

**The Evelyn Oldfield Unit**

**Trustees' report and accounts**

**For the year ended 31 March 2015**

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**The Evelyn Oldfield Unit**  
**Directors' report (incorporating the Trustees' annual report)**  
**For the year ended 31 March 2015**

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2015.

**Full name** The Evelyn Oldfield Unit

**Registered charity number** 1044681

**Registered company number** 2921143

**Principal address**

Resource for London, 356 Holloway Road, London N7 6PA

**Directors (Trustees)**

Tahera Aanchawan, Chair

Grace Adok, Vice-Chair

Resigned 6<sup>th</sup> March 2015

Sithira Dayal Chanishta Pathberiya, Treasurer

Ratip Alsulaimen

Jean – Roger Kaseki

Aliya El – Agib Aleia

Resigned 30<sup>th</sup> October 2014

Duraisamy Paul Sathianesan

Resigned 30<sup>th</sup> October 2014

Dahabo Haji Isse

Resigned 30<sup>th</sup> October 2014

Petros Tesfaghergis

Appointed 30<sup>th</sup> October 2014

Mohamed Ali Farah

Appointed 30<sup>th</sup> October 2014

**Secretary**

Mulat Haregot

**Bankers**

National Westminster Bank Plc, PO BOX 7406, 490 Holloway Road, London N7 6HN

CAF Bank Ltd, Kings Hill, West Malling, Kent ME19 4TA

**Independent examiner**

Tom Fitch BSc

Community Accountancy Self Help, 1 Thorpe Close, London W10 5XL

**Objects of the charity**

The Charity's objects are to promote for the public benefit, all charitable purposes by the following:-

A). To develop, provide, facilitate and co-ordinate the provision of specialist aid and support services in order to further the charitable work of organisations assisting disadvantaged people in particular but not exclusively the unemployed, people with low levels of literacy, older people, people with disabilities, people with long term health conditions and ethnic minorities particularly refugees, asylum seekers and migrants in the UK or Internationally.

B). To provide advocacy and services in particular but not exclusively for disadvantaged people including the unemployed, people with low levels of literacy, older people, people with disabilities, people with long term health conditions and ethnic minorities particularly refugees, asylum seekers, and migrants who are in conditions of need, hardship or distress.

**Structure, governance and management**

The organisation is a charitable company limited by guarantee, incorporated on 21 April 1994 and registered as a charity on 6 March 1995.

The company was established under a Memorandum and Articles of Association which established the objects and powers of the charitable company and is governed under its articles of association.

**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

**Method of appointment or election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

Following an initial audit of skills and experience, individuals with specific skills and voluntary and community organisations known to the company are offered the opportunity to put themselves or nominees from their organisations forward as potential Trustees. Candidates complete an application form and are interviewed by a panel of Trustees and recommended by the Board of Trustees to the Annual General meeting for election.

If a vacancy arises during the year, or additional Trustees are required, people are appointed by the Trustees and hold office until the following AGM when they stand for election.

One – third of elected Trustees must retire from office at the Annual General meeting, but are eligible for reappointment at that meeting.

**Policies adopted for the induction and Training and Development of Trustees**

New Trustees follow an agreed induction process and are offered training, development and support to understand and carry out their responsibilities. After appointment the Chair and Director induct new Trustees by giving them an outline of the organisation, its governance and strategic plan, a briefing on what constitutes a conflict of interest as well as answering questions posed by the new Trustees.

Each Trustee is also given a handbook which includes the latest accounts, key policies, procedures, etc, and is offered mentoring by more experienced Trustees.

Trustees are encouraged to attend relevant training and development programmes on top of the biannually half day planning, training, and development days.

**Organisational structure and decision making**

The Trustees govern the organisation through quarterly Trustees meetings, and are advised by the finance and personnel sub-committees. The Trustees comprises a minimum of 6 Trustees and a maximum of 15. If a decision cannot be made at the quarterly Trustees meeting, it is delegated to a specific group of Trustees, usually a sub-committee, and the results communicated to all Trustees by email and ratified at the following Trustees' meeting. All Trustees attend one or both of the quarterly finance and personnel sub-committee meetings.

The officers meet between the meetings of the full Trustees meetings to discuss any immediate issues and to offer support to the Director, if any decision are made these are reported to the Trustees informally, as well as to well as to the next meeting. The day to day management of the organisation is delegated to the staff via the Director.

**Risk management**

In the last three years, the Trustees have increased their focus on risk analysis as a mean of protecting the charity and enhancing its performance.

The Trustees undertake reviews of the major risks to which the charity is exposed and ensures that systems are in place to mitigate these risks. Among the potential risks assessed were the loss of funding, trustee conflict of interest, bad publicity, new legislation, negligence, misuse of resources, overstretched management and low staff morale. Measures were identified that mitigate these potential risks and actions agreed, all of which enabled the charity's Trustees to deal effectively with the steep reduction in funding experience this year. Ongoing mitigation includes providing sufficient training and sound management for staff, clearly defined procedures, a survey of staff views, exit interviews, further diversification of funding, use of professional advice and insurance.

The Director uses the risk assessment as a management tool for reviewing specific projects and activities with a view to mitigating risk and enhances performance. The Trustee's risk management has been aligned with business planning and performance management. On a routine basis lower risk assessment, such as health and safety assessments are carried out by EOU staff. The EOU has a full complement of policies ranging from health and safety to personnel management. These are periodically reviewed and updated by staff and then presented to the Trustees for ratification.

**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

**Reserve policy**

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity. The risk register is reviewed annually. The Trustees are satisfied that systems are in place to mitigate exposure to the major risks.

It is the policy of the charity that unrestricted funds, which have not been designated for a specific purpose, should be maintained at a level equivalent from three to six month's expenses. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities whilst consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Details of funding sources, how expenditure in the year met objectives is outlined in the notes to the accounts on restricted funding.

**Statement on public benefit**

The Trustees are aware that the section 17 of the Charities Act 2011 requires charities to demonstrate that their work is of direct benefit to the public. When planning the Evelyn Oldfield Unit's activities each year, the Trustees take due regard of the Charity Commission's general guidance on public benefit.

In the interest of transparency, the Trustees make the following observations on the two key principles of the public benefit.

**Principle 1: There must be an identifiable benefit or benefits**

- 1a It must be clear what the benefits are  
The Evelyn Oldfield Unit (EOU) provides service to support organisations deliver on their charitable purposes. The services provided and benefits achieved in 2014/2015 are clearly set out in the accounts of objectives and achievements given in the body of this report.
- 1b The benefits must be related to the aims  
The Trustees review the activities of the charity against its aims on an ongoing basis and are satisfied that all activities continue to be related to the aims.
- 1c Benefits must be balanced against any detriment or harm  
No specific issues of detriment or harm have been reported.

**Principle 2: Benefits must be to the public or a section of the public**

- 2a The beneficiaries must be appropriate to the aims  
The EOU offers support to full range of RMCs in London, including distributing our e-bulletin, to over 1343 recipients. These organisations benefit a wide cross section of society in line with EOU's objects.
- 2b Where the benefits is to a section of the public, the opportunity to benefit must not be unreasonably restricted by geographical or other restrictions; or by the ability to pay any fees charged.  
The EOU's services are offered free of charge for the benefit of the refugees and migrants living in London and the society in general.
- 2c People in poverty must not be excluded from the opportunity to benefit  
As outlined above there is no restriction on benefits.
- 2d Any private benefits must be incidental  
A number of private benefits do necessarily arise from the activities of the charity. In particular the charity finds it essential to employ and remunerate staff. These private benefits are, however, incidental as they are a necessary by-product of carrying out the charity's aims.

**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

**Activities, achievements and performance**

There are six key service spheres provided by the Unit in 2014/2015 within a growing remit:-

- Partnerships and collaborative
- Capacity Building and Leadership
- Volunteering
- Women support
- Research
- Learning and Development

**Partnership and collaborative**

EOU Director and Development Team have been involved in a range of partnership and collaborative work with a number of mainstream organisations including Voluntary Action Islington, London Voluntary Sector Council, Black Training Enterprise Group, Race on the Agenda, Africa Educational Trust, the Home Office National Asylum Stakeholders Forum, Employability Forum, Refugee Council, Migrant Rights Network, PRAXIS, Migrant Resource Centre, Voice for Change England, Charity Evaluation Services, London Volunteer Centres, and GLA. This work has significantly raised the profile of the Evelyn Oldfield Unit, and has allowed the organisation to act as advocate and voice for the RMCO sector.

**Capacity Building and Leadership – Founding the Future Project**

As one of the leading organisations in the sector, the Evelyn Oldfield Unit's long tradition on 2<sup>nd</sup> tier activity is capacity building and leadership. We support local and regional Refugee and Migrant Community Organisations (RMCOs).

Through the Founding the Future project, EOU provided support to 19 small groups with:

- Identifying performance and organisational issues with the help of the Organisational Health Check form.
- Developing a formal Business Plans developed as resources for their development
- Recommendation on future development strategies to focus each group's future vision.
- Supporting with sample of fundraising applications to facilitate real life learning when groups requested fund raising which they expected to be 'bid writing for them' as opposed to learning how to conduct bid writing for themselves
- Developing fundraising strategy to ensure groups take these lessons on board

**Ongoing Impact** – the short programmes deliver outputs / outcomes but also have a long term impact e.g. SSRC [from previous consultancy support] continues to have a secure funding arrangement with the council following the intervention – as such, the effects are experienced long after the programme has been delivered which will be followed up via impact assessment over the next two years.

**The Enhance Desk Space** was established in partnerships with the Resource for London as a Lead organisation and under the administration of the Unit as part of the Founding the Future project. The Enhance Project provides free desk space for up to one year for small and emerging London based Black, Asian Minority Ethnic and Refugee (BAMER) groups. The following are part of the Enhance Desk Space activities:

- ✓ Flexible and rent free office space to small and emerging groups
- ✓ 9 events over three 3 years will be offered free space to organise their events with substantial additional support to ensure their success.
- ✓ a programme of seminars and training events that encourage collaboration, capacity building and the sharing of good practice between BAMER groups.

Additional activities delivered as part of the Founding the Future project includes:

- Evelyn Oldfield Unit working in partnership with Greater London Authority and Refugee Council has successfully delivered 3 free day-long workshops on **Income generation and sustainability** and how to create a business model for refugee and migrant groups. The three workshops were attended by 61 representatives of 55 refugee and migrant community organisations (RMCOs).

**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

- The Unit delivered one day training course on Researching Communities to 14 representatives from Camden's diverse voluntary and community sector through Voluntary Action Camden. The main aim of this workshop was to build the confidence of community groups to conduct community research, with a particular focus on exploring health inequalities in the area.
- The Unit developed partnership with other 5 RMCs to apply for funds at London Community Foundation MOPAC Victims Fund for a Safer Communities project to establish a unique network connecting four 'quadrants' of London to bring members of diverse communities together to address community crime and safety by collaborating with statutory agencies e.g. local authorities' and the police.
- The Unit has developed and submitted a bid in partnership with London Voluntary Service Council to apply for European Structural Investment Funds for the VCS Assist 2.0 Project to help London's voluntary and community sector (VCS) to participate in the 2014-2020 ESIF Programme. The VCS Assist 2.0 programme tackles the obstacles which prevent VCS organisations from participating in ESIF programmes through partnership building, advisory support and skills training. The project will also raise awareness of the ESIF programme and encourage partnership working between VCS organisations and private and public sector organisations to encourage wider participation in the ESIF programme.
- The Unit supported 2 organisations with funding applications and secured from Trust for London and Big Lottery Fund awards for all.

### **Volunteering – Building the Big Society Project**

Through Building the Big Society Project, 323 people were recruited and 203 matched to volunteer placements. 10% of the volunteers recruited are students of London Metropolitan University. Of 133 registered in our East London quadrant, we matched 40 Muslim women.

- Over 160 volunteers attended our AGM and 20 year anniversary with two dancing groups performing on a voluntary basis and eight organisations promoted their project activities at the event.
- Prepared 10 volunteering e-bulletins containing 203 roles for 94 organisations.
- Delivered two bespoke events with a 9 staff from Discovery Channel for World Refugee Day and delivered a Volunteer Shop with 21 new registrations.
- Organised a workshop on forced labour for 19 representatives of RMCs, delivered 3 evaluation workshops with 12 volunteers from organisations across 3 quadrants and presented to Greater London Volunteering member event for 15 members, with input from Iranian Kurdish Refugee Women's Organisation and Refugee Action.
- 31 RMCs were supported in addition to the 98 in year 1 and the 60 in year 2 with Private Sector Volunteering, Setting up Volunteer Projects, Income Generation and Sustainability and Diaspora Volunteering.
- Supported 65 people at trustee level by strengthening their Boards through skills audits and business planning. We also delivered training for 10 research mentors act in a voluntary capacity strengthening RMCs.
- Developed 2 funding applications for the Diaspora Volunteering Alliance to Postcode Lottery and Mercers Company, and prepared Islington African Communities for an assessment with a grants officer from Cripplegate Foundation.

### **Women Support Project**

During the period July 2014 to March 2015 the Unit through Supporting the Women Project has run:

- 7 awareness raising sessions on topics such as an FGM co-facilitation project with Manor Gardens, Understanding Welfare Reforms, Setting Up a Women's Project, Post-Natal Depression in the Somali Community, Improving Communication with health professionals, Hate Crime with MOPAC and supporting the launch the Network of Eritrean Women (85 participants in total)
- The Unit published a directory of women's services (currently being updated), which has been distributed at trainings to over 100 people.
- The Unit run successfully a course on Vicarious Trauma Management specifically for those in advisory/ senior roles.
- 25 groups received consultancy support on projects for vulnerable women and additional 10 groups are receiving regular support and advice.

**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

Additional activities have included:

- The Unit supported 2 organisations with funding applications to People's Health Trust and 1 organisation with business planning.
- We supported 2 organisations with re-launches, we helped set up a DV project, we helped 1 organisation to set up women's activities and with their project design, we helped another organisation with a small application to design research and workshops, and finally ongoing support for 1 organisation, including designing a consultation and registering with the Charity Commission.
- We supported additional 3 groups with websites, marketing and publicity.
- supporting the setting up of a Saturday Kosovar Women's club with yoga, peer to peer support and advice work and with end of project evaluation for their Strengthening Families Strengthening Communities project
- the launch of the Eritrean Women's Network, including support with constitution, consultation and organising the launch event
- supporting the West London Somalilanders and Daryeel Foundation to apply for Rosa funding for an FGM project and to set up awareness raising session on FGM for Hillingdon stakeholders;
- We have currently 13 female volunteers who are working on Supporting the Women project (some regular and some as one offs; all from migrant or refugee backgrounds)

## **Research Project**

- During the period August 2014 to March 2015 the Unit recruited 19 refugee and migrant community organisation representatives to take part in the 9 month Research for Action and Influence course.
  - We run 10 research sessions and 6 advocacy sessions, with input from the Association of research in the Voluntary and Community Sector, Asylum Aid, Sheila McKechnie Foundation and Migrant Voice.
  - We set up a mentoring project with 12 mentors. The mentors benefited from 2 training sessions and one follow up session.

The participants/learners have developed research projects on:-

- Pregnancy, nutrition and well-being, Somali women
- Mental health in the Nigerian community
- Mental health in the Kurdish community focussing on women
- Unemployment of Somali women and youth
- Domestic violence in the Somali community
- Latin Americans in London 1993-2003 – a study into the impact of regularisation
- Raising awareness of the Ahwazi community
- Raising awareness of the Kuwaiti community
- Needs and issues of the Iranian community
- Poverty within Kensington
- The impact of Latin American Women's Rights
- Youth radicalism
- Voting patterns of migrant women in Redbridge
- Effects of the cuts on disabled people

## **Learning and Development Project**

The E3 English language course for integration is designed to provide an innovative method of learning English for people from refugee and migrant backgrounds, particularly those from Somalia, Bangladesh and Pakistan.

Women are the priority, specifically individuals who traditionally have had little access and exposure to the English language. Five East London boroughs with the lowest levels of English language knowledge were targeted for recruitment: Hackney, Haringey, Tower Hamlets, Waltham Forest or Newham.

**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

- 550 learners have been recruited to take part in the course.
- 137 learners have been allocated to the Evelyn Oldfield Unit as part of the partnership.
- 220 e3 learners have signed up with e3 Social SEC Group.
- 175 of 220 (80%) e3 learners reporting that it has helped them to communicate better with neighbours and acquaintances.
- 183 of 220 (83%) e3 learners saying that it has improved their confidence in speaking English in shops and public transport.
- 113 of 220 (51%) learners reporting that it has helped them to communicate better with teachers, doctors and other professionals.
- 53 e3 learners have said that they have gained employment since starting the e3 project.
- 137 of 220 e3 learners have told us they are either already volunteering or interested in volunteering.

**Progression Routes:** During the evaluation stage, we found that ESOL is a popular Progression Route with 45% of e3 learners seeking formal ESOL studies, 18% seeking other formal study with 15% seeking Volunteering as a progression route and 36 % seeking paid employment. Work has now begun on liaising with Adult Learning / Lifelong Learning Teams across the target areas to progress e3 learners into formal education.

E3 Partnership also supports Social, Economic, and Civic (SEC) groups at St. Hilda's as well as partnering with St. Hilda's to provide Yoga and sewing classes.

### **Quality Assurance System**

The Evelyn Oldfield Unit has recently achieved International Standard Organisations (ISO) 9001 Quality Management systems standard and delivered 3 training programmes to 8 community groups on PQASSO and Investors in People quality standards.

### **Strategic plan for future periods**

The Unit's current five-year strategic plan ended in 2014 and is working together with the Young Foundation through a grant received from Big Assist to create a new strategic plan including operational plan, enabling it to capitalise on work to date, identify future income generation opportunities and ensure the organisation is fit-for-purpose for the current operating environment and political climate.



**The Evelyn Oldfield Unit  
Directors' report (continued)  
for the year ended 31 March 2015**

**Financial review**

The charity is reporting a surplus on the unrestricted fund for the year of **£5,481** (2014: £79,574). Within the unrestricted funds there was a net draw down of **£31,300** (2014 £67,827). Funds carried forward total **£155,023** (2014: £181,933) of which **£5,266** represents restricted funds and **£149,757** unrestricted reserves (2014: £36,566 restricted funds and £145,367 unrestricted reserves).

Grants receivable totalled **£223,048** (2014: £293,471). We thank the Big Lottery Fund, Trust for London, Comic Relief, The Department of Communities and Local Government and City Bridge Trust for their support and contributions.

The charity's costs were **£250,043** (2014: £289,139), of which **£139,295** (2014: £134,488) related to staff costs.

Staff numbers increased by 1.0 during the year.

**Disclosure of information to independent examiner**

The Members have confirmed that there is no information of which they are aware which is relevant to the independent examiner, but of which the independent examiner is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the independent examiners are aware of such information.

**Independent Examiner**

In accordance with Section 385 of the Companies Act 1985, a resolution proposing that Tom Fitch of Community Accountancy Self Help (CaSH) be reappointed as independent examiners of the company will be put to the annual general meeting.

**Exemption**

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

**Responsibilities of the trustees**

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies, as described on page 13, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the Committee must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity, and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

**Small company provisions:**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

On behalf of the Board of Trustees

Signed   
Name: Tahera Aanchawan, Chair

Date 11 May 2015

**Independent examiner's report to the trustees of  
The Evelyn Oldfield Unit  
for the year ended 31 March 2015**

I report on the accounts of the charity, which are set out on pages 11 to 16.

**Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

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

**Basis of independent examiner's report**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Tom Fitch BSc  
Community Accountancy Self Help  
1 Thorpe Close  
London  
W10 5XL

Date 11<sup>th</sup> May 2015

**The Evelyn Oldfield Unit**  
**Statement of financial activities**  
**(Incorporating the income and expenditure account)**  
**for the year ended 31 March 2015**

	Notes	Unrestricted & Designated Funds £	Restricted Funds £	2015 Total Funds £	2014 Total Funds £
<b>Incoming resources</b>					
Grants & donations	2	5,677	217,371	223,048	293,471
Membership & subscriptions		85	0	85	90
Bank interest		0	0	0	22
Other Income		0	0	0	7,303
<b>Total incoming resources</b>		<b>5,762</b>	<b>217,371</b>	<b>223,133</b>	<b>300,886</b>
<b>Resources expended</b>					
Charitable activities		0	246,488	246,488	283,745
Governance		281	3,274	3,555	5,394
		<b>281</b>	<b>249,762</b>	<b>250,043</b>	<b>289,139</b>
Net income / expenditure		5,481	(32,391)	(26,910)	11,747
Transfer between funds		(1,091)	1,091	0	0
Total funds brought forward		<b>145,367</b>	<b>36,566</b>	<b>181,933</b>	<b>170,186</b>
Total funds at 31 March 2015		<b>149,757</b>	<b>5,266</b>	<b>155,023</b>	<b>181,933</b>

All the activities of the charitable company are classed as continuing.

**The Evelyn Oldfield Unit  
Balance sheet  
At 31 March 2015**

	Notes	£	2015 £	2014 £
<b>Fixed Assets</b>	<b>3</b>			
<b>Tangible assets</b>				
Total fixed assets		1,522	1,522	583
<b>Current assets</b>				
Debtors	4	7,525		124
Cash at bank and in hand		152,593		204,707
Total current assets		160,118	160,118	204,831
<b>Liabilities</b>				
Creditors:	5			
amounts falling due within one year		6,617		23,481
Net current assets			153,501	181,350
<b>Net assets</b>			<u>155,023</u>	<u>181,933</u>
<b>The funds of the charity</b>				
Unrestricted funds			139,757	135,367
Designated Funds	8		10,000	10,000
Restricted funds			5,266	36,566
<b>Total funds</b>			<u>155,023</u>	<u>181,933</u>

**Exemption from audit**

For the year ending 31/03/15 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

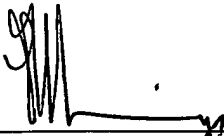
The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:

Signed T Aanchawan

Date 11 May 2015

**Tahera Aanchawan, Chair**

Signed 

Dated 11/05/2015

**Sithira Dayal Chanishta Pathberiya, Treasurer**

**The Evelyn Oldfield Unit**  
**Notes to the accounts**  
**for the year ended 31 March 2015**

**1. Accounting policies**

**Basis of the preparation of the accounts**

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2005), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the provisions applicable to companies subject to the small companies regime under the Companies Act 2006.

**Incoming resources**

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

**Pension costs**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity in the year.

**Resources expended**

These have been analysed using a natural classification.

**Depreciation**

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets with a cost exceeding £500 over their expected useful lives on a reducing balance basis.

The rates applicable are:

IT Equipment	33%
Furniture, fittings & equipment	33%

**2. Grants & donations**

	Unrestricted funds	Restricted funds	Total funds 2015	Total funds 2014
	£	£	£	£
Big Lottery Fund (CIP) BASIS	0	0	0	18,971
Big Lottery Fund (Migrant Engagement)	0	56,079	56,079	84,946
Trust for London	0	43,750	43,750	55,000
Dept Communities & Local Govt E3	0	40,836	40,836	15,292
Comic Relief	0	45,706	45,706	44,535
City Bridge Trust	0	31,000	31,000	0
Other grants & donations	5,677	0	5,677	74,727
	<b>5,677</b>	<b>217,371</b>	<b>223,048</b>	<b>293,471</b>

Includes income deferred in 2013-14 and introduced in 2014-15

**The Evelyn Oldfield Unit**  
**Notes to the accounts (continued)**  
**for the year ended 31 March 2015**

**3. Fixed Assets**

	<b>Computer equipment</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>
At 1 April 2014	7,746	7,746
Additions	1,699	1,699
Disposals	0	0
At 31 March 2015	<u>9,445</u>	<u>9,445</u>
<b>Depreciation</b>		
At 1 April 2014	7,163	7,163
Disposals	0	0
Charge this period	760	760
At 31 March 2015	<u>7,923</u>	<u>7,923</u>
<b>Net book value</b>		
At 31 March 2015	<u>1,522</u>	<u>1,522</u>
At 31 March 2014	<u>583</u>	<u>583</u>

**4. Debtors**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Trade debtors	0	124
Prepayments	6,680	0
Other	845	0
	<u>7,525</u>	<u>124</u>

**5. Creditors**

	<b>2015</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Trade creditors	0	2,625
HMRC	2,719	2,075
Deferred income (Migrant Engagement)	0	18,359
Other accruals	3,898	422
	<u>6,617</u>	<u>23,481</u>

**The Evelyn Oldfield Unit**  
**Notes to the accounts (continued)**  
**for the year ended 31 March 2015**

**6. Total resources expended**

	Unrestricted	Restricted	Total	Total
			2015	2014
	£	£	£	£
<b>Charitable activities</b>				
Staff costs	0	136,540	136,540	129,894
Other direct costs	0	109,948	109,948	153,851
	<u>0</u>	<u>246,488</u>	<u>246,488</u>	<u>283,745</u>
<b>Governance</b>				
Staff costs	231	2,524	2,755	4,594
Independent examination	50	750	800	800
	<u>281</u>	<u>3,274</u>	<u>3,555</u>	<u>5,394</u>

**7. Staff costs and numbers**

	2015	2014
	£	£
Gross salaries	120,758	101,890
Social security costs	11,179	16,977
Pension	7,358	15,621
	<u>139,295</u>	<u>134,488</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year was 4.5 (2014:3.5).

- 8. The trustees have created a designated staff contingency fund of £10,000 to meet unexpected contractual costs relating to staff.**

**9. Analysis of net assets by fund**

	Unrestricted & designated funds	Restricted funds	Total funds
	£	£	£
Fixed assets	0	1,522	1,522
Net Current assets	149,582	3,919	153,501
	<u>149,582</u>	<u>5,441</u>	<u>155,023</u>

**The Evelyn Oldfield Unit**  
**Notes to the accounts (continued)**  
**for the year ended 31 March 2015**

**10. Movements in funds**

	Opening balance	Incoming resources	(Resources expended)	Transfers	Closing balance
	£	£	£	£	£
<b>Unrestricted funds</b>					
General funds	135,367	5,762	(281)	(1,091)	139,757
Designated staff fund	10,000	0	0	0	10,000
	<u>145,367</u>	<u>5,762</u>	<u>(281)</u>	<u>(1,091)</u>	<u>149,757</u>
<b>Restricted funds</b>					
Big Lottery Fund (Migrant Engagement)	18,359	56,079	(74,000)	(431)	7
Trust for London	6,422	43,750	(50,172)		0
Dept. Communities & Local Govt. E3	0	40,836	(40,836)	0	0
Comic Relief	11,785	45,706	(53,754)	0	3,737
Fixed assets	0	0	0	1,522	1,522
City Bridge Trust	0	31,000	(31,000)	0	0
	<u>36,566</u>	<u>217,371</u>	<u>(249,762)</u>	<u>1,091</u>	<u>5,266</u>

Transfers: £700 from unrestricted to Big Lottery to fund programme.

£391 from unrestricted to fixed asset fund re purchases in previous years (net of depreciation).

£1,131 from Big Lottery to fixed assets reflecting purchases in the year less depreciation at 33%.

**11. Benefits in kind**

There were no benefits in kind in the period.

**12. Trustees' remuneration, benefits and expenses**

Trustees received no expenses, remuneration or benefits in this period.

**13. Related party transactions**

There were no related party transactions in the period.

**14. Independent examination and accountancy services**

During the period, the cost of the examination and accountancy services was £800.

**15. Glossary of terms**

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**Creditors** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.