

# **LIFELINE OPTIONS CIC**

## **Contents of the financial Statements**

**FOR THE YEAR ENDED 30 NOVEMBER 2020**

	<b>Pages</b>
Content Page	1
Company Information	2
Report of the Directors	3-4
Report of the Directors and Financial Statements	5
Income Statement	6
Balance Sheet	7-8
Notes to the Financial Statements	9
Income Statement (Trading and Profit and Loss Account)	10



# **LIFELINE OPTIONS CIC**

## **Company Information**

**FOR THE YEAR ENDED 30 NOVEMBER 2020**

**DIRECTOR:** Barbara Forbes

**SECRETARY:** David Forbes

**REGISTERED OFFICE:** Lifeline Options (CIC)  
Suite 421  
51 Pinfold Street  
Birmingham  
B2 4AY

**REGISTERED NUMBER:** 05610834

# **LIFELINE OPTIONS CIC**

## **Report of the Directors**

**FOR THE YEAR ENDED 30 NOVEMBER 2020**

The Directors present their report with financial statements of the company for the year ended 30 November 2020.

## **PRINCIPAL ACTIVITY**

The principal activity of the company in the year under review was the provision of professional consultancy and personal advice on a wide range of matters concerning the integration of refugees into the world of business and employment.

Lifeline Options (CIC) focuses particularly on personal and professional rehabilitation and the numerous issues within the Asylum system which impact on this process.

## **DIRECTORS**

The directors during the year under review were:

Mrs Barbara Forbes

Mr David Forbes

The beneficial interests of the directors holding office on 30 November 2020 in the issued share capital of the company were as follows:

Ordinary £1 shares	30.11.18	30.11.19	30.11.20
Mr David Forbes	1.00	1.00	1.00
Mrs Barbara Forbes	1.00	1.00	1.00

# **LIFELINE OPTIONS CIC**

## **Statement of Director's Responsibilities**

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and the profit or loss for that period. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- Prepare the financial statement on the going concern basis unless it is inappropriate to presume that the company will continue in business.

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

## **Statement as to disclosure of Information to Auditors**

So far as the directors are aware, there is no relevant audit information (as defined by section 476 of the companies Act 2006).

# **LIFELINE OPTIONS CIC**

## **Report of the Directors and Financial Statements**

**FOR THE YEAR ENDED 30 NOVEMBER 2020**

This report has been prepared in accordance with the special provisions applicable to companies subject to small companies' regime.

ON BEHALF OF THE BOARD:

A handwritten signature in black ink, appearing to read 'Barbara Forbes', written in a cursive style.

Mrs Barbara Forbes-Director

Approved by the Board on: 06/08/2021

# LIFELINE OPTIONS CIC

## Income Statement

FOR THE YEAR ENDED 30 NOVEMBER 2020

		30.11.18	30.11.19	30.11.20
	Notes	£	£	£
<b>REVENUE</b>	2	7,610.00	7,569.00	13,245.00
Cost of sales		-	-	-
<b>GROSS PROFIT</b>		<b><u>7,610.00</u></b>	<b><u>7,569.00</u></b>	<b><u>13,245.00</u></b>
Administrative expenses		<b><u>15,187.88</u></b>	<b><u>14,929.79</u></b>	<b><u>9,057.94</u></b>
<b>OPERATING PROFIT &amp; LOSS</b>		<b>(7,577.88)</b>	<b>(7,360.79)</b>	<b>4,187.06</b>
Interest receivable and similar income		-	-	-
Interest payable and similar charges		-	-	-
<b>PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<b><u>(7,577.88)</u></b>	<b><u>(7,360.79)</u></b>	<b><u>4,187.06</u></b>
Tax on profit on ordinary activities				
<b>PROFIT FOR THE FINANCIAL YEAR</b>		<b><u>(7,577.88)</u></b>	<b><u>(7,360.79)</u></b>	<b><u>4,187.06</u></b>
<b>AFTER TAXATION</b>				
<b>RETAINED PROFIT FOR THE YEAR</b>		<b><u>(7,577.88)</u></b>	<b><u>(7,360.79)</u></b>	<b><u>4,187.06</u></b>

# LIFELINE OPTIONS CIC

## Balance Sheet

FOR THE YEAR ENDED 30 NOVEMBER 2020

	Notes	30.11.18	30.11.19	30.11.20
	£	£	£	£
<b>NON-CURRENT ASSETS</b>				
Computer Equipment	-	-	-	-
<b>CURRENT ASSETS</b>				
Trade and receivables	-	-	-	-
Cash at bank and in hand	<u>1,560.39</u>	1,560.39	<u>2,570.27</u>	9,127.61
		<u>1,560.39</u>	<u>2,570.27</u>	9,127.61
<b>NON- CURRENT LIABILITIES</b>				
Trade payables		176.47	68.33	224.61
IR: PAYE & NI payable	-	176.47	-	224.61
			68.33	
<b>NET ASSETS</b>		<u>1,383.92</u>	<u>2,501.94</u>	<u>8,903.00</u>
<b>Financed by:</b>				
<b>CAPITAL AND RESERVES</b>				
Called up share capital		8,961.80	9,862.73	4,715.94
Profit and loss account		(7,577.88)	(7,360.79)	4,187.06
<b>SHAREHOLDERS' FUNDS</b>		<u>1,383.92</u>	<u>2,501.94</u>	<u>8,903.00</u>

## **LIFELINE OPTIONS CIC**

These financial statements have been prepared in accordance with the special provisions applicable to companies subject to small companies' regime.

For the year ended 30/11/2020 the company was entitled to exemption under section 477 of the companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

### **ON BEHALF OF THE BOARD:**

Barbara Forbes.



06/08/2021



# **LIFELINE OPTIONS CIC**

## **Notes to the Financial Statements**

**FOR THE YEAR ENDED 30 NOVEMBER 2020**

### **1. ACCOUNTING POLICIES**

#### **Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective June 2002).

### **2. REVENUE**

The revenue represents net invoiced sales of goods, excluding value added tax.

### **3. Capital and reserves**

The capital structure is made of:

#### **CALLED UP SHARE CAPITAL**

##### **Authorised:**

<b>Number:</b>	<b>Class</b>	<b>Nominal value</b>	<b>30.11.18</b>	<b>30.11.19</b>	<b>30.11.20</b>
			<b>£</b>	<b>£</b>	<b>£</b>
<b>1000</b>	<b>Ordinary</b>	<b>£</b>	<b>1000</b>	<b>1000</b>	<b>1000</b>

##### **Allotted, issues and fully paid:**

<b>Number:</b>	<b>Class</b>	<b>Nominal value</b>	<b>30.11.18</b>	<b>30.11.19</b>	<b>30.11.20</b>
		<b>£</b>			
<b>02</b>	<b>Ordinary</b>	<b>£</b>	<b>2</b>	<b>2</b>	<b>2</b>

# LIFELINE OPTIONS CIC

## Income Statement

FOR THE YEAR ENDED 30 NOVEMBER 2020

	30.11.18	30.11.19	30.11.20
£	£	£	£
<b>REVENUE</b>	<b>7,610.00</b>	<b>7,569.00</b>	<b>13,245.00</b>
Cost of sale	-	-	-
<b>GROSS PROFIT</b>	<b>7,610.00</b>	<b>7,569.00</b>	<b>13,245.00</b>
<b>Other income</b>	<b>-</b>	<b>-</b>	<b>-</b>
Bank interest receivable	-	-	-
	<b>7,610.00</b>	<b>7,569.00</b>	<b>13,245.00</b>
<b>Expenditure</b>			
Staff Training	1,351.10	141.90	357.40
Office rent	4,056.00	4,680.00	307.73
Printing and Stationary	1,759.11	275.61	985.47
Software	343.43	1,844.37	772.03
Pc/printer consumables	-	979.72	1,522.70
Donation	1,834.49	574.00	383.74
Telephone	917.64	1,131.65	478.53
Post and packing	449.94	478.05	517.05
Bank Charges	128.90	117.44	99.18
General Expenses	986.92	15.60	431.99
Interpretation charges	40.00	568.44	-
Other Travel cost	62.75	88.05	195.41
Professional Fees	2,747.29	2,667.89	1,650.00
Employer Insurance	412.31	411.73	280.14
Legal costs	98.00	63.00	189.00
Subsistence	-	396.66	806.00
Heat & Light	-	495.68	81.57
	<b>15,187.88</b>	<b>14,929.79</b>	<b>9,057.94</b>
<b>LOSS (PROFIT)</b>	<b>(7,577.88)</b>	<b>(7,360.79)</b>	<b>4,187.06</b>

**CIC 34****Community Interest Company  
Report**

**For official use**  
(Please leave blank)

*Please complete  
in typescript, or  
in bold black  
capitals.*

**Company Name in full** Lifeline Options Community Interest Company

**Company Number** 05610834

**Year Ending** (30/11/20)

*(The date format is required in full)*

Please ensure the company name is consistent with the company name entered on the accounts.

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

**PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

Lifeline Options managed, despite major external changes, to maintain full activity throughout the year. The first major upheaval came at the end of November 2019 when we, and several other companies on the same floor, were given 30 days notice to leave to permit an upgrade which would extend to the whole "B Peg" building over the ensuing months. This meant rapidly setting up a new PO Box, placement of a large number of files into access storage and ad hoc arrangements with the Piers Road Centre in Handsworth at the Peace Hub in the city centre to accommodate off-the-street appointments and (at Piers Road) office facilities..

The physical use of these premises was overtaken in March by the onset of the pandemic. Thereupon, our "techno", Yasir, was able to place the landline onto an Ap on our mobile phones alongside the mobile number. The major ongoing work was transferred from P/cs on to laptops and Home Working became the norm with socially-distanced encounters inside or outside the Piers Road Centre by appointment. Prior to this we had had excellent assistance from a placement student from Paris Nanterre University, Aissatou

Niaria. She showed great application, was efficient and unobtrusive and produced positive outcomes. Unfortunately the placement had to end four weeks early owing to COVID-19.

Despite the close-down of our face-to-face work, except for socially-distanced hand-over of biometric residence permits at Piers Road, we still managed to conduct well in excess of 100 interventions, about half of them being "renewals" on the much-regretted "ten-year route to settlement", with most of these being for waiver applications. This was a very important contribution as, in the absence of our charitable services, most of these individuals or families would have been obliged to pay the services of a lawyer without the benefit of Legal Aid just to escape the inflated government (Home Office plus NHS) fee. We also enjoyed 11 successes out of 17 appearances at the First Tier or Upper Tier Tribunal. The most satisfying of these involved refugee status for an abandoned Bangladeshi woman who had suffered two Mental Health hospitalizations during the year and was on watch in relation to safe upbringing of her four-year-old son. Her health and security for her parenting were soon secured once her status was secured in this country. Almost equally satisfying was a similar outcome for an Eritrean woman who had been the victim of trafficking and had been supported through major depression by the Black Country Women's Association. Meanwhile success on family reunification for Darfuri Sudanese refugees continued to be secured with the help of our Sudanese-Bahraini volunteer, Yasir. The Anglican, Baptist and Pentecostal churches had a significant involvement in these two cases.

A great support to this work was a £10,000 COVID-19 grant from Birmingham City Council, which allowed us to escape from deficit financing for the first time for many years, a situation aided by the removal of many of our overhead costs as a result of home working. The expression "home office" took on a different and more positive meaning than had sometimes been the case.

We continued to play a full part in Birmingham City of Sanctuary, with Yasir becoming prominent in the interfaith work with one of the local Mosques. Also notable was our fruitful contact with local MPs, particularly Colleen Fletcher and Shabana Mahmood. We made a major input into the Conclusions of the Permanent People's Tribunal through written submissions in September and an oral intervention at the Blended Live-Zoom Berlin PPT Summit 23-25 October. Our interventions were facilitated by the Secretary of the PPT, Margaret Healy from the English Mission of the Sisters of Saint Louis.

Although, our work with Handsworth Welcome ceased in March owing to the pandemic, we were able nevertheless to become a weekly "Food distribution" partner for some of our neediest clients through the work of the "Active Well-being Society Food Justice Network" - starting at the beginning of May 2020.

Thanks to the relatively young age profile of our beneficiaries we did not suffer any losses for COVID-19 during the year, although a number of people reported having fallen ill at one time or another. and there were observable impacts on mental ill-health at times. We were perhaps fortunate to be dealing with a sector which, although stressed and marginalised, is also resilient and hopeful of improvement in the continuing "hostile environment".

We lived through "unusual times" in the latter three-quarters of this period, but perhaps began to have a sense that there was a "new normal" emerging from the ongoing crisis. This would possibly include more "blended" meetings (Zoom was clearly here to stay), more Cloud Video Platform Tribunal Hearings and more home working, leading to an improved work-life balance.

DF

14.08.2021

(If applicable, please just state "A social audit report covering these points is attached").

(Please continue on separate continuation sheet if necessary.)

**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

- Birmingham City of Sanctuary
- RESTORE - Churches Together in Birmingham asylum and refugee befriending project
- Handsworth Welcome (churches asylum welfare project)
- West Midlands Red Cross/Derby RC/Leicester RC
- Coventry Refugee Centre/ Wulfrun and Bham Refugee Migrant Centres/Refugee Action Bham
- Nottingham Refugee Forum/Derby Refugee Forum
- Hope Housing and Hope Destitution (charities , Birmingham)
- OISC
- Asylum Support Appeals Project (ASAP) - London
- Piers Road Centre (Beneficiary -led projects)
- Quaker Asylum and Refugee Network (QARN)
- Journeymen Theatre

There has been no general consultation, but in our legal work we remain bound at all times by the regulatory provisions of the Office of the Immigration Services Commissioner and, as part of these provisions we are signed up to the ICO (Information Commissioner's Office)

(If applicable, please just state "A social audit report covering these points is attached").

**PART 3 – DIRECTORS' REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes). If no remuneration was received you must state that

"no remuneration was received" below.

***No remuneration was received by the Directors***

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below.

***No transfer of assets other than for full consideration has been made***


***(Please continue on separate continuation sheet if necessary.)***

**PART 5 – SIGNATORY (Please note this must be a live signature)**

**(DD/MM/YY)**

The original report  
must be signed by a  
director or secretary  
of the company

Signed



Date

14/08/21

**Please note that it is a legal requirement for the date format to be provided in full throughout the CIC34 report.**

**Applications will be rejected if this information is incorrect.**

*Office held (delete as appropriate) Director/Secretary*

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

David Forbes, Secretary Lifeline Options

Suite 421, 51 Pinfold Street

Birmingham B2 4AY

Tel 0121.359.5435

DX Number

DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:**

***For companies registered in England and Wales:* Companies House, Crown Way, Cardiff  
CF14 3UZ  
DX 33050 Cardiff**

***For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2**

***For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38  
Linenhall Street, Belfast, BT2 8BG**

**(N.B. Please enclose a cheque for £15 payable to Companies House)**