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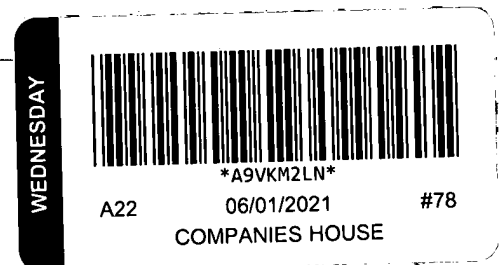
# **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

**Company Number 3446256**

**Registered Charity No. 1092258**

## **DIRECTORS' AND TRUSTEES' REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**



**ELLIOT, WOOLFE & ROSE**

**Chartered Accountants**

**Registered Auditors**

London

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

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**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

**YEAR ENDED 31<sup>ST</sup> MARCH 2020**

**LEGAL AND ADMINISTRATIVE INFORMATION**

Incorporation Number: 3446256

Registered Charity Number: 1092258

Trustees/Directors: B. Al resigned 27<sup>th</sup> May 2020  
M. Camacho  
F. Chen  
J. Daly  
H. Hanlan  
A. Inglis Jones resigned 21<sup>st</sup> February 2020  
V. Leitao appointed 27<sup>th</sup> May 2020  
A. Nadeem resigned 21<sup>st</sup> February 2020  
G. Poku  
K. Sanghani  
E. Sutherland resigned 1<sup>st</sup> October 2020  
C. Tragni  
J. Wood resigned 27<sup>th</sup> May 2020

Key Management Personnel A. Sharpe Company Secretary and Chief Executive  
U. Bal Project and Performance Manager  
J. Wood Project Manager  
J. Boyce Project and Building Manager  
R. Hayden Project Manager  
D. Warren Fundraising & Strategy Officer

Registered Office: Masbro Centre,  
87, Masbro Road,  
London W14 0LR

Auditors: Elliot, Woolfe & Rose,  
Chartered Accountants  
Equity House, 128-138 High Street,  
Edgware, Middlesex HA8 7TT

Solicitors: Russell-Cooke Solicitors  
2 Putney Hill  
London SW15 6AB

Bankers: HSBC  
21, Kings Mall, King Street,  
London W6 0QF

Governing Document: Memorandum and Articles of Association  
dated 8<sup>th</sup> October 1997

## **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

### **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

The Directors and trustees present the annual report and the financial statements for the year ended 31st March 2020

#### **LEGAL AND ADMINISTRATIVE DETAILS**

Urban Partnership Group is incorporated under the Companies Act 2006 as a company Limited by Guarantee. The Company obtained charitable status with the Charity Commission on 29<sup>th</sup> May 2002 under registration number 1092258. Only members of the Company may be appointed Directors/Trustees. New Trustees go on an Induction Course when first appointed.

The following Directors who are regarded as trustees of Urban Partnership Group held office during the year 31<sup>st</sup> March 2020.

B. Al resigned 27<sup>th</sup> May 2020  
M. Camacho  
F. Chen  
J. Daly  
H. Hanlan  
A. Inglis Jones resigned 21<sup>st</sup> February 2020  
V. Leitao appointed 27<sup>th</sup> May 2020  
A. Nadeem resigned 21<sup>st</sup> February 2020  
G. Poku  
K. Sanghani  
E. Sutherland resigned 1<sup>st</sup> October 2020  
C. Tragni  
J. Wood resigned 27<sup>th</sup> May 2020

#### **TRUSTEES' RESPONSIBILITIES**

The Trustees are responsible for preparing the Annual Report and the financial statements in accordance with the applicable law and regulations

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Have due regard to guidance published by the Charity Commissioners on public benefit;
- Prepare the financial statements on the going concerns basis unless it is inappropriate to presume that the company will continue in business.

## **Urban Partnership Group**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

### **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

The trustees are responsible for keeping proper accounting records that disclose with the reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with normally accepted accounting conventions. They are also responsibly taking steps for the prevention and detection of fraud and other irregularities. They delegate day-to-day running of the Charity to the C.E.O. and oversee remuneration of all employees.

The trustees are responsible for the maintenance and integrity of the corporate financial information included on the company's website. None of our Trustees receive remuneration, expenses or other benefits from the Charity.

#### **Statement as to disclosure to our auditors**

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditor is unaware, and
- the trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all steps that they are obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

#### **Mission Statement**

UPG is a registered charity and company limited by guarantee. It is funded principally by London Borough of Hammersmith and Fulham with additional support from central government agencies, grant making trusts, foundations and local businesses. UPG is run by a board of directors that meet every two to three months to agree the strategic direction of the organisation.

The overall mission of the Urban Partnership Group is to build community involvement in the economic, social and environmental regeneration in the London Borough of Hammersmith & Fulham and surrounding areas.

#### **Aims**

- Enhance and promote the health, leisure, social welfare and community environment of people in the Borough of Hammersmith and Fulham and surrounding areas.
- Reduce inequalities and remove discrimination and other cause of social exclusion in disadvantaged groups and communities in order to ensure that Hammersmith & Fulham is a place where everyone has the opportunity to live healthy and prosperously in tolerant, caring communities.
- Rebuild communities and improve opportunities for disadvantaged people to participate in work and other aspects of community life.
- Continually improve the delivery of services and implement innovative solutions to meet changing local needs and community aspirations.

#### **Public Benefit**

The Trustees confirm that they abide by the Charity Commission's general guidance on public benefit, complying with S4 of the Charities Act 2011 to have due regard to public benefit in pursuance of its objectives and activities.

## **Urban Partnership Group**

### **(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

## **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

### **Review of Progress and Achievements**

The Covid 19 pandemic has fundamentally changed everyone's lives. As an organisation that works closely with the community, we have developed a Covid 19 response that has dominated our work patterns since March this year.

Before the Coronavirus pandemic hit, we had continued to show growth and development and this is reflected in our turnover which has shown year on year increases rising to £1,920,000 an increase of £233,000 (14%) on the previous year.

The most significant event was the extension of our services on the White City Estate through taking on the management contract of the White City Community Centre from the White City Residents & Tenants Association in August 2019 and the Parkview Community & Maternity Champions contract which runs from the Centre in April 2019. Our green agenda was given a boost with the installation of 64 solar panels at the Masbro Centre providing some of our electricity, in February 2020. Then on Tuesday 17<sup>th</sup> March – six days before the Prime Minister announced the national lockdown – we closed all our centres and went onto an emergency response footing, that is ongoing.

### **Lockdown and Covid 19 Response**

We embarked on the following Covid 19 Response Strategy to support families, children and young people which is enshrined in our **"Contact, Connect and Care"** programme. This has entailed contacting all our users, reminding them we were here, offering help and support remotely and offering a supportive listening ear.

We used the information captured through our initial contacts to introduce a much needed food distribution service from 4 centres: - Edward Woods, Masbro, Springvale and White City Community Centres.

As a staff team we are undertaking Cobra meetings, daily to start with, and now twice a week. These meetings were setup to discuss how we could respond to the needs of families and individuals. We wanted to ensure support was relevant and reflected the pressing needs of families. We wanted to continue to deliver services and support the most vulnerable children, families, and young and older people in Hammersmith, Edward Woods and White City Estates. Our neighbourhood and holistic programme have come to the fore during this period.

### **Food Distribution**

Tackling Child Poverty has always been a high priority at the Masbro Centre as it is with Hammersmith and Fulham Council. Almost a third of children in the UK live in poverty and with lockdown significantly impacting families incomes, our food distribution service became a lifeline for some of our children, families and young people.

Across our sites at Masbro Centre, Edward Woods, Springvale and White City Community Centres, we have delivered over 15,000 food packages in Hammersmith, Edward Woods Estate and White City to children and families, young people, elders and vulnerable people. Packages include basic essentials, fresh fruit and vegetables, cupboard staples, fish and meats and ready meals. We established links with food partner agencies ensuring a wider variety of food was available to meet the cultural and dietary needs of families. Through the London Community Response fund we purchased industrial fridges and freezers for our centres and established a Cultural Flavours Food Partnership with Nubian Life and Lido Foundation that provided Caribbean and halal meals to bring cultural diversity to the food offer.

Our food distribution service is based on deliveries by City Harvest, Felix, UK Harvest and FareShare who previously delivered to our centres before the pandemic. This has been enhanced by food agencies such as Waitrose, Smile Brigade, Hawkesdown School, Central Gurdwara Temple, Chelsea FC.,

## **Urban Partnership Group**

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### **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

Marks & Spencers, Nourish, Chaudry TK Indian Restaurant Southall, Community Hub Kitchen, HoJa Taiwanese Restaurant Goldhawk Road, Esarn Kheaw Thai Restaurant Uxbridge Road, Nubian Life and Lido Foundation.

A big thank you to our food partner agencies who have made this possible and allowed us to cater for the cultural and dietary needs of our families. Our food distribution teams work tirelessly to get the fresh food and ready meals out on time. It is making a big difference and keeping us connected with our local community.

#### **Family Packs, Family Boxes and Science Packs**

Whilst children have remained at home, many low-income families have been struggling to buy supplies to complete activities at home with their children. With the help of donations and fundraising, we were able to put together extensive packs for families during lockdown. An enterprising local Mum Chloe Stellini has helped over 100 children in the Masbro Children's Centre area by fundraising with other local mums to buy over £1,500 of toys, board games and books from Waterstones and Orchard Toys.

We are delighted with the generosity and kindness of some of our Mums who have gone out of their way to help children and families in poor housing conditions and on low incomes. It is fantastic that the Children's Centre community can come together to help each other in these difficult times.

70 science packs and activity sheets were distributed to families, supplied by Imperial College. The packs were aimed at families with children between 7-11 years of age and were designed to encourage children to complete simple science at home, with a focus on creativity and making. Activities included writing/drawing about a space adventure, changing optical properties of water, designing an energy saving car and exploring different materials.

100 families received an Imperial College Family Box. The box contained resources to help families engage in health and wellbeing activities at home, helping to keep families engaged and safe over the summer holiday period. One of the standout items was a family journal, a tool to help bring families together to communicate feelings and record experiences through the lockdown.

#### **Lockdown Hero Campaign**

The Imperial College Community Action projects 'Who is your lockdown hero?' online campaign was launched in October 2020. This campaign encourages families to produce and share a home-made card to someone that was kind and supportive during the Coronavirus pandemic following the delivery of 100 resource boxes to families.

Families were asked to share their card on an online gallery with some text stating who the card was delivered to and why. This campaign was open to all; however, residents of Hammersmith and Fulham were eligible to enter an online prize draw, with a chance to win a tablet. Deadline for the prize draw is 30 November, with the winners being announced and notified on 4th December. #kindnessmatters #MyLockdownHero

#### **Reopening Covid Secure Centres**

After months of reviewing our use of space, assessing how we could deliver Covid secure services and implementing Covid secure measures to keep service users, families and loved ones safe, the Masbro Centre re-opened its doors to the community on 5<sup>th</sup> September 2020.

We have been cautious reinstating services and have adopted a phased approach which is reviewed on an ongoing basis. With the installation of hand sanitisers, air purifiers, hygiene entrance mats and office cleaning kits coupled with our robust cleaning rota we operate services in 'bubbles' to ensure we all keep safe. For some of our more vulnerable groups who cannot access services onsite we continue to deliver a virtual programme which they can access remotely. All staff have undertaken Covid 19 training and signed a code of conduct.

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**DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

**Investing in the future an ambitious capital programme to provide a new deal post Covid.**

It is important that we have the vision to look to a post Covid 19 world and have spent over £200,000 upgrading our establishments.

<b>Capital works</b>	<b>Narrative</b>	<b>Cost</b>
Art Room Masbro Centre	The Art Room has had no investment for over 30 years. An unsightly ceiling, grilled windows, uneven and passed sell by date flooring, inappropriate heating, and a motley assortment of metal and wooden cabinets. With the help and guidance of Hywel Pratley a UPG art tutor of considerable distinction the room has been transformed with new windows, new flooring, storage space and sink, plus open ceiling plus Covid 19 screens and air purifier to boot. This is now a state-of-the-art facility	£51,653
Refurbishment of walkways, windows and reception Masbro Centre	Associated works to art room and Push and Pull Gym, training rooms including walkways, reception, corridors, sports pitch cupboard and roofing works	£19,169
Training Rooms Masbro Centre	The new flooring and removal of grills from the training rooms has transformed this space now being used for the Junior Youth Club as well as adult learning with its own separate entrance in Milson Road.	£19,330
Masbro Centre Signage	With widescreen information screens and highly polished signage on both entrances plus continuity signage throughout the Centre a perfect finishing touch to the Masbro makeover.	£8,320
Laptops	With renewal of our laptops long overdue, new light weight laptops to help staff who are working in multi locations is a timely investment	£11,250
Food Distribution	6 Industrial Fridges and Freezers for Edward Woods, Masbro and White City Community Centre have been invaluable in our food distribution logistics.	£5,078
Edward Woods Community Centre	A new boiler, play surface, toilets and other associated works plus the solar panels to come.	£18,000
Brook Green Woodland Play Area	With all our Nursery provision now under one roof at Brook Green, Kayleigh Gibson and Dafina Basha were given licence to come up with a new play area. Didn't they do well!	£66,476
Refurbished Nursery space Brook Green	This was unplanned capital expenditure. Due to water damage and the necessity to get the space operational as quickly as possible, we invested in new flooring, toilets and painting of space.	£24,000
<b>Total costs</b>		<b>£223,276</b>



## **Urban Partnership Group**

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### **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

Capital investment is a key driver we believe, if UPG is going to be sustainable post Covid 19. We aim to build on this ambitious investment programme in the coming years.

We have continued our mission to improve the health, wealth and wellbeing of people who live and work in Hammersmith and Fulham and the surrounding areas. We have held good to our values over the years and this is now needed more than ever in these uncertain times.

The holistic ethos of the organisation has been retained with an ongoing commitment to work with marginalised sections of the community. We unreservedly support the Black Lives Matter movement and welcome its impact on how people from all races are treated and can contribute to society.

Putting children and families first is part of the ethos through our Children's Centres that not only includes the Masbro Centre, but the Masbro Brook Green Family Centre, Flora Gardens Children's Centre, Shepherds Bush Family Project & Children's Centre, and Edward Woods Community Centre. Securing the Central Area Locality Children's and Borough wide parenting contract has enabled us to sustain service delivery through our Children's Centres, youth and parenting programmes. The outreach team work closely with these parents supporting them for example into training or work. As well as running our own community kitchen and working with Hammersmith & Fulham Foodbank, we have also joined the Rose Voucher scheme first piloted in the south of the borough and which now will be delivered at all central Children's Centres offering vouchers of fresh fruit to families. Through our programmes of services and activities, we have developed a holistic model of delivery which is embedded in a targeted programme of evidence-based interventions. A vibrant programme of activities is run from all the five centres including Play and Learn, baby information workshops, legal advice sessions, birth registrations, developmental checks and much more. We work closely with a range of partners from health services, statutory authorities to third sector groups. We also have a policy of encouraging parents to have a real say in the planning and delivery of services.

To complement our children's services, we have been running evidence-based parenting programmes. The Confident Parent Happy Child parenting programme has built up a comprehensive range of parenting approaches from Triple P, Strengthening Families, Strengthening Communities, Mellow and Boys Development, to enable local people to build on their parenting skills and work together to develop programmes in their communities.

The Masbro Youth Club has established a hugely effective team with the appointment of two full time workers. The development of junior youth programmes and project work with senior youth members has maintained an engaging programme of activities for young people during the Covid 19 pandemic.

The community and maternity champions model has been an outstanding success. It is the "new community-development-work" and has been extremely effective on local estates. It is a highly successful asset-based development model. It reaches hard-to-reach communities that otherwise would not be involved in public health initiatives. The use of social media is a very important tool - WhatsApp groups have been very effective in bringing community and maternity champions together. This has also highlighted the IT divide with many households not having the resources or access to training to take advantage of these new initiatives.

The projects have revitalised community facilities on local estates establishing a range of activities far in excess of the funding given to the project. The Addison Community & Maternity Champions project has set up a thriving programme in Charecroft Hall a formerly redundant community facility. From health and wellbeing activities such as yoga, Pilates, Zumba to education classes and informative workshops, self-help activities around coffee mornings and half term activities for children and families. On Edward Woods a community kitchen has led to community champions distributing food parcels on a weekly basis to over 120 households on the local estate during the Coronavirus pandemic.

**Urban Partnership Group**  
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**DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

The additional funding generated by the community champions projects should not be underestimated. In response to the Grenfell tragedy the Edward Woods Community Champions initiated a project themselves that brought in creative play and trauma therapists to help the families and children come to terms with the horrific scenes they had witnessed from the estate and the loved ones they had lost. The creative circle project was born and is now in its second year of BBC Children in Need funding of £10,000 a year.

Another important issue has been food poverty and this had led to the launch of the weekly community kitchen at Edward Woods Community Centre supported by volunteer community and maternity champions. A £20,000 seed-corn grant followed to appoint a community kitchen co-ordinator which has led to another £14,000 from Hammersmith United Charities to sustain the project until March 2021. This project has been incorporated into our Coronavirus Response Food distribution programme.

The training programme has helped up-skill volunteers and has been a progressive route into employment for many community and maternity champions. We have secured employment opportunities running into double figures in the last 15 months over the three projects. The current coronavirus pandemic has obviously stalled opportunities in this area.

For a lot of community and maternity champions this has been the first opportunity to take up volunteering, helped improve language skills, self-worth and self-confidence, take up healthy living lifestyles and helped support their children and families.

The Masbro Elders Project has delivered a varied and diverse programme of events, activities and outings last year, encouraging older people to socialise, meet new friends and engage in lifelong learning opportunities. The Tea Club programme has held over 50 sessions including 14 trips out to places of local interest such as tours of Blythe House, Fulham Palace and Leighton House and further afield to Cookham. Our Advice and Information afternoons included a Warm & Well in Winter session, coping with hearing loss, Nutrition and Hydration, Muscular and Skeletal Health, Tech sessions and CAB talks on Disability benefits and online shopping. We held 12 physical exercise classes including dancercise and seated yoga. We have continued to build on and develop partnerships with local organisation such as the Science Museum, Imperial College, Bush Theatre, Royal Palaces and others to ensure our members can engage with a wide range of cultural and learning experiences. The Elders art class participated in H&F Artsfest last year along with members of the Tunes and Tea singing group. Our Volunteer Befrienders carry out a vital service, visiting people in their homes, helping to combat isolation and loneliness amongst frail, older people.

Since lockdown the Masbro Tea Club has continued to deliver a wide variety of online weekly sessions to members via zoom. We have held a total of 12 sessions between July and September including DIY face masks, a Chollah bread baking demonstration, Bollywood dance and drawing classes. We have delivered several Advice & Information sessions in partnership with H&F CAB, including the benefits of smart meters and a scams awareness talk. In August we ran a summer programme in partnership with UK Harvest which included a series of talks on nutrition and healthy eating with a focus on gut health. We acquired funding for a summer growing project and delivered, in partnership with HCGA, 50 growing kits with plants, seeds, soil and pots to isolated elders in the community. A total of 151 elders attended the online Tea Club zoom sessions during this period.

We are working to increase our volunteer numbers in order to better respond to the needs of older people in the community

## **Urban Partnership Group**

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### **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

The Skills Factory helps local people into training, volunteers and employment. This year we have helped over 100 adult learners gain qualifications in English, Maths, and IT functional skills. We have supported over 50 people into work through our ESF funded employment support projects known as Sweet and Gold. The Gold programme finished in September 2020 and the Sweet programme has been extended until 2022. We have two-year further funding from Trust for London. The new project will look at zero-hour contracts with particular reference to taxi drivers

The Masbro Centre is a unique community resource with indoor sports pitch, gym, dance studio, pottery and art workshops, training rooms, exhibition space, reception areas, offices, crèche, children's centre and youth facilities. Before the pandemic we provided over 100 activities a week and footfall of over 3,000 people a week; this is a "one stop shop" for services to the local community. The Centre offers a holistic programme of sports, leisure and learning activities for people of all ages and abilities complementing the Children's Centre and parenting programmes. These include:

Arts and Pottery classes  
Careers Advice and Guidance  
Employment and training services  
Events

Health & Fitness  
Older People Services  
Volunteering  
Youth Services

In addition, the Masbro outreach programme brings both information and services directly to communities in Hammersmith and Fulham ensuring equal access for residents, borough-wide.

Edward Woods Community Centre has introduced, sustained or hosted over 50 regular/weekly activities for people of all ages and interests. The footfall to the Centre had almost doubled and local residents are pleased with the additional activities and improved facilities. The introduction of the older people Xmas party and quarterly boot sales were regular events on the calendar. We were planning a community fun day for the summer of 2020, before the Covid lockdown. We hope to re-instate this for 2021.

Volunteering is a key element of service delivery and we have been ably supported by an army of volunteers for big one-off events, delivering befriending and outings for isolated older people, community champions plus office and administrative support. Another feature has been the support of local businesses in helping with gardening at Brook Green and a new kitchen and painting at Edward Woods.

#### **Future Work**

Last year we have improved connectivity between our five operating centres – Masbro, Edward Woods, Masbro Brook Green, Flora Gardens and Charecroft. The addition of the White City Community Centre has extended this progress.

The Coronavirus Pandemic has ensured we improved connectivity not only through our contact, connect and care programme and food distribution but also improved back office services and bringing the whole team together through Cobra meetings. We aim to build on this new enhanced service delivery model after the pandemic has been controlled.

An Eco audit was undertaken in July 2020 and we are working on plans to reduce our carbon footprint and raise awareness of this important issue as we develop a sustainable model of development. The most significant development in this area has been the introduction of 64 solar panels for the Masbro Centre. We aim to repeat the feat at the Edward Woods Community Centre.

Our ambitious programme of infrastructure investment has not only made us a Covid 19 secure employer but has opened up opportunities to utilise our centres more effectively and look to develop an affordable childcare nursery at Brook Green.

## **Urban Partnership Group**

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### **DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

UPG provides holistic solutions to complex problems based on mixed communities and cultural diversity. In difficult times the ability to provide opportunities and make a difference is central to our work. We believe we have the vision to create solutions for the future.

#### **Risk Management**

##### ***Financial Risk***

The Trustees have the overall responsibility for ensuring that UPG has an appropriate system of controls, financial and otherwise, across the entire organisation in order to provide reasonable assurance that:

- Proper records are maintained,
- Financial information is regularly available,
- Its assets are safeguarded against unauthorised use or disposition.

##### ***Regulatory Risk***

UPG ensures that there are systems and controls in place to ensure that it complies with all relevant laws and regulations

##### ***Operational Risk***

The Board of Trustees has concentrated on those areas where the charity is potentially at risk and includes continuation of funding to ensure solvency. Public liability, employee liability, and volunteers' personal risk when on site all have insurance cover. The security of all members of the communities we serve, and our staff are of paramount importance.

Through these procedures, the Trustees are satisfied that all major risks have been identified and procedures implemented so that key risks are adequately minimised.

UPG is a London Living Wage Employer.

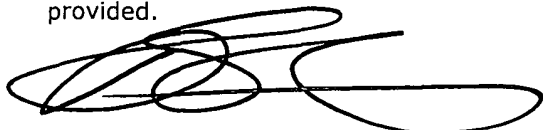
#### **Reserves Policy**

The aim of UPG's Reserves Policy is to ensure that its ongoing and future activities are reasonably protected from unexpected financial risks. These could include:

- Unexpected changes in funding streams or costs,
- Changes in working capital requirements to meet cash-flow needs,
- Specific funds required to meet unexpected one-off items of expenditure.

The Board of Trustees review regularly the adequacy of reserves to ensure solvency and continuity of operations. It is always an aspiration to have at least six months or more operating costs readily available as reserves, whilst continuing to maintain and improve the facilities we provide.

As at 31<sup>st</sup> March 2020, Restricted and Designated Reserves amounted to £33,415 and £301,708 respectively, and Unrestricted Funds amounted to £300,000 (see Notes 13, 15 and page 14). Restricted and Designated Funds will be spent only on the conditions under which they were provided.



Andy Sharpe  
Company Secretary & Chief Executive Officer  
25<sup>th</sup> November 2020

## **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

### **INDEPENDENT AUDITORS REPORT** **REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

#### **Opinion**

We have audited the accounts of Urban Partnership Group Limited (the 'charity') for the year ended 31st March 2020 which comprise the Statement of Financial Activities including Income and Expenditure, the Balance Sheet, the notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the accounts:

- Give a true and fair view of the state of the charitable company's affairs as at 31st March 2020 and of its incoming resources and application of resources for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and;
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) ISAs (UK) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the accounts section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the accounts in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- the trustees have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the accounts are authorised for issue.

**URBAN PARTNERSHIP GROUP**

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**INDEPENDENT AUDITORS REPORT (continued)**  
**REPORT FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the accounts and our auditor's report thereon. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the accounts are prepared is consistent with the accounts; and
- the Directors' Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report included within the Trustees Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the company is not entitled to claim exemption from preparing a strategic report due to it being a member of an ineligible group.

## **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

### **INDEPENDENT AUDITORS REPORT (continued)** **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

#### **Responsibilities of trustees**

As explained more fully in the Trustees' Responsibilities Statement, the trustees, who are also directors of the charitable company for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

In preparing the accounts, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the accounts**

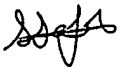
We have been appointed as auditor under the Companies Act 2006 and report in accordance with the regulations under that Act.

Our objectives are to obtain reasonable assurance about whether the accounts as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these accounts.

A further description of our responsibilities for the audit of the accounts is located on the Financial Reporting Council's website at: <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### **Use of our Report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



S.N. Seifert B.A. F.C.A.  
(Statutory Auditor)

25<sup>th</sup> November 2020

For and on behalf of  
Elliot, Woolfe & Rose, Statutory Auditor  
Equity House, 128-138 High Street,  
Edgware, Middlesex HA8 7TT

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**STATEMENT OF FINANCIAL ACTIVITIES AND INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

	Note	Unrestricted Funds			Restricted Funds	Total 2020	Total 2019
		Designated	General	Total	Total		
		£	£	£	£	£	£
<b>INCOME FROM:</b>							
Donations, Legacies & Grants	2	—	—	—	242,128	242,128	191,234
Charitable Activities	2	—	473,378	473,378	1,201,977	1,675,355	1,493,346
Investment Income		—	2,379	2,379	—	2,379	2,170
		<u>£—</u>	<u>£475,757</u>	<u>£475,757</u>	<u>£1,444,105</u>	<u>£1,919,862</u>	<u>£1,686,750</u>
<b>EXPENDITURE ON:</b>							
Raising Funds	3	—	82,489	82,489	—	82,489	50,348
Charitable Activities	3	—	381,170	381,170	1,428,972	1,810,142	1,574,020
Other	3	—	—	—	—	—	36,940
		<u>£—</u>	<u>£463,659</u>	<u>£463,659</u>	<u>£1,428,972</u>	<u>£1,892,631</u>	<u>£1,661,308</u>
NET INCOME		—	12,098	12,098	15,133	27,231	25,442
Transfers between Funds		53,648	(53,648)	—	—	—	—
NET MOVEMENT IN FUNDS		53,648	(41,550)	12,098	15,133	27,231	25,442
Total Funds Brought Forward		248,060	341,550	589,610	18,282	607,892	582,450
TOTAL FUNDS CARRIED FORWARD		<u>£301,708</u>	<u>£300,000</u>	<u>£601,708</u>	<u>£33,415</u>	<u>£635,123</u>	<u>£607,892</u>

The Notes on pages 16 to 25 form part of the Financial Statements.  
There are no recognised gains or losses other than the surplus for the year.



**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

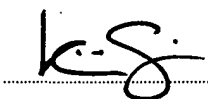
**BALANCE SHEET AS AT 31<sup>ST</sup> MARCH 2020**

		<u>2020</u>		<u>2019</u>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>FIXED ASSETS</u></b>					
Tangible Fixed Assets	6		136,415		101,947
<b><u>CURRENT ASSETS</u></b>					
Debtors	7	62,076		33,197	
Cash at Bank and In Hand		<u>534,191</u>		<u>564,990</u>	
		<u>596,267</u>		<u>598,187</u>	
<b><u>CURRENT LIABILITIES</u></b>					
Creditors: amounts falling due within one year	8	<u>97,557</u>		<u>92,240</u>	
<b><u>NET CURRENT ASSETS</u></b>			498,710		505,947
Provision for Liabilities and Charges			—		—
<b>NET ASSETS</b>			<u><u>£635,125</u></u>		<u><u>£607,894</u></u>
<b><u>FUNDS EMPLOYED</u></b>					
Capital Reserve	6		2		2
Restricted Funds	13		33,415		18,282
Designated Funds	15	301,708		248,060	
Unrestricted Funds		<u>300,000</u>		<u>341,550</u>	
			<u>601,708</u>		<u>589,610</u>
			<u><u>£635,125</u></u>		<u><u>£607,894</u></u>

The Notes on pages 16 to 25 form part of the Financial Statements.

These Financial Statements have been prepared in accordance with the Companies Act 2006 relating to Small Companies.

Approved by the Trustees/Directors on 25th November 2020 and signed on their behalf by:



K. Sanghani  
Chair of Trustees

## **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**

#### **1. ACCOUNTING POLICIES**

##### **Accounting Policies**

The Financial Statements of the Charity are prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" 2017, issued by the Charity Commission, the Companies Act 2006 and comply with the Company's Memorandum and Articles of Association, and are drawn up on the historical cost accounting basis.

##### **Fund Accounting**

Grants and other Income are accounted for on a receivable basis.

Income Streams will be identified as either Restricted or Unrestricted and reported in the Financial Statements appropriately.

Restricted Funds are monies raised for and their use restricted to a specific purpose or Grants subjected to donor-imposed conditions.

Unrestricted Funds comprise those monies which may be used towards meeting the Charitable Objectives of the Charity at the discretion of the Trustees.

All Income, including Grants is credited to the Statement of Financial Activities on a receivable basis. Restricted Income relating to future periods is not recognised as Income but is carried forward in Creditors as Income or Grants in Advance.

##### **Tangible Fixed Assets and Amortization**

Tangible fixed assets are included in the balance sheet at cost and include any incidental expenses relating to refurbishment works to the Opportunities Centre and the acquisition of other furniture and office equipment.

##### **Depreciation**

In order to match the useful life of the funding with its Assets, the following Depreciation policy has been used:

- 1) For assets acquired under short life projects, the amortization period is the time span of the project.
- 2) For Fixtures & Fittings and Equipment, three years on the straight-line basis.
- 3) Major improvements to buildings are amortized over 20 years.

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

**1. ACCOUNTING POLICIES (continued)**

**Leased Assets**

Rentals applicable to operating Leases, where substantially all of the benefits and risks of ownership remain with the lessor are charged to the Statements of Financial Activities on a straight-line basis over the term of the lease.

**Pension Costs**

Staff who previously worked for the Council continue to subscribe to the Local Government pension scheme (a defined benefit pension scheme) operated by Hammersmith & Fulham Council. The employers' contributions to the scheme are funded by the Urban Partnership Group.

Pension Costs in the current year were £112,572 (2019 – £67,940).

For other staff, Urban Partnership Group is in process of complying with the statutory auto-enrolment requirements.

**Taxation**

UPG is a registered charity and not subject to Income or Corporation tax on its Income or Activities provided that resources are expended on the defined Charitable Activities.

These accounts comply with The Charities SORP FRS 102.

# **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

## **NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

### **2. INCOMING RESOURCES**

	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>2020</u> <u>£</u>	<u>2019</u> <u>£</u>
<b><u>DONATIONS AND LEGACIES</u></b>				
<b><u>General Grant provided by Local Government</u></b>				
London Borough of Hammersmith and Fulham	—	133,200	133,200	£133,100
Solar Panels Appeal	—	32,186	32,186	—
	<u>£—</u>	<u>£165,386</u>	<u>£165,386</u>	<u>£133,100</u>
<b><u>CHARITIES AND TRUSTS</u></b>				
Trust for London	—	37,000	37,000	18,500
Trusts and Businesses - Other	—	30,062	30,062	39,634
BBC Children in Need	—	9,680	9,680	—
	<u>£—</u>	<u>£76,742</u>	<u>£76,742</u>	<u>£58,134</u>
	<u>£—</u>	<u>£242,128</u>	<u>£242,128</u>	<u>£191,234</u>
<b><u>CHARITABLE ACTIVITIES</u></b>				
<b><u>Service Contracts</u></b>				
LBHF – Family Support Contract	—	752,000	752,000	752,000
LBHF – Adult Learning Contract	—	17,136	17,136	17,208
LBHF – Edward Woods & Brook Green	—	166,228	166,228	166,228
LBHF – Community Champions	—	165,500	165,500	92,500
LBHF – Other Grants	—	5,265	5,265	—
BOF ESF and LCC Gold	—	86,050	86,050	96,702
NHS	—	5,000	5,000	—
PDT Skills Funding Agency	—	4,798	4,798	23,258
	<u>£—</u>	<u>£1,201,977</u>	<u>£1,201,977</u>	<u>£1,147,896</u>
<b><u>Activities and Fees</u></b>				
Childcare Fees	130,328	—	130,328	77,953
Masbro, Edward Woods & Brook Green Income	139,909	—	139,909	160,902
Course and Entrance Fees	74,564	—	74,564	68,049
Rental Income	14,910	—	14,910	13,000
D.B.S.	8,529	—	8,529	7,564
White City Community Centre	97,591	—	97,591	—
Sundry and Other Income	7,547	—	7,547	17,982
	<u>£473,378</u>	<u>£—</u>	<u>£473,378</u>	<u>£345,450</u>
	<u>£473,378</u>	<u>£1,444,105</u>	<u>£1,917,483</u>	<u>£1,493,346</u>

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

**3. ANALYSIS OF EXPENDITURE**

	<u>Total</u> <u>2020</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>
(a) <b><u>Fundraising</u></b> - all Unrestricted Funds		
Incurred in seeking grants	49,641	14,075
Advertising & Publicity	23,848	27,773
Premises Costs	9,000	8,500
	<u>£82,489</u>	<u>£50,348</u>
(b) <b><u>Charitable Activities</u></b> - (Restricted and Unrestricted)		
Wages	1,188,111	841,036
Premises	132,371	110,148
Repairs and Maintenance	38,902	19,383
Post, Printing and Stationery	24,713	23,339
Project Activities and Other Costs	360,809	268,882
Tutors, Assessors & Registration Fees	49,295	35,779
Depreciation	15,941	8,721
	<u>£1,810,142</u>	<u>£1,307,288</u>

Note:

- Costs are incurred only as deemed necessary for the proper performance of activities and projects. Where costs exceed Grants and other Restricted Funds received, they are met from Unrestricted Funds. It is, therefore, not feasible to differentiate that element of cost which is from Unrestricted Funds except in total.
- UPG uses a Departmental structure to record specific costs of each activity. General overheads and support costs are allocated on an area and cost basis for structure, and time spent basis for staff. Support costs may be regarded as Premises, Repairs and Maintenance, and Post, Printing and Stationery costs as noted above.

(c) **Designated Funds** - all Unrestricted Funds

Costs incurred during the year of £8,516 regarding major repairs have been written off against this fund.

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

3. **ANALYSIS OF EXPENDITURE (continued)**

	<u>Total</u> <u>2020</u> <u>£</u>	<u>Total</u> <u>2019</u> <u>£</u>
(d) <b><u>Staff</u></b>		
Salaries	1,015,597	854,613
Social Securities' Costs	82,945	69,502
Pensions	112,572	78,297
	<u>£1,211,114</u>	<u>£1,002,412</u>

The average number of employees, analysed by function, was:

Management and Administration	10	9
Projects	35	28
	<u>45</u>	<u>37</u>
Of these posts, part time staff were	<u>28</u>	<u>32</u>

No member of staff earned over £59,999.

In addition, there were 136 Volunteers whose services were used during the year.

(e) **Other Costs**

Impairment of Assets (see note 6)	<u>£ Nil</u>	<u>£32,543</u>
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(f) **Fees for Audit of the Accounts**

Audit fees	<u>£4,400</u>	<u>£5,500</u>
Other fees	<u>£5,000</u>	<u>£3,000</u>

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
(continued)

**4. DESCRIPTION OF PROJECTS (Restricted & Unrestricted Income and Costs)**

	<u>Masbro Centre &amp; COVID 19 Response</u>	<u>Masbro Centre Projects</u>	<u>Masbro Children's Centre &amp; Nursery &amp; Flora Gardens</u>	<u>Edward Woods, Brook Green &amp; White City Centres</u>	<u>Addison, Edward Woods &amp; White City Community Champions</u>	<u>TOTAL 2020</u>	<u>TOTAL 2019</u>
	£	£	£	£	£	£	£
<u>Significant Income</u>							
(Other than Main Grants)							
Service Contract	—	266,913	515,470	166,228	—	948,611	967,240
Course and Entrance Fees	148,024	4,356	128,308	156,391	—	437,079	312,817
Trust and Business	2,500	59,062	—	—	15,180	76,742	81,392
Rent and Other Income	47,743	—	2,020	80	12,642	62,485	32,633
	<u>£198,267</u>	<u>£330,331</u>	<u>£645,798</u>	<u>£322,699</u>	<u>£27,822</u>	<u>£1,524,917</u>	<u>£1,394,082</u>
<u>Charitable Costs</u>							
Staff Costs	90,812	366,926	500,007	242,709	149,467	1,349,921	1,002,412
Costs covered by Core Grants	(50,000)	(83,200)	—	—	(170,500)	(303,700)	(230,600)
by Other Grants	—	(88,866)	—	—	—	(88,866)	(59,898)
Other Costs	149,540	139,694	133,671	66,779	53,026	542,710	621,956
	<u>£190,352</u>	<u>£334,554</u>	<u>633,678</u>	<u>£309,488</u>	<u>£31,993</u>	<u>£1,500,065</u>	<u>£1,333,870</u>
Surplus/(Deficit)	7,915	(4,223)	12,120	13,211	(4,171)	24,852	60,212
Investment Income	2,379	—	—	—	—	2,379	2,170
<u>Project Outcome for the Year</u>	<u>£10,294</u>	<u>£(4,223)</u>	<u>£12,120</u>	<u>£13,211</u>	<u>£(4,171)</u>	<u>£27,231</u>	<u>£62,382</u>

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

**MASBRO CENTRE PROJECTS**

**4(a) DESCRIPTION OF PROJECTS (Restricted & Unrestricted Income and Costs)**

<u>INCOME</u>	<u>Access to Education &amp; Employment</u>	<u>Confident Parent, Happy Child</u>	<u>Masbro Older People</u>	<u>Masbro Youth Club</u>	<u>TOTAL 2020</u>	<u>TOTAL 2019</u>
£	£	£	£	£	£	£
<u>Significant Income</u> (Other than Core Grants)						
Service Contract	107,984	—	—	158,929	266,913	256,423
Trust and Business	37,000	—	400	21,662	59,062	44,332
Course and Entrance Fees	302	—	3,085	969	4,356	4,329
	<u>£145,286</u>	<u>£0</u>	<u>£3,485</u>	<u>£181,560</u>	<u>£330,331</u>	<u>£305,084</u>
<u>Charitable Costs</u>						
Staff Costs	118,524	102,764	41,328	104,310	366,926	255,873
Costs covered by Core Grants	—	(40,000)	(43,200)	—	(83,200)	(83,100)
by Other Grants	—	(88,866)	—	—	(88,866)	(59,898)
Other Costs	29,231	26,102	7,111	77,250	139,694	204,027
	<u>£147,755</u>	<u>£0</u>	<u>£5,239</u>	<u>£181,560</u>	<u>£334,554</u>	<u>£316,902</u>
<u>Project Outcome for the Year</u>	<u>£(2,469)</u>	<u>£0</u>	<u>£(1,754)</u>	<u>£0</u>	<u>£(4,223)</u>	<u>£(11,818)</u>



**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

**5. TRUSTEES' REMUNERATION AND DONATIONS**

The Trustees received no Remuneration, Expenses or Benefits, with one exception (see Note 11). No indemnity insurance is paid for trustees. No Donations to UPG were made by the Trustees.

**6. TANGIBLE FIXED ASSETS**

	<b>Equipment, Fixtures &amp; Fittings £</b>	<b>Freehold &amp; Leasehold Premises £</b>	<b>Refurbishment Costs £</b>	<b>Total £</b>
Balance at 1 <sup>st</sup> April 2019	178,064	32,545	341,395	552,204
Additions	50,409	—	—	50,409
Balance at 31 <sup>st</sup> March 2020	<u>£228,473</u>	<u>£32,545</u>	<u>£341,595</u>	<u>£602,613</u>
Depreciation at 1 <sup>st</sup> April 2019	164,762	—	252,952	417,714
Impairment of Assets brought and carried forward	—	32,543	—	32,543
Depreciation Charge for year	11,271	—	4,670	15,941
Depreciation at 31 <sup>st</sup> March 2020	<u>£176,033</u>	<u>£32,543</u>	<u>£257,622</u>	<u>£466,198</u>
Net Book Value at 1 <sup>st</sup> April 2019	<u>£13,302</u>	<u>£2</u>	<u>£88,643</u>	<u>£101,947</u>
Net Book Value at 31 <sup>st</sup> March 2020	<u>£52,440</u>	<u>£2</u>	<u>£83,973</u>	<u>£136,415</u>

Two Freehold properties, Masbro Centre and Edward Woods Community Centre, were transferred to the Company on October 4<sup>th</sup>, 2017 at no cost from the London Borough of Hammersmith and Fulham. They were transferred with Restrictive Covenants, so as to preserve their current use for the Borough. Consequently, their open market value is taken as £1 each, and a Capital Reserve has been created to show the transfer, at a value of £2.

As the value of Freeholds transferred has been taken as £1, the professional costs brought forward associated with the transfer were written off as Impairments.

**CAPITAL RESERVE**

	<b><u>2020</u></b>	<b><u>2019</u></b>
Reserve	<u>£2</u>	<u>£2</u>

**URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

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**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020**  
**(continued)**

	<u>2020</u>	<u>2019</u>
	<u>£</u>	<u>£</u>
<b>7. <u>DEBTORS</u></b>		
Revenue Grants	2,000	30,967
Other Debtors & Prepayments	60,076	2,230
	<u>£62,076</u>	<u>£33,197</u>

**8. CREDITORS**

**due within one year**

Hammersmith & Fulham Council	10,044	6,908
Other Creditors	37,156	46,470
Grants, Rents & Fees in Advance	13,034	13,117
Taxation	21,725	14,745
Accrued Expenses	15,598	11,000
	<u>£97,557</u>	<u>£92,240</u>

**9. CAPITAL EXPENDITURE**

The authorised capital and refurbishment commitments at 31<sup>st</sup> March 2020 were £ Nil (2019 – £ Nil).

**10. CONTINGENT LIABILITIES**

There were no contingent liabilities at 31<sup>st</sup> March 2020 (2019 – £ Nil).

**11. RELATED PARTY TRANSACTIONS**

The Related Party transactions to be reported are the Contracts of Employment for:-  
Mrs Alecia Sharpe, wife of the C.E.O., as a Project administrator for the Edward Woods Community Champions Project at a salary of £19,289, and  
Ms Judy Wood, a Trustee who is on the Board as required by Ofsted, as the Children's Centre Manager at a Salary of £32,142

**12. REMUNERATION OF KEY MANAGEMENT PERSONNEL**

Remuneration Costs Of 6 Key Personnel (see Page 1) £289,854 £266,097

## **URBAN PARTNERSHIP GROUP**

**(A Company limited by Guarantee)**

Charity Number 3446256

Company Number 1092258

### **NOTES TO THE FINANCIAL STATEMENTS**

#### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2020** **(continued)**

#### **13. MOVEMENT ON RESTRICTED FUNDS**

	<u>Balance at</u> <u>1<sup>st</sup> April</u> <u>2019</u> <u>£</u>	<u>Income</u>  <u>£</u>	<u>Expenditure</u>  <u>£</u>	<u>Balance at</u> <u>31<sup>st</sup> March</u> <u>2020</u> <u>£</u>
LBHF — Main Funding	—	133,200	133,200	—
LBHF — Family Support Contract	—	752,000	752,000	—
LBHF — Community Champions	—	165,500	165,500	—
LBHF -- Edward Woods and Brook Green	—	166,228	154,031	12,197
LBHF — Other Projects	—	22,401	22,401	—
Trust for London	9,953	37,000	38,755	8,198
PDT Skills Funding Agency	—	4,798	4,798	—
Better Opportunities Fund	7,493	45,380	52,873	—
LCC Gold	—	20,980	20,980	—
ESF Equip	—	19,690	6,670	13,020
BBC Children in Need	—	9,680	9,680	—
NHS	—	5,000	5,000	—
Other Trusts & Businesses	836	30,062	30,898	—
Solar Panels Appeal	—	32,186	32,186	—
	<u>£18,282</u>	<u>£1,444,105</u>	<u>£1,428,972</u>	<u>£33,415</u>

The balances at 31<sup>st</sup> March 2020 represent sums unspent at 31<sup>st</sup> March 2020.

#### **14. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<u>UNRESTRICTED</u> <u>£</u>	<u>RESTRICTED</u> <u>£</u>	<u>TOTAL</u> <u>£</u>
Tangible Fixed Assets	136,415	—	136,415
Debtors	62,076	—	62,076
Cash at Bank/in Hand	500,776	33,415	534,191
Creditors	(97,557)	—	(97,557)
	<u>£601,710</u>	<u>£33,415</u>	<u>£635,125</u>

#### **15. DESIGNATED FUNDS**

The Trustees have designated part of the Unrestricted Funds as a Repairs and Maintenance Fund, to maintain the premises and facilities that the Charity uses.

Costs incurred during the year of £8,516 regarding major repairs have been written off against this fund, and a new transfer of £62,164 to the Fund has been made.

Total Funds Carried Forward are £301,708 as shown on page 15.