translation	309.00	1,009.20	71.94
Fundraising	9881.78	5,595.65	809.52	Fundraising Expenses	1207.43	151.35	117.83
Tees & Totes	0	84.15	0.00	Tees & Totes	908.4	0	0.00
Home Office Void Costs	955.59	2,724.15	2,951.48	Void cost	955.59	6,669.38	0.00
Home Office ESOL	1700	6,800.00	1,700.00	ESOL	16.5	699.28	373.73
Giftaid	5002.43	2,287.64	0.00 see note	Printing (inc banner)	171	224.05	0.00
Grants	0	8,200.00	1,000.00	Ink & Paper	0	53.08	0.00
Property expenses	0	1,056.00	1,992.45	Property Expenses	899.38	9,300.52	5,743.95
Miscellaneous	850			Rent subsidy	0.00	2,200.00	0.00
overpaid rent	0	183.33	0.00	Room hire	75	305.15	0.00
UC delay subsidy repaid	0	783.34	0.00	UC subsidy		1,116.67	0.00
Volunteer Exp repaid	0	23.62	50.00	Volunteer expenses		2,237.52	275.80
				Training		1,170.02	3,237.25
				Miscellaneous	450		355.00
Total	34294.15	36,142.87	16,818.05		13,409.69	48,563.35	23,119.86
		£					
Income		16,818.05					
Add opening balance		23,140.34					
		39,958.39					
Less expenditure		-23,119.86					
Balance forward		16,838.53					

Reconciliation		
Balance in bank		
Co-operative		6,743.18
Triodos		10,095.35
Balance forward		16,838.53

1) Ringfenced funds	Spend to date	Remaining
Community Foundation 3700.0	3237.25	462.75
Newcastle Children's Mi 1000.0	500.00	500.00

2) Reserved funds	7000.00
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3) Available funds	8,875.78
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Note: Giftaid will appear in next year's accounts

Prepared by	Judith McSwaine	Date
	<i>JM McSwaine</i>	25/7/2024
Checked by	Ed McKay	Date
	<i>Ed McKay</i>	25/7/2024

TYNESIDE WELCOMES

England & Wales - Charity number 1183738

Accounts



Trustees' Annual Report for the period

From 01 July 2022 Period start date To 30 June 2023 Period end date

Charity name: Tyneside Welcomes

Charity registration number: 1183738

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>Tyneside Welcomes exists for the public benefit of refugees and their host communities in Northeast England:-</p> <p>(1) To relieve poverty and to preserve and protect the physical and mental health of those granted refugee status and their dependants particularly by practical support, advice and assistance with the provision of housing;</p> <p>(2) To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community; and</p> <p>In furtherance of the above 2 purposes the organisation Tyneside Welcomes sponsors the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The way we achieve 1 and 2 is through the community sponsorship scheme (the community version of the UK Resettlement Scheme -UKRS- utilised by Local Authorities) with the Home Office. We fundraise for the required 9K per family, identify housing, develop a resettlement plan covering ESOL, education, cultural orientation and integration, support with banking, benefits and budgeting, volunteering and employment and accessing health and other relevant services. We submit applications to the Home Office and when approved we sign up to a contract to provide support services to the family.</p> <p>We have developed a one organisation model whereby, through a core group of lead sponsors, we provide lead sponsorship for emerging community sponsorship groups that establish 'branches' of Tyneside Welcomes. To date we have the original Forest Hall branch plus Amnesty North East Welcomes (currently working in Gateshead), Gosforth and North Shields Welcomes branches. RESET have showcased our work in their publicity.</p>

<https://resetuk.org/stories/as-the-lead-sponsor-we-are-like-the-trunk-of-a-tree-and-each-group-we-support-is-like-one-of-the-tree-s-branches>

Working on a broader geographical basis means we have had to build relationships with three Local Authorities: North Tyneside, Gateshead and Newcastle. We have been successful in getting approval to operate community sponsorship in all three Local Authority areas.

The specific activities we have been involved with have been.

- Transition to independence for the first family in Forest Hall (arrived 1 July 2021). We have identified a more suitable property for them via a private landlord in Forest Hall and they moved in February 2023. Tyneside Welcomes have taken on the property management role for the house for the duration of the 2 years lease. We have also supported them in getting on Tyne and Wear Homes register and with application for Indefinite Leave to Remain/citizenship status for their young daughter (now over 1 year old).
- Supporting new branches to build membership, submit applications to the Home Office and support new families arriving—three new applications have been approved this financial year and families arrived on 8 November and 8 December 2022 and 14 June 2023.
- Post-arrival meetings with RESET were positive for all families but sadly there has been family breakdown in the Gateshead and North Shields families. This has required complex negotiations with Home Office and Local Authorities involved and project management of transition process whereby Local Authorities take on community sponsorship contracts. We have an outstanding situation in Gateshead where the father has been left in limbo outside any resettlement scheme and we are working within our broader charitable remit to offer support. He has complex physical and mental health needs and we continue to advocate for him.
- The Gosforth branch are successfully settling a family of 4 in the Ouseburn area and are providing daily support and advice and organising social activities.
- Fundraising efforts have reduced because of time dedicated to supporting families but

		<p>donations are still healthy i.e. individual donations and standing orders.</p> <ul style="list-style-type: none"> - Identifying properties. We have successfully identified three landlords who are willing to rent their properties at the housing benefit allowance cap. In all cases this entails taking on some property management responsibilities and in one case we have had extra expense to cover some void costs and minor repairs. The property in Gateshead will not be used in the longer term because of the family breakdown. - We also developed a working partnership with Hexham and Newcastle Diocese to source property.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit. New Trustees have been sent government guidance on becoming a trustee and had induction by zoom on Tyneside Welcomes constitution and charitable objectives.</p> <p>https://www.gov.uk/government/publications/charity-trustee-welcome-pack</p> <p>We aim to recruit at least one Trustee with experience of being a refugee in the next year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Tyneside Welcomes does not make grants.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	<p>We have now had over 2 years' experience in supporting the original Forest Hall family and welcomed three further families in this financial year. Experienced volunteers are mentoring newer volunteers and providing cross branch support.</p> <p>All Tyneside Welcomes activity is volunteer-led. No member or Trustee has received payment. Volunteers have given skills and resources to which they have access – financial, governance administrative, safeguarding, support, fundraising and other professional skills, time and effort. This has put us in the position that we have the combined skills, expertise and resources to resettle multiple families.</p>

		<p>The lead sponsorship support we provide to our new branches is voluntary and without any charge. We have also been able to provide pump prime funding to enable new branches to rapidly submit applications to the Home Office and receive families. As described above there have been challenges this year with family breakdowns in both Gateshead and North Shields. This has put a huge amount of pressure on volunteers. The two associated community sponsorship contracts have been taken on by Local Authorities who are best placed to deal with complex issues of housing when there is family breakdown.</p>
Other		<p>We have sent an evaluation to Pickwell Foundation related to our successful application for a grant from the Shapiro Fund last year. This is administered through Pickwell Foundation (4.5K) and is aimed at speeding up the community sponsorship process so new groups do not have to fund raise the full 9K before they can re-settle a family.</p> <p>We have been successful this year in a bid to Community Foundation for a small grant (£3,700) to cover training costs and one year membership of Tyne and Wear Citizens.</p>

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	Para 1.20	<ul style="list-style-type: none"> - we have increased membership and capacity and were acting as lead sponsor for four branches rather than one (the principle is still the same but there is now no formal lead sponsorship role for Gateshead and North Shields). RESET nominated Tyneside Welcomes as a Principal Sponsor in November 2021. This has entailed organisational work on systems and processes. We have revised how financial information is presented and can provided a more complex breakdown by branch and activity. - we have developed relationships with Local Authorities and other stake-holders and provided financial management and governance within Tyneside Welcomes so that the three families welcomed this year are supported to resettle in the UK. -positive examples of resettlement have knock on effects; changing attitudes and promoting inclusivity in local communities.

		-we have taken an outreach approach to use of social media so interested parties are aware of what we are doing through our blog, Facebook, Instagram and Twitter posts whilst avoiding undue publicity on the family themselves and their refugee status.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We have been successful in getting home Office approval to welcome 3 families this financial year, across three Local Authorities. We have sourced four properties: across the private sector and through work with Newcastle and Hexham Diocese. Because of unforeseen family breakdowns we have managed the challenging situations presented and developed transition plans with Gateshead and North Tyneside Local Authorities. Transition plan for father in the Gateshead family is pending.
Performance of fundraising activities against objectives set	Para 1.41	We have managed our existing commitments and have sufficient funds to consolidate our work and start planning another application to the Home Office.
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>The end of year balance for 2022/2023 was:</p> <p>Triodos: £15,672.28 Cooperative Bank: £7468.06</p> <p>Total: £23,140,34</p> <p>(Please see full financial report added at end of main report)</p> <p>The first family is now financially independent and we have some time limited financial demand from the two families now being supported by Local Authorities. It has been agreed by Trustees that, within the remit of our broader charitable objectives, we can provide some support such as social activities and accompanying individuals to medical appointments.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>We have no formal reserves policy at present time. However, following recommendations from our external assessor, we intend to maintain a reserve of 2K unrestricted funding as a contingency for unexpected events e.g. covering for emergency repairs, additional costs incurred by family breakdown. We do not employ staff and have very small running costs so this should be sufficient but we will keep it under review. We will amend our financial policy accordingly.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>£2K</p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p>n/a</p>
<p>Details of fund materially in deficit</p>	<p>Para 1.24</p>	<p>n/a</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>Para 1.23</p>	<p>The main uncertainty is Government Policy related to the Community Sponsorship model. Our reliance on volunteers brings with it the assumption (and associated risk) that there will be people willing to undertake the work on an ongoing basis. We have taken on additional responsibilities such as property management (for the Forest Hall and Gosforth families and are currently winding down use of property in Gateshead). The challenges with families in Gateshead and North Shields have created some anxieties about the Community Sponsorship model because of lack of support from the Home Office.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Tyneside Welcomes' principal sources of funding are through donations (both one off and standing orders) and fundraising events. We have received a Community Foundation grant of £3.700 this year and the Pickwell Foundation grant from last year (£4,500) will appear in the budget for 2022-2023.
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	We have compiled a Risk Register which is appended below
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appropriate relevant experience at right level, as decided by existing trustees. Two trustee references are taken up. We aim to increase diversity among the Trustees and attract at least one Trustee with experience of being a refugee and/or significant experience supporting refugees/asylum seekers. We are also encouraging representation across new branches of Tyneside Welcomes. A recruitment and selection process has been implemented and is overseen by the Finance and Governance Group.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees meetings include informal time to support those new to the role and to discuss the attendant responsibilities. The Chair and other Trustees meet individually with new Trustees to help induct them.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The formal members of the CIO are the Trustees. All Trustees are also members of the Co-ordinating Committee (CC) which has a crucial role in agreeing expectations and informing and supporting the Trustees. Trustees maintain a full overview of these activities. We have reviewed the role of Co-ordinating Committee and are now meeting quarterly. Individual branches meet more regularly and report to Coordinating Committee and Trustee meetings.</p> <p>All safeguarding and financial decisions are taken by Trustees, not the Co-ordinating Committee, although the Trustees seek the views of the CC.</p> <p>Branches with active sponsorship in place hold monthly informal support events for volunteers, where issues and questions can be sensitively explored.</p> <p>Tyneside Welcomes supports the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.</p> <p>We have external links with: RESET/Home Office, SponsorRefugees, North Tyneside</p>

		Council, Newcastle City Council, Gateshead Council, Home Group, North East Landlords, Newcastle and Northumbria Universities, and the Diocese of Hexham and Newcastle. Our volunteers also volunteer or work with Walking With, Asylum Matters and West End Refugee Service. Tyneside Welcomes is currently a member of Tyne and Wear Citizens, with the chair of Trustees also on the Citizens' leadership team so this gives us access to a broader network of organisations.
Relationship with any related parties	Para 1.51	Since our approval in the last year as a Principal Sponsor we are a member of the Principal Sponsor Alliance and the Lead Sponsors Network.
Other		

Reference and Administrative details

Charity name	Tyneside Welcomes
Other name the charity uses	@TyneWelcomes on Twitter
Registered charity number	1183738
Charity's principal address	11 Victoria Avenue Newcastle upon Tyne NE12 8AX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Young	Chair	From 01 October 2019 - Term of office extended to 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
2	Alasdair Wilson		4 October 2021 – 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
4	Sally Mitchison	Safeguarding Lead	From 30 October 2019 To 29 October 2022 (extended to 29 October 2025)	Panel of selected Trustees overseen by Finance and Governance Group
5	Jill Bradbury		From 30 October 2019 - term of office extended until 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
6	Lindsay Brigham	Secretary	From 30 October 2019 To 29 October 2022 (extended to 29 October 2025)	Panel of selected Trustees overseen by Finance and Governance Group
7	Jane Mary Young		From 27 November 2019 To 26 November 2022 (extended to 26 November 2025)	Panel of selected Trustees overseen by Finance and Governance Group
8	Judith McSwaine	Treasurer	From 4 October 2021 – 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
9	Melissa Schueler		From 14 April 2021 To 13 April 2024	Panel of selected Trustees overseen by Finance and Governance Group
10	Hellen Giblin Jowett		From 19 April 2022 to 18 April 2025	Panel of selected Trustees overseen by Finance and Governance Group
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

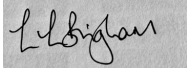
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lindsay Brigham	
Position (eg Secretary, Chair, etc)	Secretary to Trustees	
Date	13 August 2023	

Tyneside Welcomes

Risk Register

Issue 2d to be reviewed by 05/02/24 First issue Aug 2020

Impact on the charity or its aims (r): 1 – very low to 5 severe

Likelihood of occurrence (p): 1 – very unlikely to 5 very likely

Aim of mitigation is to reduce likelihood (r_m) and/or impact (p_m) hence lower product of r and p

Risk	Potential impact (r)	Likelihood (p)	Impact factor $r \times p$	Mitigation	Revised Impact r_m	Revised Likelihood p_m	Revised impact factor $r_m \times p_m$
Humanitarian							
Adverse or retrograde change in Government policies	4	3	12	1) Be aware of potential changes. 2) Be ready to campaign against adverse change	3	2	6
Covid 19 (or other) Pandemic: changes in travel and other restrictions due to adverse changes in virus	5	3	15	1) Work to maintain enthusiasm of the group and support members directly affected. 3) Ensure risk assessments carried out for all relevant tasks and interactions	3	2	6

behaviour, firstly, to delay further families arriving, secondly to difficulties for effective help being delivered to families by our volunteers				4) Team leaders to enable training of volunteers to be safe during their duties.			
Reputational							
A volunteer or trustee is suspected or proven to have carried out a crime or misdemeanour	5	2	10	1) Ensure robust recruiting process including DBS checks and references 2) Safe procedures for interacting with beneficiaries 3) Suitable financial procedures. 4) Whether volunteer or trustee, ensure safeguarding procedures are both robust and followed 5) Ensure suitable insurance policy is kept up to date	3	1	3
A beneficiary is suspected or proven to have carried out a crime or misdemeanour	4	2	8	1) Provide mentoring and support either directly or by working with partners to minimise need or opportunity for such an incident 2) Use contacts with RESET, Sponsor Refugees etc to support TW in managing the incident and communicate effectively with the public. 3) May need to provide police statement 4) Depending on nature of suspected crime or misdemeanour may need to follow safeguarding procedures	3	1	3
*In particular domestic abuse	5	3	15	*5) Cooperate with local domestic abuse services – lead sponsor initially. *6) prior to family arrival attempt to obtain a risk assessment from Home	3	2	?

				Office/UNHCR			
The premises of our family are shown to be sub-standard or unsafe	4	1	4	1) Work with landlord before the family is settled. 2) Inspect the property 3) Take Police advice re suitability of local area. 4) TW would need to act in a timely and appropriate way proportionate to nature of risk/vulnerability of beneficiaries. 5) In case of issue arising after the family move in make best efforts to remedy the problem or find an alternative property	2	1	2
Financial							
Loss of funds from theft or fraud	5	3	15	1) Ensure security of banking 2) Suitable procedures for handling cash and outgoing payments: see Finance Policy. 3) Check all people handling the finances are right and proper persons 4) Annual check of finances, governance and accounting by a suitably qualified and experienced external monitor (Iain Kitt). 5) Ensure suitable insurance policy is kept up to date	4	1	4
Reduction in income enough to severely deplete reserves	4	2	8	Experience shows we can raise significant funds in a short period	3	1	3
Economic crash	3	1	3	Bank deposits are protected by the Government scheme (85£k) (Note that TW does not hold stocks and shares)	1	1	1

Unexpected high expenditure for family	4	1	4	1) Have fund-raising ideas in the pipeline, keep aware of possible grants to cover costs. 2) Review budget and cash flow regularly	3	1	3
Changes in benefit rules or their interpretation leading to large reduction in family's income	5	2	10	1) as above 2) continue to develop relationships with relevant bodies to mitigate effects 3) focus effort on helping adults gain employment/training	3	2	6
Organisational							
Overwork by volunteers leading to burnout	4	2	8	1) Encourage volunteers to communicate with team leaders 2) Hold regular Support meetings to mentor vols. 3) Manage expectations of the family	3	1	3
Dropout of key personnel	4	3	12	1) Maintain openings for new volunteers. 2) Share tasks and have written procedures for key tasks. 3) Support any dropping out due to Covid infection/isolation or other serious illness.	3	2	6
Activities not covered by approved procedures	3	2	6	1) Ensure regular review of activities and their procedures and TW policies 2) Regular Support meetings to mentor vols	2	1	2
Not enough volunteers either for the workload or specific tasks	4	3	12	1) Maintain publicity activity 2) Keep up networks 3) Be aware of training opportunities 4) In recruiting from the public we need clarity about roles/tasks required of volunteers	3	1	3



Trustees Finance Report 2022-23

Expenditure

- 1 The year started with a healthy balance sufficient to support the first family as they entered their second year in the UK.
- 2 During the year three new families have been welcomed into properties in Gateshead and North Shields and Newcastle.
- 3 Support to them is reflected in our largest outlay “family expenses” £18K+.
- 4 There will be an on-going outlay meeting utility and other costs until one person is re-housed.
- 5 Using private rented accommodation has involved greater expenditure to prepare the three properties. Happily, we had enough funds to undertake emergency repairs which were subsequently recouped from the landlords.
- 6 Two families had Universal Credit payments suspended while their claims were referred for a “risk review”. We had sufficient funds to support both families during this difficult period.
- 7 Volunteers have claimed more expenses than previous years for travel to a family’s home or to accompanying them to appointments, new schools, orientation, outings and trips.
- 8 Interpreting costs reflect the needs of the families and their individual circumstances during the year.

9 Running costs have been kept to a minimum.

Income

10 **Regular donations** remain a very useful source of income through the year. Donations and fundraising were boosted by Giftaid.

11 The Home Office provides per head funding under the heading of English as a Second Language (ESOL).

12 We reclaim “void costs” from the Home Office for a limited amount of time - this does not necessarily cover the total amount paid out to secure a property.

13 During the year two grants were secured: the Pickwell Foundation to support the Gateshead family and Community Foundation to support volunteers and fees to Citizens UK. Both grants are ringfenced.

Other notes

- The Credit Union account was closed during the year and replaced with a Co-operative Bank account which, through its association with the Post Office, simplifies paying in cash and cheques and withdrawing cash for families while Bank Accounts are opened.
- The Home Office requires £9000 is available before a family is allocated. This amount has not changed over time and when the fourth family arrived, Trustees agreed to increase the initial “personal allowance” to take account of the rising cost of living.

- It should be noted that the £9000 holds regardless of the size of the family group - it goes without saying that a family of seven does make greater demands on the Charity's finances than a family of four.
- Gareth Rowe has acted as our independent assessor – his job was more demanding than he would have expected due to the turnover during the year.

Tyneside Welcomes Statement of Accounts year ending 30 June 2023

Opening Balance		Triodos	30,590.25			
		Credit Union	4,970.64			
Income			£		Expenditure	£
Interest			70.76		Bank charge	89.60
Donations			3,536.90		DBS	200.00
Donations Regular			3,205.00		Insurance	306.56
					Website	291.56
Family Expenses repaid			1,532.90		Family Expenses	18,055.60 note 2
Interpreting			59.43		Interpreting	4,483.81
					Translation	1,009.20
Fundraising			5,595.65		Fundraising Expenses	151.35
Tees & Totes			84.15			
Home Office Void Costs	Note 1		2,724.15		Void cost	6,669.38
Home Office ESOL			6,800.00		ESOL	699.28
Giftaid			2,287.64		Printing	224.05
Grants			8,200.00		Ink & Paper	53.08
Property expenses			1,056.00		Property Expenses	9,300.52
Miscellaneous					rent subsidy	2,200.00
overpaid rent			183.33		room hire	305.15

UC delay subsidy repaid			783.34		UC subsidy	1,116.67	
Volunteer Exp repaid			23.62		volunteer expenses	2,237.52	
					training	1,170.02	
		Total Income	36,142.87		Total expenditure	48,563.35	
		Add opening balances	71,703.76				
		Less expenditure	48,563.35				
		Balance forward	23,140.41				
		Internal transfer of funds	7,133.57		internal transfer of funds	7,133.57	
	Reconciliation						
			Balance in bank				
	N E Credit Union		0.00				
	Co-operative Bank		7,468.06				
	Triodos Bank		15,672.28				

	Balance forward		23,140.34	0.07			
	Uncleared cheque		355.00				
	Ringfenced		3,700.00				
	Available funds		19,085.34				
Notes							
	1 late payment by Home Office will appear in 23-24 accounts		2,076.62				
	2 family expenses includes utility payments & council tax		1,549.84				

Prepared by	Judith Mc Swaine	
Date		
Checked by	Gareth Rowe	
Date		



Trustees' Annual Report for the period

From 01 July 2022 Period start date To 30 June 2023 Period end date

Charity name: Tyneside Welcomes

Charity registration number: 1183738

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Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The way we achieve 1 and 2 is through the community sponsorship scheme (the community version of the UK Resettlement Scheme -UKRS- utilised by Local Authorities) with the Home Office. We fundraise for the required 9K per family, identify housing, develop a resettlement plan covering ESOL, education, cultural orientation and integration, support with banking, benefits and budgeting, volunteering and employment and accessing health and other relevant services. We submit applications to the Home Office and when approved we sign up to a contract to provide support services to the family.</p> <p>We have developed a one organisation model whereby, through a core group of lead sponsors, we provide lead sponsorship for emerging community sponsorship groups that establish 'branches' of Tyneside Welcomes. To date we have the original Forest Hall branch plus Amnesty North East Welcomes (currently working in Gateshead), Gosforth and North Shields Welcomes branches. RESET have showcased our work in their publicity.</p>

<https://resetuk.org/stories/as-the-lead-sponsor-we-are-like-the-trunk-of-a-tree-and-each-group-we-support-is-like-one-of-the-tree-s-branches>

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- Post-arrival meetings with RESET were positive for all families but sadly there has been family breakdown in the Gateshead and North Shields families. This has required complex negotiations with Home Office and Local Authorities involved and project management of transition process whereby Local Authorities take on community sponsorship contracts. We have an outstanding situation in Gateshead where the father has been left in limbo outside any resettlement scheme and we are working within our broader charitable remit to offer support. He has complex physical and mental health needs and we continue to advocate for him.
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- Fundraising efforts have reduced because of time dedicated to supporting families but

		<p>donations are still healthy i.e. individual donations and standing orders.</p> <ul style="list-style-type: none"> - Identifying properties. We have successfully identified three landlords who are willing to rent their properties at the housing benefit allowance cap. In all cases this entails taking on some property management responsibilities and in one case we have had extra expense to cover some void costs and minor repairs. The property in Gateshead will not be used in the longer term because of the family breakdown. - We also developed a working partnership with Hexham and Newcastle Diocese to source property.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit. New Trustees have been sent government guidance on becoming a trustee and had induction by zoom on Tyneside Welcomes constitution and charitable objectives.</p> <p>https://www.gov.uk/government/publications/charity-trustee-welcome-pack</p> <p>We aim to recruit at least one Trustee with experience of being a refugee in the next year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Tyneside Welcomes does not make grants.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	<p>We have now had over 2 years' experience in supporting the original Forest Hall family and welcomed three further families in this financial year. Experienced volunteers are mentoring newer volunteers and providing cross branch support.</p> <p>All Tyneside Welcomes activity is volunteer-led. No member or Trustee has received payment. Volunteers have given skills and resources to which they have access – financial, governance administrative, safeguarding, support, fundraising and other professional skills, time and effort. This has put us in the position that we have the combined skills, expertise and resources to resettle multiple families.</p>

		<p>The lead sponsorship support we provide to our new branches is voluntary and without any charge. We have also been able to provide pump prime funding to enable new branches to rapidly submit applications to the Home Office and receive families. As described above there have been challenges this year with family breakdowns in both Gateshead and North Shields. This has put a huge amount of pressure on volunteers. The two associated community sponsorship contracts have been taken on by Local Authorities who are best placed to deal with complex issues of housing when there is family breakdown.</p>
Other		<p>We have sent an evaluation to Pickwell Foundation related to our successful application for a grant from the Shapiro Fund last year. This is administered through Pickwell Foundation (4.5K) and is aimed at speeding up the community sponsorship process so new groups do not have to fund raise the full 9K before they can re-settle a family.</p> <p>We have been successful this year in a bid to Community Foundation for a small grant (£3,700) to cover training costs and one year membership of Tyne and Wear Citizens.</p>

Achievements and Performance

	SORP reference	
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	Para 1.20	<ul style="list-style-type: none"> - we have increased membership and capacity and were acting as lead sponsor for four branches rather than one (the principle is still the same but there is now no formal lead sponsorship role for Gateshead and North Shields). RESET nominated Tyneside Welcomes as a Principal Sponsor in November 2021. This has entailed organisational work on systems and processes. We have revised how financial information is presented and can provided a more complex breakdown by branch and activity. - we have developed relationships with Local Authorities and other stake-holders and provided financial management and governance within Tyneside Welcomes so that the three families welcomed this year are supported to resettle in the UK. -positive examples of resettlement have knock on effects; changing attitudes and promoting inclusivity in local communities.

		-we have taken an outreach approach to use of social media so interested parties are aware of what we are doing through our blog, Facebook, Instagram and Twitter posts whilst avoiding undue publicity on the family themselves and their refugee status.
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We have been successful in getting home Office approval to welcome 3 families this financial year, across three Local Authorities. We have sourced four properties: across the private sector and through work with Newcastle and Hexham Diocese. Because of unforeseen family breakdowns we have managed the challenging situations presented and developed transition plans with Gateshead and North Tyneside Local Authorities. Transition plan for father in the Gateshead family is pending.
Performance of fundraising activities against objectives set	Para 1.41	We have managed our existing commitments and have sufficient funds to consolidate our work and start planning another application to the Home Office.
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>Para 1.21</p>	<p>The end of year balance for 2022/2023 was:</p> <p>Triodos: £15,672.28 Cooperative Bank: £7468.06</p> <p>Total: £23,140,34</p> <p>(Please see full financial report added at end of main report)</p> <p>The first family is now financially independent and we have some time limited financial demand from the two families now being supported by Local Authorities. It has been agreed by Trustees that, within the remit of our broader charitable objectives, we can provide some support such as social activities and accompanying individuals to medical appointments.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>Para 1.22</p>	<p>We have no formal reserves policy at present time. However, following recommendations from our external assessor, we intend to maintain a reserve of 2K unrestricted funding as a contingency for unexpected events e.g. covering for emergency repairs, additional costs incurred by family breakdown. We do not employ staff and have very small running costs so this should be sufficient but we will keep it under review. We will amend our financial policy accordingly.</p>
<p>Amount of reserves held</p>	<p>Para 1.22</p>	<p>£2K</p>
<p>Reasons for holding zero reserves</p>	<p>Para 1.22</p>	<p>n/a</p>
<p>Details of fund materially in deficit</p>	<p>Para 1.24</p>	<p>n/a</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>Para 1.23</p>	<p>The main uncertainty is Government Policy related to the Community Sponsorship model. Our reliance on volunteers brings with it the assumption (and associated risk) that there will be people willing to undertake the work on an ongoing basis. We have taken on additional responsibilities such as property management (for the Forest Hall and Gosforth families and are currently winding down use of property in Gateshead). The challenges with families in Gateshead and North Shields have created some anxieties about the Community Sponsorship model because of lack of support from the Home Office.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Tyneside Welcomes' principal sources of funding are through donations (both one off and standing orders) and fundraising events. We have received a Community Foundation grant of £3.700 this year and the Pickwell Foundation grant from last year (£4,500) will appear in the budget for 2022-2023.
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	We have compiled a Risk Register which is appended below
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appropriate relevant experience at right level, as decided by existing trustees. Two trustee references are taken up. We aim to increase diversity among the Trustees and attract at least one Trustee with experience of being a refugee and/or significant experience supporting refugees/asylum seekers. We are also encouraging representation across new branches of Tyneside Welcomes. A recruitment and selection process has been implemented and is overseen by the Finance and Governance Group.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees meetings include informal time to support those new to the role and to discuss the attendant responsibilities. The Chair and other Trustees meet individually with new Trustees to help induct them.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<p>The formal members of the CIO are the Trustees. All Trustees are also members of the Co-ordinating Committee (CC) which has a crucial role in agreeing expectations and informing and supporting the Trustees. Trustees maintain a full overview of these activities. We have reviewed the role of Co-ordinating Committee and are now meeting quarterly. Individual branches meet more regularly and report to Coordinating Committee and Trustee meetings.</p> <p>All safeguarding and financial decisions are taken by Trustees, not the Co-ordinating Committee, although the Trustees seek the views of the CC.</p> <p>Branches with active sponsorship in place hold monthly informal support events for volunteers, where issues and questions can be sensitively explored.</p> <p>Tyneside Welcomes supports the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.</p> <p>We have external links with: RESET/Home Office, SponsorRefugees, North Tyneside</p>

		Council, Newcastle City Council, Gateshead Council, Home Group, North East Landlords, Newcastle and Northumbria Universities, and the Diocese of Hexham and Newcastle. Our volunteers also volunteer or work with Walking With, Asylum Matters and West End Refugee Service. Tyneside Welcomes is currently a member of Tyne and Wear Citizens, with the chair of Trustees also on the Citizens' leadership team so this gives us access to a broader network of organisations.
Relationship with any related parties	Para 1.51	Since our approval in the last year as a Principal Sponsor we are a member of the Principal Sponsor Alliance and the Lead Sponsors Network.
Other		

Reference and Administrative details

Charity name	Tyneside Welcomes
Other name the charity uses	@TyneWelcomes on Twitter
Registered charity number	1183738
Charity's principal address	11 Victoria Avenue Newcastle upon Tyne NE12 8AX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Young	Chair	From 01 October 2019 - Term of office extended to 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
2	Alasdair Wilson		4 October 2021 – 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
4	Sally Mitchison	Safeguarding Lead	From 30 October 2019 To 29 October 2022 (extended to 29 October 2025)	Panel of selected Trustees overseen by Finance and Governance Group
5	Jill Bradbury		From 30 October 2019 - term of office extended until 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
6	Lindsay Brigham	Secretary	From 30 October 2019 To 29 October 2022 (extended to 29 October 2025)	Panel of selected Trustees overseen by Finance and Governance Group
7	Jane Mary Young		From 27 November 2019 To 26 November 2022 (extended to 26 November 2025)	Panel of selected Trustees overseen by Finance and Governance Group
8	Judith McSwaine	Treasurer	From 4 October 2021 – 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
9	Melissa Schueler		From 14 April 2021 To 13 April 2024	Panel of selected Trustees overseen by Finance and Governance Group
10	Hellen Giblin Jowett		From 19 April 2022 to 18 April 2025	Panel of selected Trustees overseen by Finance and Governance Group
11				
12				
13				
14				
15				
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20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

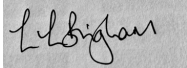
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Lindsay Brigham	
Position (eg Secretary, Chair, etc)	Secretary to Trustees	
Date	13 August 2023	

Tyneside Welcomes

Risk Register

Issue 2d to be reviewed by 05/02/24 First issue Aug 2020

Impact on the charity or its aims (r): 1 – very low to 5 severe

Likelihood of occurrence (p): 1 – very unlikely to 5 very likely

Aim of mitigation is to reduce likelihood (r_m) and/or impact (p_m) hence lower product of r and p

Risk	Potential impact (r)	Likelihood (p)	Impact factor $r \times p$	Mitigation	Revised Impact r_m	Revised Likelihood p_m	Revised impact factor $r_m \times p_m$
Humanitarian							
Adverse or retrograde change in Government policies	4	3	12	1) Be aware of potential changes. 2) Be ready to campaign against adverse change	3	2	6
Covid 19 (or other) Pandemic: changes in travel and other restrictions due to adverse changes in virus	5	3	15	1) Work to maintain enthusiasm of the group and support members directly affected. 3) Ensure risk assessments carried out for all relevant tasks and interactions	3	2	6

behaviour, firstly, to delay further families arriving, secondly to difficulties for effective help being delivered to families by our volunteers				4) Team leaders to enable training of volunteers to be safe during their duties.			
Reputational							
A volunteer or trustee is suspected or proven to have carried out a crime or misdemeanour	5	2	10	1) Ensure robust recruiting process including DBS checks and references 2) Safe procedures for interacting with beneficiaries 3) Suitable financial procedures. 4) Whether volunteer or trustee, ensure safeguarding procedures are both robust and followed 5) Ensure suitable insurance policy is kept up to date	3	1	3
A beneficiary is suspected or proven to have carried out a crime or misdemeanour	4	2	8	1) Provide mentoring and support either directly or by working with partners to minimise need or opportunity for such an incident 2) Use contacts with RESET, Sponsor Refugees etc to support TW in managing the incident and communicate effectively with the public. 3) May need to provide police statement 4) Depending on nature of suspected crime or misdemeanour may need to follow safeguarding procedures	3	1	3
*In particular domestic abuse	5	3	15	*5) Cooperate with local domestic abuse services – lead sponsor initially. *6) prior to family arrival attempt to obtain a risk assessment from Home	3	2	?

				Office/UNHCR			
The premises of our family are shown to be sub-standard or unsafe	4	1	4	1) Work with landlord before the family is settled. 2) Inspect the property 3) Take Police advice re suitability of local area. 4) TW would need to act in a timely and appropriate way proportionate to nature of risk/vulnerability of beneficiaries. 5) In case of issue arising after the family move in make best efforts to remedy the problem or find an alternative property	2	1	2
Financial							
Loss of funds from theft or fraud	5	3	15	1) Ensure security of banking 2) Suitable procedures for handling cash and outgoing payments: see Finance Policy. 3) Check all people handling the finances are right and proper persons 4) Annual check of finances, governance and accounting by a suitably qualified and experienced external monitor (Iain Kitt). 5) Ensure suitable insurance policy is kept up to date	4	1	4
Reduction in income enough to severely deplete reserves	4	2	8	Experience shows we can raise significant funds in a short period	3	1	3
Economic crash	3	1	3	Bank deposits are protected by the Government scheme (85£k) (Note that TW does not hold stocks and shares)	1	1	1

Unexpected high expenditure for family	4	1	4	1) Have fund-raising ideas in the pipeline, keep aware of possible grants to cover costs. 2) Review budget and cash flow regularly	3	1	3
Changes in benefit rules or their interpretation leading to large reduction in family's income	5	2	10	1) as above 2) continue to develop relationships with relevant bodies to mitigate effects 3) focus effort on helping adults gain employment/training	3	2	6
Organisational							
Overwork by volunteers leading to burnout	4	2	8	1) Encourage volunteers to communicate with team leaders 2) Hold regular Support meetings to mentor vols. 3) Manage expectations of the family	3	1	3
Dropout of key personnel	4	3	12	1) Maintain openings for new volunteers. 2) Share tasks and have written procedures for key tasks. 3) Support any dropping out due to Covid infection/isolation or other serious illness.	3	2	6
Activities not covered by approved procedures	3	2	6	1) Ensure regular review of activities and their procedures and TW policies 2) Regular Support meetings to mentor vols	2	1	2
Not enough volunteers either for the workload or specific tasks	4	3	12	1) Maintain publicity activity 2) Keep up networks 3) Be aware of training opportunities 4) In recruiting from the public we need clarity about roles/tasks required of volunteers	3	1	3



Trustees Finance Report 2022-23

Expenditure

- 1 The year started with a healthy balance sufficient to support the first family as they entered their second year in the UK.
- 2 During the year three new families have been welcomed into properties in Gateshead and North Shields and Newcastle.
- 3 Support to them is reflected in our largest outlay “family expenses” £18K+.
- 4 There will be an on-going outlay meeting utility and other costs until one person is re-housed.
- 5 Using private rented accommodation has involved greater expenditure to prepare the three properties. Happily, we had enough funds to undertake emergency repairs which were subsequently recouped from the landlords.
- 6 Two families had Universal Credit payments suspended while their claims were referred for a “risk review”. We had sufficient funds to support both families during this difficult period.
- 7 Volunteers have claimed more expenses than previous years for travel to a family’s home or to accompanying them to appointments, new schools, orientation, outings and trips.
- 8 Interpreting costs reflect the needs of the families and their individual circumstances during the year.

9 Running costs have been kept to a minimum.

Income

10 **Regular donations** remain a very useful source of income through the year. Donations and fundraising were boosted by Giftaid.

11 The Home Office provides per head funding under the heading of English as a Second Language (ESOL).

12 We reclaim “void costs” from the Home Office for a limited amount of time - this does not necessarily cover the total amount paid out to secure a property.

13 During the year two grants were secured: the Pickwell Foundation to support the Gateshead family and Community Foundation to support volunteers and fees to Citizens UK. Both grants are ringfenced.

Other notes

- The Credit Union account was closed during the year and replaced with a Co-operative Bank account which, through its association with the Post Office, simplifies paying in cash and cheques and withdrawing cash for families while Bank Accounts are opened.
- The Home Office requires £9000 is available before a family is allocated. This amount has not changed over time and when the fourth family arrived, Trustees agreed to increase the initial “personal allowance” to take account of the rising cost of living.

- It should be noted that the £9000 holds regardless of the size of the family group - it goes without saying that a family of seven does make greater demands on the Charity's finances than a family of four.
- Gareth Rowe has acted as our independent assessor – his job was more demanding than he would have expected due to the turnover during the year.

Tyneside Welcomes Statement of Accounts year ending 30 June 2023

Opening Balance		Triodos	30,590.25			
		Credit Union	4,970.64			
Income			£		Expenditure	£
Interest			70.76		Bank charge	89.60
Donations			3,536.90		DBS	200.00
Donations Regular			3,205.00		Insurance	306.56
					Website	291.56
Family Expenses repaid			1,532.90		Family Expenses	18,055.60
Interpreting			59.43		Interpreting	4,483.81
					Translation	1,009.20
Fundraising			5,595.65		Fundraising Expenses	151.35
Tees & Totes			84.15			
Home Office Void Costs	Note 1		2,724.15		Void cost	6,669.38
Home Office ESOL			6,800.00		ESOL	699.28
Giftaid			2,287.64		Printing	224.05
Grants			8,200.00		Ink & Paper	53.08
Property expenses			1,056.00		Property Expenses	9,300.52
Miscellaneous					rent subsidy	2,200.00
overpaid rent			183.33		room hire	305.15

UC delay subsidy repaid			783.34		UC subsidy	1,116.67	
Volunteer Exp repaid			23.62		volunteer expenses	2,237.52	
					training	1,170.02	
		Total Income	36,142.87		Total expenditure	48,563.35	
		Add opening balances	71,703.76				
		Less expenditure	48,563.35				
		Balance forward	23,140.41				
		Internal transfer of funds	7,133.57		internal transfer of funds	7,133.57	
	Reconciliation						
			Balance in bank				
	N E Credit Union		0.00				
	Co-operative Bank		7,468.06				
	Triodos Bank		15,672.28				

	Balance forward		23,140.34	0.07			
	Uncleared cheque		355.00				
	Ringfenced		3,700.00				
	Available funds		19,085.34				
Notes							
	1 late payment by Home Office will appear in 23-24 accounts		2,076.62				
	2 family expenses includes utility payments & council tax		1,549.84				

Prepared by	Judith Mc Swaine	
Date		
Checked by	Gareth Rowe	
Date		

Independent examiner's report to the trustees of Tyneside Welcomes on the charity's accounts for the period 01/07/22 – 30/06/23

I report to the trustees on my examination of the accounts of the Tyneside Welcomes (TW) for the year ended 30 June 2023.

Responsibilities and basis of report

As the 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 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) 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 that:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or that
2. the accounts do not accord with those records, and that
3. the charity's funds are not used in pursuit of the charity's charitable objectives.

The following points are made not because I have found evidence of anything wrong in the accounts but to point to ways in which accounting procedures could be improved.

Tyneside Welcomes should review the split of income into subheadings to ensure it is accurate and that all the subheadings are necessary.

The organisation should ensure it has a Reserves Policy which for convenience could be incorporated into the Finance Policy.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Gareth Rowe

Address: 38 Valley Gardens, Monkseaton, Whitley Bay, Tyne and Wear, NE25 9AQ.

Date: 12/09/2023

TYNESIDE WELCOMES

England & Wales - Charity number 1183738

Accounts



Trustees' Annual Report for the period

From 01 July 2021 Period start date To 30 June 2022 Period end date

Charity name: **Tyneside Welcomes**

Charity registration number: **1183738**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Tyneside Welcomes exists for the public benefit of refugees and their host communities in Northeast England:- (1) To relieve poverty and to preserve and protect the physical and mental health of those granted refugee status and their dependants particularly by practical support, advice and assistance with the provision of housing; (2) To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community; and In furtherance of the above 2 purposes the organisation Tyneside Welcomes sponsors the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The way we achieve 1 and 2 is through the community sponsorship scheme (the community version of the UK Resettlement Scheme -UKRS-utilised by Local Authorities) with the Home Office. We fundraise for the required 9K per family, identify housing, develop a resettlement plan covering ESOL, education, cultural orientation and integration, support with banking, benefits and budgeting, volunteering and employment and accessing health and other relevant services. We submit applications to the Home Office and when approved we sign up to a contract to provide support services to the family.

	<p>The main activities have been developing organisational capacity so we can deliver multiple community sponsorship contracts. We have developed a one organisation model whereby, through a core group of lead sponsors, we provide lead sponsorship for emerging community sponsorship groups that establish 'branches' of Tyneside Welcomes. To date we have the original Forest Hall branch plus Amnesty North East Welcomes (currently working in Gateshead), Gosforth and North Shields Welcomes branches. RESET have showcased our work in their recent publicity.</p> <p>https://resetuk.org/stories/as-the-lead-sponsor-we-are-like-the-trunk-of-a-tree-and-each-group-we-support-is-like-one-of-the-tree-s-branches</p> <p>Working on a broader geographical basis means we have had to build relationships with three Local Authorities: North Tyneside, Gateshead and Newcastle. We have been successful in getting approval to operate community sponsorship in all three Local Authority areas.</p> <p>The specific activities we have been involved with have been.</p> <ul style="list-style-type: none">- Continuing support for the first family re-settled in Forest Hall (arrived 1 July 2021). They have settled well in the area but after the birth of their fourth child the property they are currently in has become too small. We have supported them in getting on Tyne and Wear Homes register, getting Indefinite Leave to Remain status, and have also identified a potential property in the private rented sector. They are currently making a decision about this property.- Supporting new branches to build membership and submit applications to the Home Office -three new applications have been submitted this year. The ANEW application has been fully approved and the other two are at different stages of approval.- Pre -approval meetings with the Home Office have been attended by ANEW and North Shields branches and Forest Hall have conducted their final post-arrival meeting with RESET to review the first year of community sponsorship. The latter has
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		<p>demonstrated our effectiveness in supporting the family re-settled in Forest Hall.</p> <ul style="list-style-type: none"> - Fundraising efforts have continued and we have been successful in significantly increasing our reserves. This has been through individual donations, standing orders and the fund-raising efforts of our branches - Identifying properties. We have successfully identified two landlords who are willing to rent their properties at the housing benefit allowance cap (properties in Gateshead and Forest Hall). In both cases this entails taking on some property management responsibilities and in one case we have had extra expense to cover some void costs and minor repairs.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit. New Trustees have been sent government guidance on becoming a trustee and had induction by zoom on Tyneside Welcomes constitution and charitable objectives.</p> <p>https://www.gov.uk/government/publications/charity-trustee-welcome-pack</p> <p>We have increased the number of Trustees by 1 since the last AGM and still aim to recruit at least one Trustee with experience of being a refugee in the next year.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Tyneside Welcomes does not make grants.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by	Para	All Tyneside Welcomes activity is volunteered. No member or Trustee has received

volunteers	1.38	<p>payment. Volunteers have given skills and resources to which they have access - their houses and gardens, culinary and musical skills, financial administrative and other professional skills, friendship groups, time and effort. This has put us in the position that we have the combined skills, expertise and resources to resettle multiple families. The Forest Hall Welcome Team and others have provided intensive support to a family that is now reducing as the family move towards independence.</p> <p>We have now had over a year's experience in supporting a family. Experienced volunteers are also mentoring and supporting volunteers who are building branches. The lead sponsorship support we provide to our new branches is voluntary and without any charge. We have also been able to provide pump prime funding to enable new branches to rapidly submit applications to the Home Office.</p>
Other		<p>We have been successful in our application for a grant from the Shapiro Fund, administered through Pickwell Foundation (4.5K). This is aimed at speeding up the community sponsorship process so new groups do not have to fund raise the full 9K before they can re-settle a family. The funding has supported our target of reaching 4 successful applications during the next financial year.</p> <p>We also plan to apply to Community Foundation for a small grant to cover operational running costs and are in dialogue with Tyne and Wear Citizens about a shared bid for external funding.</p> <p>The Pickwell Foundation administered grant was specifically aimed at supporting a family from Afghanistan but because of delays in the new Afghanistan Citizens Resettlement Scheme (ACRS) scheme becoming operational it was agreed that we could support a family from Iraq.</p>

Achievements and Performance

	SORP reference	
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<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<ul style="list-style-type: none"> - we have significantly increased membership and capacity and are now acting as lead sponsor for four branches rather than one. RESET nominated Tyneside Welcomes as a Principal Sponsor in November 2021. This has entailed organisational work on systems and processes. We have streamlined the volunteer application process so applications and references can be submitted online and have also revised how financial information is presented. - this has enabled us to develop relationships, governance and processes so that up to 4 more families will benefit from the opportunity to resettle in the UK and has a positive impact on local communities working together to resettle families. -we are working closely with the Roman Catholic Diocese to access larger properties and are actively engaged in negotiations on two properties located in North Tyneside and Newcastle. -we have taken an outreach approach to use of social media so interested parties are aware of what we are doing through our blog, Facebook, Instagram and Twitter posts whilst avoiding undue publicity on the family themselves and their refugee status.
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>We set a target of developing three new branches and have achieved this with three applications submitted to the Home Office-we have also met all our milestones on delivering the Home Office contract for the first family.</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>We have significantly exceeded our expectations and can now support another 4 families in the next financial year rather than just one more.</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>n/a</p>

Other		
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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has closed the year with a healthy balance. Our income has significantly exceeded our outgoings (running costs and expenditure on the first family). We are in a very good position to support any ongoing costs for the first family and well on our way to having sufficient funds to re-settle four more families – available funds stand at £35,560.89
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have no formal reserves policy at present time, other than to be prudent and careful with the funds entrusted to us. However, the external examiner of our accounts has recommended we develop a reserves policy because of the amount of funding we have accrued over the last year. We aim to do this in the next 6 months.
Amount of reserves held	Para 1.22	n/a
Reasons for holding zero reserves	Para 1.22	All funds raised are for the direct support of the families being re-settled, engagement and integration of families into local communities and minimal running costs. Tyneside Welcomes is run on a volunteer basis and does not employ staff so there is no need to build in a reserve for any staff related issues such as redundancy. However, as our commitments rise and there are uncertainties that have an impact on families, such as rising energy costs, it might be prudent to develop a policy so there is a contingency for uncertain external events.
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The main uncertainty is Government Policy related to the Community Sponsorship model. Our reliance on volunteers brings with it the assumption (and associated risk) that there will be people willing to undertake the work on an ongoing basis. We have significantly increased the number of volunteers but have challenging aims and are taking on additional responsibilities such as property management.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Tyneside Welcomes' principal sources of funding are through fundraising events and donations (both one off and standing orders). We have received 4.5 K grant funding recently but this will appear in the budget for 2022-2023.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We have decided, as true to our values, to use an ethical bank (Triodos). We also have a local North East Credit Union account as this was convenient and quick to set up and helps our engagement with our local community.
A description of the principal risks facing the charity	Para 1.46	We have compiled a Risk Register which is appended below
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appropriate relevant experience at right level, as decided by existing trustees. Two trustee references are taken up. We aim to increase diversity among the Trustees and attract at least one Trustee with experience of being a refugee and/or significant experience supporting refugees/asylum seekers. We are also encouraging representation across new branches of Tyneside Welcomes. A recruitment and selection process has been implemented and is overseen by the Finance and Governance Group.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees meetings include informal time to support those new to the role and to discuss the attendant responsibilities. The Chair and other Trustees meet individually with new Trustees to help induct them.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The formal members of the CIO are the Trustees. All Trustees are also members of the Co-ordinating Committee (CC) which has a crucial role in agreeing expectations and informing and supporting the Trustees. Trustees maintain a full overview of these activities and we are reviewing the role of Co-ordinating Committee and subgroups. We are considering reducing Co-ordinating Committee meetings to quarterly. As new branches have emerged they are convening their own regular meetings to organise their operational work. All safeguarding and financial decisions are taken by Trustees, not the Co-ordinating Committee,

		<p>although the Trustees seek the views of the CC.</p> <p>Branches with active sponsorship in place hold monthly informal support events for volunteers, where issues and questions can be sensitively explored.</p> <p>Tyneside Welcomes supports the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.</p> <p>We have external links with: RESET, SponsorRefugees, North Tyneside Council, Newcastle City Council, Gateshead Council, Home Group, North East Landlords, Newcastle and Northumbria Universities, and the Roman Catholic Diocese of Hexham and Newcastle. Our volunteers also volunteer or work with Walking With, Asylum Matters and West End Refugee Service. Tyneside Welcomes is currently a member of Tyne and Wear Citizens, with the chair of Trustees also on the Citizens leadership team so this gives us access to a broader network of organisations.</p>
Relationship with any related parties	Para 1.51	We are members of the Community Sponsorship Council and since our approval in the last year as a Principal Sponsor are also a member of the Principal Sponsor Alliance.
Other		

Reference and Administrative details

Charity name	Tyneside Welcomes
Other name the charity uses	@TyneWelcomes on Twitter
Registered charity number	1183738
Charity's principal address	11 Victoria Avenue Newcastle upon Tyne NE12 8AX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Young	Chair	From 01 October 2019 - Term of office extended to 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
2	Alasdair Wilson		4 October 2021 - 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
4	Sally Mitchison	Safeguarding Lead	From 30 October 2019 To 29 October 2022	Panel of selected Trustees overseen by Finance and Governance Group
5	Jill Bradbury		From 30 October 2019 - term of office extended until 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
6	Lindsay Brigham	Secretary	From 30 October 2019 To 29 October 2022	Panel of selected Trustees overseen by Finance and Governance Group
7	Jane Mary Young		From 27 November 2019 To 26 November 2022	Panel of selected Trustees overseen by Finance and Governance Group
8	Judith McSwaine	Treasurer	From 4 October 2021 - 3 October 2024	Panel of selected Trustees overseen by Finance and Governance Group
9	Melissa Schueler		From 14 April 2021 To 13 April 2024	Panel of selected Trustees overseen by Finance and Governance Group
10	Hellen Giblin Jowett		From 19 April 2022 to 18 April 2025	Panel of selected Trustees overseen by Finance and Governance Group
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Corporate trustees - names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

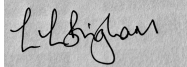
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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Lindsay Brigham	
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Position (eg
Secretary, Chair, etc)

Secretary to Trustees	
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Date

21st August 2022

Risk Register

Issue 2 reviewed by 20/1/22 First issue Aug 2020

Impact on the charity or its aims (r): 1 - very low to 5 _severe

Likelihood of occurrence (p): 1 - very unlikely to 5 _very likely

Aim of mitigation is to reduce likelihood (r_m) and/or impact (p_m) hence lower product of r and p

Risk	Potential impact (r)	Likelihood (p)	Impact factor $r \times p$	Mitigation	Revised Impact r_m	Revised Likelihood p_m	Revised impact factor $r_m \times p_m$
Humanitarian							
Adverse or retrograde change in Government policies	4	3	12	1) Be aware of potential changes. 2) Be ready to campaign against adverse change	3	2	6
Covid 19 Pandemic: changes in travel and other restrictions due to adverse changes in virus behaviour, firstly, to delay further families arriving,	5	4	20	1) Work to maintain enthusiasm of the group and support members directly affected by Covid-19 3) Ensure Covid risk assessments carried out for all relevant tasks and interactions 4) Team leaders to enable training of	3	3	9

secondly to difficulties for effective help being delivered to families by our volunteers				volunteers to be safe during their duties.			
Reputational							
A volunteer or trustee is suspected or proven to have carried out a crime or misdemeanour	5	2	10	1) Ensure robust recruiting process including DBS checks and references 2) Safe procedures for interacting with beneficiaries 3) Suitable financial procedures. 4) Whether volunteer or trustee, ensure safeguarding procedures are both robust and followed 5) Ensure suitable insurance policy is kept up to date	3	1	3
A beneficiary is suspected or proven to have carried out a crime or misdemeanour	4	2	8	1) Provide mentoring and support either directly or by working with partners to minimise need or opportunity for such an incident 2) Use contacts with RESET, Sponsor Refugees etc to support TW in managing the incident and communicate effectively with the public. 3) May need to provide police statement 4) Depending on nature of suspected crime or misdemeanour may need to follow safeguarding procedures	3	1	3
The premises of our family are shown to be sub-standard or unsafe	4	1	4	1) Work with landlord before the family is settled. 2) Inspect the property 3) Take Police advice re suitability of local area. 4) TW would need to act in a timely and	2	1	2

				appropriate way proportionate to nature of risk/vulnerability of beneficiaries. 5) In case of issue arising after the family move in make best efforts to remedy the problem or find an alternative property			
Financial							
Loss of funds from theft or fraud	5	3	15	1) Ensure security of banking 2) Suitable procedures for handling cash and outgoing payments 3) Check all people handling the finances are right and proper persons 4) Annual check of finances, governance and accounting by a suitably qualified and experienced external monitor (Iain Kitt). 5) Ensure suitable insurance policy is kept up to date	4	1	4
Reduction in income enough to severely deplete reserves	4	2	8	Experience shows we can raise significant funds in a short period	3	1	3
Economic crash	3	1	3	Bank deposits are protected by the Government scheme (85£k) (Note that TW does not hold stocks and shares)	1	1	1
Unexpected high expenditure for family	4	1	4	1) Have fund-raising ideas in the pipeline, keep aware of possible grants to cover costs. 2) Review budget regularly	3	1	3
Changes in benefit rules or their interpretation leading to large reduction in family's income	5	2	10	1) as above 2) continue to develop relationships with relevant bodies to mitigate effects 3) focus effort on helping adults gain employment/training	3	2	6
Organisational							
Overwork by volunteers	4	2	8	1) Encourage volunteers to communicate	3	1	3

leading to burnout				with team leaders 2) Hold regular Support meetings to mentor vols. 3) Manage expectations of the family			
Dropout of key personnel	4	3	12	1) Maintain openings for new volunteers. 2) Share tasks and have written procedures for key tasks. 3) Support any dropping out due to Covid infection/isolation	3	2	6
Activities not covered by approved procedures	3	2	6	1) Ensure regular review of activities and their procedures and TW policies 2) Regular Support meetings to mentor vols	2	1	2
Not enough volunteers either for the workload or specific tasks	4	3	12	1) Maintain publicity activity 2) Keep up networks 3) Be aware of training opportunities 4) In recruiting from the public we need clarity about roles/tasks required of volunteers	3	1	3

Reconciliation	
Balances in Bank	
NE Credit Union	4,970.64
	30,590.2
Triodos	5
	35,560.8
Available funds	9

Prepared by Judith McSwaine

Checked by Iain
Kitt

Date

Notes

- 1 Includes i) costs of COVID tests;
ii) expenses applied against ESOL Home Office Funding totalling £673.
- 2 All volunteer expenses included in Family Expenses or other appropriate headings, for example: fundraising expenses. Volunteers have not claimed personal travel costs except when accompanying the family. There are no costs for zoom meetings or in person meetings.
- 3 Only Triodos charges included. Paypal (£36.46) & Sumup (£17.30) deducted before funds deposited.
- 4 repayment of overcharge on Insurance (£30)
- 5 Giftaid 2020-21 = £745.36;
2021-22 = £4,257.07.

Independent examiner's report to the trustees of Tyneside Welcomes on the charity's accounts for the period 01/07/21 - 30/06/22

I report to the trustees on my examination of the accounts of the Tyneside Welcomes (TW) for the year ended 30 June 2022.

Responsibilities and basis of report

As the 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 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) 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 that:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or that
2. the accounts do not accord with those records, and that
3. the charity's funds are not used in pursuit of the charity's charitable objectives.

The following points are made not because I have found evidence of anything wrong in the accounts but to point to ways in which accounting procedures could be improved.

I note that I was unable to find documentary evidence for some transactions, notably confirmation of funding received from the Home Office. I understand this is because this is held by one of the other trustees. I recommend that all records relating to any financial transactions should be held by the Treasurer.

I am pleased to see that several of the recommendations that I made in my last report have been implemented. However, I notice that a significant amount of funds continue to be paid out to individuals for expenses that they have incurred. I have no reason to suppose that any of these are not legitimate, they are supported by receipts, but it does

represent a potential weakness in the charity's financial processes and I recommend that advice be sought from VODA to ensure that the charity is following best practice.

Recording of what might be termed 'informal donations', i.e. monies received at fundraising events or through individual donations other than by direct debit, PayPal etc. remains an issue. It is not clear to me that the procedures recommended by the Fundraising Regulator have been fully implemented. <https://www.fundraisingregulator.org.uk/code/all-fundraising/processing-donations> The procedures for dealing with these donations should be reviewed to ensure they follow best practice.

The organisation has built up considerable reserves and I recommend that, if one does not already exist, a reserves policy should be agreed, as recommended by the Charity Commission (<https://www.gov.uk/government/publications/charities-and-reserves-cc19/charities-and-reserves#annex-1-a-simple-approach-to-developing-a-reserves-policy>) .

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Signed:

A handwritten signature in black ink that reads "Iain Kitt". The signature is written in a cursive style with a large initial 'I' and a distinct 'K'.

Name: Iain Kitt

Address: 36 Midhurst Road, Newcastle upon Tyne, NE12 9NU

Date: 21/08/2022

TYNESIDE WELCOMES

England & Wales - Charity number 1183738

Accounts



Trustees' Annual Report for the period

From 01 July 2020 Period start date To 30 June 2021 Period end date

Charity name: Tyneside Welcomes

Charity registration number: 1183738

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Tyneside Welcomes exists for the public benefit of refugees and their host communities in Northeast England:- (1) To relieve poverty and to preserve and protect the physical and mental health of those granted refugee status and their dependants particularly by practical support, advice and assistance with the provision of housing; (2) To advance the education and training of those granted refugee status and their dependents in need thereof so as to advance them in life and assist them to adapt within a new community; and In furtherance of the above 2 purposes the organisation Tyneside Welcomes sponsors the integration of refugees and local communities through practical action and supportive partnerships with statutory and other agencies.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	The main activities have been fundraising; working with Home Group to identify a suitable property and tenancy agreement (i.e. transitions tenancy); developing our policies and structures of governance (convening a Finance and Governance Group and reviewing meeting structures); successfully re-submitting our application to Home Office and putting together the detail of a pre and post arrival action plan to re-settle the family allocated to us. In planning for arrival of the family (arrival date 1 July) all volunteers with any involvement in supporting the family have undertaken Reset and other communications training. Areas of planning include: financial planning; training and planning related to benefits and budgeting; planning to meet health needs, liaison with North Tyneside

		<p>Council (Admissions) to register the children in school, safeguarding training and support; informal ESOL support plans and identifying appropriate college provision for September; work with Northeast Wellbeing Service and other organisations to identify play activities for the summer period.</p> <p>Many of our members have themselves volunteered with other organisations such as Walking With, Tyne and Wear Citizens, and Citizens Advice to gain insight and skills that will be needed to support a resettled family. This has all enabled us to focus on embedding Tyneside Welcomes in the N East charitable and citizenship landscape</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit. New Trustees have been sent government guidance on becoming a trustee and had induction by zoom on Tyneside Welcomes constitution and charitable objectives.</p> <p>https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/931951/Trustee_welcome_pack_final_version__002_.pdf</p> <p>We have increased the number of Trustees by 2 since the last AGM and aim to recruit at least one Trustee with experience of being a refugee in the next 6 months.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	To date Tyneside Welcomes has not been in receipt of any grant funding. We have set an objective to apply for a small grant within the next 6 months to cover operational running costs.
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	All Tyneside Welcomes activity is volunteered. No member or Trustee has received payment. Volunteers have given skills and

	<p>resources to which they have access - their houses and gardens, culinary and musical skills, financial administrative and other professional skills, friendship groups, time and effort. This has put us in the position that we have the combined skills, expertise and resources we need to imminently welcome and resettle a family. The administrative and management function has been developed by identifying a volunteer to take on a project management role and we have established a small welcome team consisting of 4 people to provide the immediate intensive support the family will require from 1 July. Arrangements are in place to support the family during the quarantine period and provide access to required covid testing. It is the Chair's honour to thank everyone for what they have achieved together. We are planning to collate, in more detail, the time spent by volunteers on administration and management and direct support of the family so there is a realistic evaluation of capacity needed as we move forward with planning for arrival of the second family. Individual members of the Co-ordinating Committee have taken Lead roles (or deputy roles) in specific areas of work and/or the management and membership of sub-groups, as shown in the Resettlement Plan and other documents.</p>
Other	<p>The impact of Covid-19, from March 2020, caused all resettlement flights to be paused. Tyneside Welcomes supported the pressure from the Community Sponsorship movement on the Home Office to resume these, with the UNHCR. The UK Resettlement Scheme (UKRS) subsequently reaffirmed the UK's ongoing commitment to refugee resettlement and we were allocated a family to resettle under this scheme (arrival date 1 July 2021)</p>

Achievements and Performance

	SORP reference	
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<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>-despite restrictions of Covid 19 we have continued to raise funds and had successful on line events (songs and storytelling, Syrian cookery Tynemouth market stall and a 'covid secure' garden walkabout). We have also had a successful campaign to increase donations through standing orders. These fund raising initiatives have engaged the broader community.</p> <ul style="list-style-type: none"> - we have increased membership and capacity by amalgamating with an embryonic group NE1 Welcome that formed during lockdown - we have also engaged with All Saints Church and Amnesty to promote the Community Sponsorship model and our own role as a potential 'lead sponsor' for these emerging groups. This enables more beneficiaries in the future and has a positive impact on local communities working together to resettle families. -we have further developed our working relationship with Home Group and jointly negotiated a Transitions tenancy with the Home Office that is beneficial for the re-settled family (access to emergency housing repairs and services) and potentially provides a model for other community sponsorship groups. -we are also working closely with the Roman Catholic Diocese to access larger properties and are actively engaged in negotiations on two properties located in North Tyneside and Newcastle. -we have taken an outreach approach to use of social media so interested parties are aware of what we are doing through our blog, facebook, instagram and twitter posts but there is not undue publicity on the family themselves and their refugee status.
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	<p>Covid-19 pandemic delayed us in our objective to re-settle a family displaced by the Syrian conflict but this has now been achieved (family arriving 1 July 2021) and we have a strategy day planned on October 16 to plan timescale for next family.</p>
<p>Performance of</p>		<p>Our initial target was to raise £9k. We</p>

fundraising activities against objectives set	Para 1.41	have achieved this and are on target to ring fence a further 9K to plan for arrival of the second family.
Investment performance against objectives	Para 1.41	n/a
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity has closed the year with a healthy balance. Our income has exceeded our outgoings. We are in a very good position to support the first family and well on our way to having sufficient funds to host a second family - available funds stand at £14,676.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have no formal reserve policy at present time, other than to be prudent and careful with the funds entrusted to us.
Amount of reserves held	Para 1.22	n/a
Reasons for holding zero reserves	Para 1.22	All funds raised are specifically for the support of the families being re-settled. Tyneside Welcomes is run on a volunteer basis and does not employ staff so there is no need to build in a reserve for any staff related issues such as redundancy.
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	The main uncertainty is Government Policy related to the Community Sponsorship model and bringing refugee families into the UK in the context of Covid-19. Our reliance on volunteers brings with it the assumption (and associated risk) that there will be people willing to undertake the work on an ongoing basis.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	<p>Tyneside Welcomes' principal sources of funding are through fundraising events and donations. Despite the effects of COVID on fundraising we can record an income of over £6000. Two on-line events achieved just over £2,500, fundraising activities using Justgiving raised another £1,700 and a sale of craft goods added over £300 to our income. We continue to receive donations from a growing number of regular donors.</p> <p>Expenditure for the period was £3,773. Our greatest expense has been translation of documents into Arabic (£1,126.00). There has been a small amount of spending on household items in preparation for the arrival of the family. We have also provided</p>
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		training for volunteers.
Investment policy and objectives including any social investment policy adopted	Para 1.46	We have decided, as true to our values, to use an ethical bank (Triodos). We also have a local North East Credit Union account as this was convenient and quick to set up and helps our engagement with our local community.
A description of the principal risks facing the charity	Para 1.46	We have compiled a Risk Register which is appended below
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Appropriate relevant experience at right level, as decided by existing trustees. Two trustee references are taken up. We aim to increase diversity among the Trustees and attract at least one Trustee with experience of being a refugee and/or significant experience supporting refugees/asylum seekers. A recruitment and selection process is currently being implemented and overseen by the Finance and Governance Group. Tyne & Wear Citizens is entitled to nominate a Trustee, but has not yet done so (the Chair of Trustees is a current member of the Leadership Group of Tyne and Wear Citizens).

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees meetings include informal time to support those new to the role and to discuss the attendant responsibilities. The Chair and other Trustees meet individually with new Trustees to help induct them.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The formal members of the CIO are the Trustees. All Trustees are also members of the Co-ordinating Committee (CC) which has a crucial role in agreeing expectations and informing and supporting the Trustees. Members of the CC lead sub-groups to deal with specific areas (housing, banking, benefits, volunteering, translation, data protection, communication, and ESOL, for example). Trustees maintain a full overview of these activities and we are reviewing the role of Co-ordinating Committee and subgroups. As the organisation develops to support more than one family it could be more effective to have an

		<p>overarching Advisory/Co-ordinating Committee that meets quarterly and Locality Team meetings for teams supporting specific families in different geographical areas. This is currently under review.</p> <p>All safeguarding and financial decisions are taken by Trustees, not the Co-ordinating Committee, although the Trustees seek the views of the CC. We hold important external links with - RESET, Sponsorrefugees, North Tyneside Council, Walking With, Newcastle Central Mosque, and Tyne & Wear Citizens.</p>
Relationship with any related parties	Para 1.51	<p>Tyneside Welcomes subscribes to the local chapter of Citizens UK, "Tyne & Wear Citizens" in pursuit of its objectives in listening to and supporting the local communities of which resettled refugees will be a part. We are also members of RESET's Community Sponsorship Council.</p>
Other		

Reference and Administrative details

Charity name	Tyneside Welcomes
Other name the charity uses	@TyneWelcomes on Twitter
Registered charity number	1183738
Charity's principal address	11 Victoria Avenue Newcastle upon Tyne NE12 8AX

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Richard Young	Chair	From 01 October 2019 To 30 Sept 2022	Panel of selected Trustees overseen by Finance and Governance Group
2	Alasdair Wilson	Treasurer	From 05 June 2019 To 4 June 2021 - extended until 31 October 2021	Panel of selected Trustees overseen by Finance and Governance Group
4	Sally Mitchison	Safeguarding Lead	From 30 October 2019 To 29 October 2022	Panel of selected Trustees overseen by Finance and Governance Group
5	Jill Bradbury		From 30 October 2019 To 29 October 2022	Panel of selected Trustees overseen by Finance and Governance Group
6	Lindsay Brigham	Secretary	From 30 October 2019 To 29 October 2022	Panel of selected Trustees overseen by Finance and Governance Group
7	Jane Mary Young		From 27 November 2019 To 26 November 2022	Panel of selected Trustees overseen by Finance and Governance Group
8	Judith McSwaine		From 26 October 2020 To 25 October 2023	Panel of selected Trustees overseen by Finance and Governance Group
9	Melissa Schueler		From 14 April 2021 To 13 April 2024	Panel of selected Trustees overseen by Finance and Governance Group
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Corporate trustees - names of the directors at the date the report was approved

Director name		
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Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Richard Getliff Young	
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Position (eg
Secretary, Chair, etc)

Chair	
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Date

29 th August 2021

Tyneside Welcomes

Risk Register

Issue 2 reviewed by 20/1/21 First issue Aug 2020

Impact on the charity or its aims (r): 1 - very low to 5 severe
 Likelihood of occurrence (p): 1 - very unlikely to 5 very likely
 Aim of mitigation is to reduce likelihood (r_m) and/or impact (p_m) hence lower product of r and p

Risk	Potential impact (r)	Likelihood (p)	Impact factor r x p	Mitigation	Revised Impact r_m	Revised Likelihood p_m	Revised impact factor $r_m \times p_m$
Humanitarian							
Adverse or retrograde change in Government policies	4	3	12	1) Be aware of potential changes. 2) Be ready to campaign against adverse change	3	2	6
Pandemic restrictions not being lifted for	5	4	20	1) Work to maintain enthusiasm of the group and support members directly affected by	3	4	12

extended period leading , firstly, to further delay to a family arriving, secondly to difficulties for effective help being delivered to families by our volunteers				<p>Covid-19) Lobby local MPs directly and support RESET, Sponsor Refugees and other bodies to resume flights.</p> <p>3) Ensure Covid risk assessments carried out for all relevant tasks and interactions</p> <p>4) Team leaders to enable training of volunteers to be safe during their duties.</p>			
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Reputational							
A volunteer or trustee is suspected or proven to have carried out a crime or misdemeanour	5	2	10	<p>1) Ensure robust recruiting process including DBS checks and references</p> <p>2) Safe procedures for interacting with beneficiaries</p> <p>3) Suitable financial procedures.</p> <p>4) Whether volunteer or trustee, ensure safeguarding procedures are both robust and followed</p> <p>5) Ensure suitable insurance policy is kept up to date</p>	3	1	3
A beneficiary is	4	2	8	1) Provide mentoring and support	3	1	3

suspected or proven to have carried out a crime or misdemeanour				<p>either directly or by working with partners to minimise need or opportunity for such an incident</p> <p>2) Use contacts with RESET, Sponsor Refugees etc to support TW in managing the incident and communicate effectively with the public.</p> <p>3) May need to provide police statement</p> <p>4) Depending on nature of suspected crime or misdemeanour may need to follow safeguarding procedures</p>			
The premises of our family are shown to be sub- standard or unsafe	4	1	4	<p>1) Work with landlord before the family is settled.</p> <p>2) Inspect the property</p> <p>3) Take Police advice re suitability of local area.</p> <p>4) TW would need to act in a timely and appropriate way proportionate to nature of risk/vulnerability of beneficiaries.</p> <p>5) In case of issue arising after the family move in make best efforts to remedy the problem or find an alternative</p>	2	1	2

				property			
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Financial							
Loss of funds from theft or fraud	5	3	15	1) Ensure security of banking 2) Suitable procedures for handling cash and outgoing payments 3) Check all people handling the finances are right and proper persons 4) Annual check of finances, governance and accounting by a suitably qualified and experienced external monitor (Iain Kitt). 5) Ensure suitable insurance policy is kept up to date	4	1	4
Reduction in income enough to severely deplete reserves	4	2	8	Experience shows we can raise significant funds in a short period	3	1	3
Economic crash	3	1	3	Bank deposits are protected by the Government scheme (85£k)(Note that TW does not hold stocks and shares)	1	1	1

Unexpected high expenditure for family	4	1	4	1) Have fund-raising ideas in the pipeline, keep aware of possible grants to cover costs.2) Review budget regularly	3	1	3
Organisational							
Overwork by volunteers leading to burnout	4	2	8	1) Encourage volunteers to communicate with team leaders2) Hold regular Support meetings to mentor vols.3) Manage expectations of the family	3	1	3
Dropout of key personnel	4	3	12	1) Maintain openings for new volunteers.2) Share tasks and have written procedures for key tasks.3) Support any dropping out due to Covid infection/isolation	3	2	6

Activities not covered by approved procedures	3	2	6	1) Ensure regular review of activities and their procedures and TW policies2) Regular Support meetings to mentor vols	2	1	2
Not enough volunteers either for	4	3	12	1) Maintain publicity activity2) Keep up networks3) Be aware of training	3	1	3

the workload or specific tasks				opportunities4) In recruiting from the public we need clarity about roles/tasks required of volunteers			
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Tyneside Welcomes Charity No 1183738 Reg'd address: 11 Victoria Avenue, Forest Hall, Newcastle upon Tyne NE12 8AX

Tyneside Welcomes
Statement of accounts for the year ending 30 June 2021

	Income	Expenditure
Opening Balance	neCredit Union 5723.86	
Opening Balance	Triodos 6575.23	
Fundraising & Donations NECU	264.17	Bank Charges 78.39
Fundraising & Donations Triodos	NEI Citizen UK 1,815.59	CU 0
	Easyfundraising etc 45.84	Triodos 9.00
	Paypal 2881.00	Paypal 65.78
	Sumup 214.00	Sumup 3.61
	BACS/Cheques etc 925.00	Hire Charges (CU) 25.00
HMRC Giftaid	0.00	LotteryLicence 0.00
Interest Triodos	4.87	Insurance 307.33
Interest CU	0.00	Interpreting/translation 1126.09
		Family 638.05
		Training 480.00
		Fees 700.00
		Sumup device 34.80
		Website 383.47
	Total Income 6150.47	Total Expenditure 3773.13
	Add opening balances 18449.56	
Balance forward	14676.43	
Reconciliation <i>Balances in bank:</i> NE Credit Union 263.03 Triodos 14413.40 Available funds 14676.43		Prepared by Judith McSwaine Checked by Iain Kitt Date

Notes:

Income

Citizens UK: were handling funds raised by NE1; NE1 subsequently joined Tyneside Welcomes. Funds held for them were transferred to our Triodos account. Two payments were received- though together they don't match the spreadsheet NE1 were using to record their fundraising.

On-line/electronic income: Paypal and Sumup deduct a fee from each transaction. I have used the amount donated before deductions and make a corresponding entry under expenditure to get a true record of our income and charges.