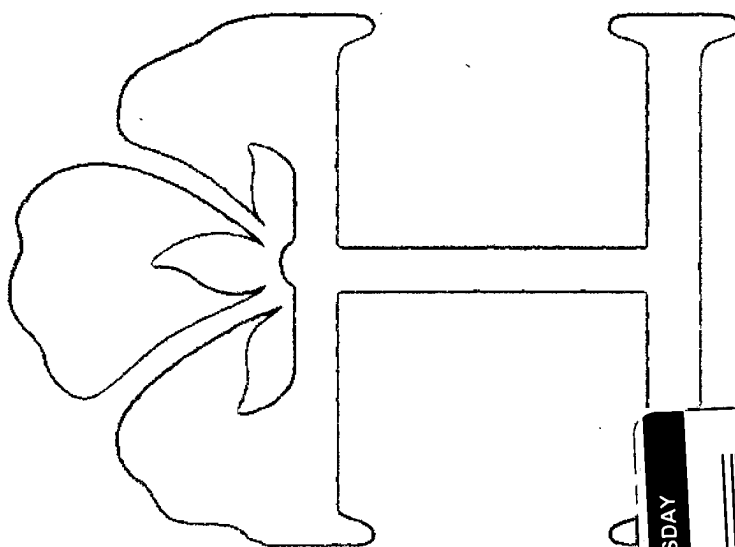




A Company limited by guarantee not having a share capital  
and a registered charity

TRUSTEES' REPORT  
AND FINANCIAL STATEMENTS  
FOR THE YEAR  
ENDED 31 MARCH 2020



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## LEGAL AND ADMINISTRATIVE INFORMATION

### Trustees

Rachel Youngman (Chair)

Michael Greenwood (Treasurer)

Elizabeth Hogarth

Geraldine McLeod (Resigned 18 November 2019)

Anne Stephens

Sara Khan

Margaret Crisell

Roz Morrison

Erika Szasz

Louise Swan

### Chief Executive and Secretary

Adrienne Darragh

### Charity number

01104094

### Company number

04533442

### Principal address and registered office

356 Holloway Road

London

N7 6PA

### Auditors

Myrus Smith

Chartered Accountants

Norman House

8 Burnell Road

Sutton

Surrey

SM1 4BW

## TRUSTEES' REPORT

### Report of the Trustees for the year ended 31 March 2020

The Trustees present their Report and Financial Statements for the year ended 31 March 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities", Charities Act 2011, Companies Act 2006 and UK Generally Accepted Accounting Practice.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by Section 415A of the Companies Act 2006.

### Objectives

The key charity objectives of Hibiscus Initiatives, hereinafter referred to as Hibiscus, are to

- relieve the poverty and the emotional, practical, social and legal needs of persons, in particular but not limited to women, who have been affected by criminal and social justice issues
- advance public education about such persons
- undertake any other charitable object

### Our Vision

A fair and just society where inequalities are eliminated from the criminal justice and immigration systems

### Our Mission

To support and empower vulnerable Foreign Nationals (FNs), Black, Minority Ethnic and Refugees (BMER) primarily women who are affected by the criminal justice system and immigration restrictions

### Our Values

**Social justice** - We are committed to social justice. We aim to impact positively on the lives of our clients

**Integrity and Respect** - We work with integrity, respecting the diversity of our clients, to overcome inequality of access to social justice

**Learning and Innovation** - We promote a culture of learning and innovation

**Inclusivity** - We promote a culture of inclusivity for everyone in our organisation

### Our Goal 2022

We will be a stronger, client centred organisation excelling in the delivery of responsive, innovative services, working collaboratively and influencing policy and research in the UK and internationally.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Activities

Hibiscus has a distinct expertise in working with marginalised Foreign Nationals (FNs); Black, Minority Ethnic and Refugees (BMER) in prison, in community, and in detention. Our primary focus is on working with women; we also work with men where this complements our work with women. This currently includes work with men in the Heathrow Immigration Removal Centres (IRCs) Harmondsworth and Colnbrook and families in the Gatwick Pre-Departure Accommodation (PDA).

Our principal activities fall into these strands:

- Community Services to Women;
- Specialist Advocacy and Advice Services to Women in Prisons;
- International Resettlement and Detention Services;
- Specialist Gender Specific Welfare Support to Women in Detention;
- Specialist Support to Families Facing Forced Removal;
- Anti-Trafficking;
- Mentoring and Volunteering.

As reflected in all the strands, the organisation exists to provide advocacy, advice, support and specialist services to empower our clients to enable informed choices and positive change. Support takes many forms and can include help to access legal advice/representation, family issues, social services, housing, mental health and well-being, education and training and help settling into the community either here in the UK or back in their home countries. An activity relating to all strands is to conduct research, communicate and raise awareness of the issues faced by our clients, with a view to influencing policy makers.

The Trustees, in making decisions about the activities, have had due regard to the charity commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant. All of the activities are considered by the Trustees to be in the public benefit.

All of our funders require ongoing and project end reports and have been satisfied that the outcome requirements have been met or exceeded.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Achievements and Performance

To improve efficiency and effectiveness we restructured our senior leadership team and departments. There are now two main service delivery departments providing support to our clients

- Community and Prison Services
- International Resettlement and Detention Services

Anti-trafficking work spans the entirety of our work. Volunteers and mentors complement and enhance our work across the organisation.

### Community Services to Women

With funding from Big Lottery Women & Girls we have a specialist women's centre and trained multilingual staff. Trauma-informed casework is central to our work, enabling us to work closely with women to assess needs, provide practical support, and link clients with other specialist agencies when needed.

Activities with a focus on wellbeing, therapeutic and educational services, are delivered in consultation with clients in response to need, to empower women to enhance their self-care, increase confidence and develop additional skills.

With funding from Comic Relief we delivered information workshops, therapeutic activities and coaching sessions to clients affected by gender-based violence.

Our community services also include work with partners and at Court.

### WrapAround Service

We continued our Pan London WrapAround Service, delivered under a Service Level Agreement funded by MOPAC in partnership with Advance, Women in Prison and Pecan. Our WrapAround project worker provides holistic support to women with experience of the Criminal Justice System through a support plan, one to one support and onward referrals to specialist agencies.

### Diversion Service

We commenced a new Diversion Project in October 2019, working with FN women who have been given Conditional Cautions with a requirement to engage in the Diversion service. The Diversion Project is funded by MOPAC through Advance and works in partnership with Women in Prison and Pecan.

### Court

Funded by the National Probation Service, the project aims to identify and support vulnerable FN women appearing at Court. Our skilled staff offer language and cultural support to FN women at court proceedings and where possible post sentence. The project is successful in engaging with other professionals at Court and improving outcomes for clients.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Achievements and Performance

#### Specialist Advocacy and Advice Services to Women in Prisons

We have maintained a collaborative relationship with the prisons; our aim is to continue and expand our support for vulnerable FN and BMER women in prisons.

Securing regular funding for this work has continued to be challenging, with the move away from Service Level Agreements by the prisons. We are therefore reliant on grants to deliver specific projects. We currently provide support to women in three prisons (HMP Bronzefield, HMP Peterborough and HMP Downview), through a combination of one to one casework and group sessions. We completed a six month Legal Help pilot project from October 2019, funded by the Violence Reduction Unit (through Advance charity and Women in Prison). This provided specialist legal services for vulnerable FN/BMER mothers who had experienced violence. Birnberg Peirce solicitors delivered the service in partnership with Hibiscus staff. Through this project we supported over 50 new mothers and the solicitors subsequently took on 10 new cases.

Funding secured from Comic Relief provided additional women-centred, trauma-informed support to clients affected by gender-based violence.

#### International Resettlement and Detention Services

Clients we support in detention frequently have complex histories and relationships, and while detained, are in a very difficult situation. We offer person-centred, emotional, and practical support, as well as tailored resettlement planning, ensuring clients are aware of their options.

Our positive working relationships with other stakeholder organisations in the UK and with a broad range of reputable international partners, enables us to refer or signpost clients to the most appropriate specialist support available to them, both whilst detained and on international return to country of passport. Common areas of support include in respect of gender-based violence, safe accommodation, re-establishing contact with families, LGBTQAI+, assistance to set up a small business, or skills training. In the last year there has been an increase in clients needing financial support once they return, since they face enormous challenges in securing work.

In recent years there has been a dramatic increase in the number of Brazilian clients within all centres, with a high percentage requesting support to return. This prompted a field trip to Brazil in March 2020 to better inform our work with Brazilian nationals and create links with agencies who can support clients on their return.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Achievements and Performance

#### Specialist Gender-Specific Welfare Support to Women in Detention

Our Specialist Welfare Service (SWS) has continued to develop. Hibiscus was successful in securing a funding extension for this work until December 2021. Our services have seen an increase in our work in relation to women who have been trafficked. Three staff are registered as 'first responders' with the Salvation Army, including our SWS project worker.

We have continued to offer specialist support via our Chinese buddy system, also open to our Vietnamese clients. Emotional wellbeing continue to be the focus for the service. Our work within Yarl's Wood has also been invaluable in terms of providing stakeholders with the voice of the women, as well as being an advocate and independent voice within the centre.

#### Specialist Support to Families Facing Forced Removal

We have a small specialist team of workers providing independent returns planning and preparation support to families held at the Pre-Departure Accommodation (PDA) near Gatwick Airport and who are facing imminent removal. The team provide holistic emotional and practical support to the whole family to support them at such a difficult time, as well as providing bespoke resettlement plans and detailed information about the support available for families on their return. The staff on this project have extended the range of resources we can offer to families including to those facing return to 'Third Countries'.

#### Anti-Trafficking

We continue to identify and support those that have been trafficked.

We partnered with the Sophie Hayes Foundation to deliver coaching and, via our partnership with Women at the Well, Albanian survivors of trafficking can access counselling in their first language.

Our Cultural Mediation project, funded by the Bell Foundation, has been in development; it will be delivered by a combination of a part-time project worker post dedicated specifically to women who have been trafficked, and preparatory research on cultural mediation in relation to cultural mediation work with women who have been trafficked.

In the year, with funding from Commonweal, we undertook research around the inequalities and injustices in appropriate and secure housing provision for female victims of trafficking who are seeking asylum. The report entitled Closed Doors will be published in August 2020.



## **TRUSTEES' REPORT**

Report of the Trustees for the year ended 31 March 2020

### **Achievements and Performance**

#### **Mentoring and Volunteering**

Our committed staff team are supported by volunteers and interns who make a valuable contribution to our work. During the year we offered work experience placements to interns from CAPA in the United States and King's Civic Leadership Academy in the UK and to social work students from London South Bank University. In addition, students from Protea Clinic (King's College) in partnership with Hammersmith & Fulham Law Centre, delivered legal clinics offering legal advice regarding immigration cases.

Mentors are selected and trained to provide much needed mentoring support to FN women in prison and in the community.

#### **COVID-19**

The occurrence of COVID-19 towards the end of the financial year resulted in the suspension of face to face work in the community, at Court, in the prisons, in the immigration removal centres and at the PDA; staff moved to working remotely from home. We responded quickly in adapting our work methods to continue to support clients remotely using multiple communication channels. We hope to resume some face to face work but envisage that some online activities may become a more integrated part of our service provision in the future, as we look towards how we work differently within the new environment.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Financial Review

The Trustees consider that the main risk the charity faces is not being able to raise sufficient funds to continue providing its core services. The fundraising programme is continually reviewed and the Trustees are very aware of the necessity to ensure that the charity has sufficient reserves.

The Trustees have also examined other operational and business risks faced by the charity and can confirm that suitable measures have been taken, wherever possible, to mitigate any significant risks.

The finance and compliance subcommittee review and update the risk register on a quarterly basis and report to the Board.

Our funders are as listed in notes 2 and 3 to the accounts.

Income increased from £1,183,580 in 2018/2019 to £1,244,255 in 2019/2020 with increased grants and contracts for our work. Expenditure for the year was £1,163,054, an increase on the previous year's expenditure which was £1,151,030.

The total funds held at March 2020 were £668,913, of these £44,561 are restricted, £207,513 are designated, and general funds stand at £416,839 up from £367,677 in the previous year.

The purpose of the restricted funds held is to further the work in the relevant service areas in accordance with the conditions of funding. See note 17.

Trustees have reviewed and re-designated reserves to set aside funds to meet financial obligations to staff and others in the unlikely event of the charity ceasing to exist. Other funds are set aside to meet potential costs outside the annual budget. Designated funds at March 2020 were £207,513 increased from £175,000 to meet the projected increased costs of contractual obligations and wind down costs, increased IT upgrade costs and increased exceptional need costs. See note 19.

The Trustees have reviewed the income it is to receive in the year to 31 March 2021 and believe there will be sufficient income to pay all debts as they fall due and to retain the current level of reserves.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Strategic Plan for Future Two Years

#### ***Increased client provision, involvement and participation***

**As an independent Charity we aim**

- ◆ to reach a greater number of vulnerable FN and BMER women in the community, prisons, Gatwick pre-departure accommodation (PDA) and immigration removal centres (IRCs)
- ◆ to provide specialist provision for those who have been trafficked
- ◆ to facilitate and promote co-production with our clients
- ◆ to promote equality of access to services
- ◆ to continue to improve what we do in a holistic and trauma responsive manner to support our clients throughout their journeys in the criminal justice system and the immigration system
- ◆ to secure a larger space for our women's centre
- ◆ to promote and facilitate skills development which lead to empowerment and independence
- ◆ to retain the provision of our current work with men at the Heathrow IRCs
- ◆ to retain the provision of our current work with families at the Gatwick PDA

#### ***Improved and extended partnerships and collaboration***

**As an independent Charity we aim**

- ◆ to develop a greater number of evermore strategic partnerships
- ◆ to promote collaborative working across the sector
- ◆ to participate in research in the UK and internationally
- ◆ to extend services in women's prisons and IRCs while exploring new ways of working
- ◆ to use our data, skills and research gathered in our work to influence policy and practices UK and Internationally
- ◆ to provide access to specialist support such as legal representation and counselling
- ◆ to diversify our funding base

#### ***Improved quality and the strive to excellence***

**As an independent Charity we aim**

- ◆ to be true to our vision and mission
- ◆ to evidence the quality and impact of our work
- ◆ to excel in the delivery of responsive and innovative services
- ◆ to be efficient and effective
- ◆ to have a skilled and committed board, staff and volunteers

## **TRUSTEES' REPORT**

Report of the Trustees for the year ended 31 March 2020

### **Structure, Governance and Management**

Hibiscus Initiatives is a company limited by guarantee without share capital incorporated on 12 September 2002 and registered with the Charity Commission on 2 June 2004 as a charity. Its governing rules are its Memorandum and Articles of Association. Prior to its incorporation the charity had operated since 1986 as an unincorporated charity under the name Female Prisoners Welfare Project. On incorporation it became FPWP Hibiscus Limited and changed its name to Hibiscus Initiatives by special resolution on the 9th September 2013. The Articles of Association were reviewed and updated during 2014 and formally adopted in October 2014.

While day to day responsibility is delegated to the Chief Executive, Adrienne Darragh and her senior leadership team, overall responsibility rests with the Board. Strategic decisions and those relating to conditions of employment for the Chief Executive and senior leadership team are made by the Board and where appropriate with the assistance of external professional experts.

The Chief Executive works closely with the Board and the senior leadership team. Senior staff each manage a team of skilled staff and volunteers and send regular operational reports on their projects' work to the Board members.

Hibiscus' administrative structure and governance arrangements are a crucial part of the organisation, driving performance and keeping delivery on track. The Director of Operations joined the senior leadership team this year; we worked to achieve the aims set out in the strategic plan; particular attention was paid to ensure staff training and support needs were met; IT improvements are in progress to ensure the organisation remains fit for purpose.

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Structure, Governance and Management

#### The Board of Trustees and Directors of the Company

Selection and appointment of Trustees is governed by the charity's Articles of Association. The organisation requires that all Trustees have a clear understanding of the criminal justice system and the needs and issues surrounding women in prison, including foreign national prisoners, those held in immigration removal centres in the UK, those released from both prisons and immigration removal centres into the community or returned back to their home countries, and issues surrounding trafficking and the phenomena of modern day slavery.

Upcoming vacancies on the Board will be advertised widely and on our website.

The directors of the charitable company are its Trustees for the purposes of charity law. The Trustees who have served during the year and since the year end were as follows:

Rachel Youngman	(Chair)
Michael Greenwood	(Treasurer)
Elizabeth Hogarth	
Geraldine McLeod	(Resigned 18 November 2019)
Anne Stephens	
Sara Khan	
Margaret Crisell	
Roz Morrison	
Erika Szasz	
Louise Swan	

## TRUSTEES' REPORT

Report of the Trustees for the year ended 31 March 2020

### Structure, Governance and Management

#### *Trustees' responsibilities statement*

The Trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these Financial Statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departure disclosed and explained in the Financial Statements;
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the Trustees are aware:

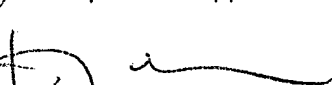
- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

#### **Auditors**

The auditors, Myrus Smith have expressed their willingness to continue in office and a resolution proposing their re-appointment will be put to the forthcoming Annual General Meeting.

#### **Approval**

This report was approved by the Trustees on 20th July 2020 and signed on their behalf, by:



Rachel Youngman  
Chair

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HIBISCUS INITIATIVES

(A Company Limited by Guarantee and not having a share capital)

## Opinion

We have audited the financial statements of Hibiscus Initiatives (the 'charitable company') for the year ended 31 March 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, 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 Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020, and of its incoming resources and application of resources, including its income and expenditure, for the year 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 financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements 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 financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company'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 financial statements are authorised for issue.

## Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements 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 financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements 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 financial statements 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.

## Opinions on other matters prescribed by the Companies Act 2006

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

- the information given in the trustees' annual report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' annual report has been prepared in accordance with applicable legal requirements.

# INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF HIBISCUS INITIATIVES

(A Company Limited by Guarantee and not having a share capital)

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

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

We have nothing to report in respect of the following matters in relation to which 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 financial statements 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 trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the trustees' annual report and from the requirement to prepare a strategic report.

## Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements 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 financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company'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 trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

## Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an independent 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 are 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 financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our independent 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 independent 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.

  
Stephen Jones FCA (Senior Statutory Auditor)

For and on behalf of

Myrus Smith, Chartered Accountants and Statutory Auditors

Norman House

8 Burnell Road

Sutton, Surrey

SM1 4BW

2 July 2020



## STATEMENT OF FINANCIAL ACTIVITIES

### INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2020

Company Number 04533442

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2020 £	Total 2019 £
<b>Income from:</b>						
Donations and grants	2	-	-	367,993	<b>367,993</b>	335,334
Charitable activities	3	875,993	-	-	<b>875,993</b>	848,071
Investments		269	-	-	<b>269</b>	175
<b>Total</b>		<b>876,262</b>	<b>-</b>	<b>367,993</b>	<b>1,244,255</b>	<b>1,183,580</b>
<b>Expenditure on:</b>						
Raising funds	5	16,276	-	-	<b>16,276</b>	15,860
Charitable activities	6	777,601	-	369,177	<b>1,146,778</b>	1,135,170
<b>Total</b>		<b>793,877</b>	<b>-</b>	<b>369,177</b>	<b>1,163,054</b>	<b>1,151,030</b>
<b>Net income/(expenditure)</b>	4	<b>82,385</b>	<b>-</b>	<b>(1,184)</b>	<b>81,201</b>	<b>32,550</b>
Transfers between funds	18	(33,223)	32,513	710	-	-
Net movement in funds		49,162	32,513	(474)	<b>81,201</b>	32,550
Total funds brought forward	18	367,677	175,000	45,035	<b>587,712</b>	555,162
<b>Total funds carried forward</b>		<b>416,839</b>	<b>207,513</b>	<b>44,561</b>	<b>668,913</b>	<b>587,712</b>

All income and expenditure is derived from continuing activities.

There were no recognised gains or losses for 2019 and 2020 other than those included in the Statement of Financial Activities.

The notes on pages 18 to 27 form part of these Financial Statements.

## BALANCE SHEET AS AT 31 MARCH 2020

Company Number 04533442

	Notes	2020 £	2020 £	2019 £	2019 £
<b>Fixed Assets</b>					
Tangible assets	12		-		-
<b>Current assets</b>					
Debtors	13	461,218		315,569	
Cash at bank and in hand	14	339,176		353,674	
		<u>800,394</u>		<u>669,243</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>131,481</u>		<u>81,531</u>	
Net current assets			668,913		587,712
<b>Net Assets</b>			<u>668,913</u>		<u>587,712</u>
<b>Income funds</b>					
Restricted funds	17		44,561		45,035
Unrestricted funds	18		416,839		367,677
Designated funds	19		<u>207,513</u>		<u>175,000</u>
<b>Total funds</b>	20		<u>668,913</u>		<u>587,712</u>


These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The Financial Statements were approved by the Board on 20th July 2020 and signed on its behalf by:



Michael Greenwood  
Treasurer

Rachel Youngman  
Chair



The notes on pages 18 to 27 form part of these Financial Statements.

## STATEMENT OF CASHFLOWS AS AT 31 MARCH 2020

Company Number 04533442

	Notes	2020 £	2019 £
Net cash provided by /(used in) operating activities	21	(14,498)	25,244
Cash and cash equivalents			
At 1 April		353,674	328,430
At 31 March		339,176	353,674

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 1 ACCOUNTING POLICIES

#### General information and basis of preparation

Hibiscus Initiatives is a company limited by guarantee registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the 'Legal and Administrative Information' on page 1 of this Trustees' Report and Financial Statements.

The charity constitutes a public benefit entity as defined by FRS 102.

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), The Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice .

The Financial Statements are prepared on a going concern basis under the historical cost convention.

The significant accounting policies applied in the preparation of these Financial Statements are set out below. These policies have been consistently applied to all years unless otherwise stated.

#### Income recognition

Items of income are recognised in the Financial Statements when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions have been met or are fully within the control of the charity;
- there is sufficient certainty that the receipt of the income is considered probable; and;
- the amount can be measured reliably.

#### Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and that the amount can be measured reliably.

Expenditure is allocated to each activity where the costs relate directly to that activity. Support costs, including governance costs, that do not relate directly to any activity are apportioned to each activity on the basis of staff time.

Expenditure is included under the following headings:

- Raising funds which comprises the costs associated with attracting voluntary donations and grants
- Charitable activities which comprises the costs associated with running the various activities, services and projects for the charity's beneficiaries

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020****1 ACCOUNTING POLICIES (continued)****Fixed Assets and Depreciation**

Tangible fixed assets costing in excess of £1,000 are capitalised and stated at cost less accumulated depreciation.

Fixed assets acquired for a specific project are expensed in the year of purchase.

Depreciation is provided so as to write off the cost of fixed assets at the following annual rates:

Office equipment            25% reducing balance

Computer equipment      25% straight line

**Fund accounting**

Unrestricted general funds are those funds which are freely available for use in furtherance of the objects of the charity.

Designated funds are unrestricted funds set aside by the Trustees for particular purposes.

Restricted funds are those funds which can only be used in accordance with the wishes of the donor or which have been raised for a particular purpose.

**Leases**

Operating lease rentals are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs**

The charity operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities in the year to which they relate.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 2 DONATIONS AND GRANTS

Grant and donation income was received from the following sources:

	2020 £	2019 £
<b>Restricted grants:</b>		
Big Lottery	150,000	150,000
The Bell Foundation	55,000	35,000
NPS	20,000	-
Esmee Fairbairn	21,573	21,231
Diversion	10,349	-
Comic Relief	62,527	16,703
Peoples Postcode	-	20,000
Advance and Women in Prison (Pan London)	43,944	32,250
Ministry of justice	-	50,150
Trust 4 London	4,600	-
The A B Charitable Trust	-	10,000
<b>Total restricted grants</b>	<b>367,993</b>	<b>335,334</b>
<b>Restricted donations</b>	-	-
<b>Unrestricted donations</b>	-	-
<b>Total grants/donations</b>	<b>367,993</b>	<b>335,334</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 3 INCOME FROM CHARITABLE ACTIVITIES

	2020 £	2019 £
<b>Contract income receivable</b>		
HMP Maidstone	-	80,400
HMP Peterborough	-	65,322
G4S	216,262	216,259
SERCO	57,120	57,120
MOPAC	60,000	-
COMMONWEAL Housing Ltd	10,000	-
CRC	-	11,950
Home Office	529,933	409,885
	<b>873,315</b>	<b>840,936</b>
Other income	2,678	7,135
<b>Total income from charitable activities</b>	<b>875,993</b>	<b>848,071</b>

All income from charitable activities recognised in 2019 and 2020 was unrestricted.

### 4 NET INCOME/EXPENDITURE

	2020 £	2019 £
<b>Operating surplus is stated after charging</b>		
Auditor's fee	2,520	2,472
Depreciation of tangible fixed assets (note 12): Owned	-	-

### 5 COST OF RAISING FUNDS

	Direct costs £	Support costs £	2020 £	2019 £
Fundraising activities	16,276	-	16,276	15,860

All of the expenditure recognised in 2019 and 2020 was unrestricted.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 6 COST OF CHARITABLE ACTIVITIES

	Direct costs £	Support costs	Total 2020 £	Total 2019 £
Support and advocacy to foreign nationals affected by the criminal justice and immigration systems	947,985	198,793	1,146,778	1,135,170

Of the £1,135,170 expenditure recognised in 2019, £760,171 was charged to unrestricted funds and £374,999 was charged to restricted funds.

### 7 ANALYSIS OF DIRECT COSTS

	Raising funds £	Charitable activities £	2020 £	2019 £
Wages and salaries	16,276	689,176	705,452	681,315
Staff travel UK	-	39,270	39,270	49,026
Staff training and conferences	-	7,341	7,341	10,108
Overseas resettlement and travel	-	57,489	57,489	55,190
External consultancy	-	79,846	79,846	78,177
Other direct costs	-	74,863	74,863	88,358
	16,276	947,985	964,261	962,174

### 8 ANALYSIS OF SUPPORT COSTS

	2020 £	2019 £
Office costs	76,118	90,183
Premises costs	117,175	92,711
Governance costs (note 9)	5,500	5,962
	198,793	188,856

### 9 GOVERNANCE COSTS

	2020 £	2019 £
Audit fees	2,520	2,472
AGM/Annual review	2,980	3,364
Committee meetings	-	126
	5,500	5,962



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 10 TRUSTEE AND BOARD MEMBER EXPENSES

During the year there were no payments made to Trustees in respect of expenses or fees (2019: £nil).

### 11 STAFF COSTS

Total staff wages for the year excluding national insurance was £602,229 (2019: £582,575).

Total social security costs for the year were £50,381 (2019: £49,323).

The average number of employees during the year was 24 (2019: 25).

The total employment benefits received by key management was £166,768 (2019: £160,270).

There were no employees with emoluments exceeding £60,000 (2019: None).

One employee received £9,450 by way of compensation for termination of employment (Termination Payment) (2019: £nil).

The charity operates a defined contribution pension scheme. Contributions during the year were £52,842 (2019: £49,417).

None of the Trustees or members of the Board received any emoluments during the year (2019: £nil).

Under FRS 102, employee benefits include gross salary, benefits in kind, employer's national insurance and employer pension costs.

### 12 TANGIBLE FIXED ASSETS

	<b>Office equipment</b>
	<b>£</b>
<b>Cost</b>	
At 1 April 2019	23,834
At 31 March 2020	23,834
<b>Depreciation</b>	
At 1 April 2019	23,834
At 31 March 2020	23,834
<b>Net book value</b>	
At 31 March 2019	-
At 31 March 2020	-

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 13 DEBTORS

	2020 £	2019 £
Rent deposit	8,782	8,782
Other debtors—voluntary income	1,000	18,750
Other debtors—contract income	446,530	282,973
Pre-payments	4,906	5,064
	<b>461,218</b>	<b>315,569</b>

### 14 CASH AT BANK

	2020 £	2019 £
Bank current account	120,659	127,837
Bank deposit accounts	212,813	224,451
Cash in hand	5,704	1,386
	<b>339,176</b>	<b>353,674</b>

### 15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	37,228	39,327
Sundry creditors and accruals	26,496	14,801
Income in advance	67,757	27,403
	<b>131,481</b>	<b>81,531</b>

### 16 OPERATING LEASE COMMITMENTS

The total future minimum lease payments under non-cancellable operating leases are as follows:

Due within:

One year

One to five years

	2020 £	2019 £
One year	32,854	32,854
One to five years	-	-
	<b>32,854</b>	<b>353,674</b>

At 31 March 2020 the company had annual commitments of £32,854 (2019: £32,854) for rent of premises under non-cancellable operating leases which expire in July 2023.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 17 RESTRICTED FUNDS

The funds of the charity include restricted funds comprising the following unexpended balances of grants held on trusts to be applied to specific purposes:

		Balance at 1 April 2019 £	Income £	Expenditure £	Transfers between funds £	Balance at 31 March 2020 £
<b>At 31 March 2020</b>						
The Bell Foundation	Anti Trafficking	1,386	55,000	36,890	-	<b>19,496</b>
Big Lottery	Community Services to Women	19,991	150,000	158,337	-	<b>11,654</b>
Comic Relief	Specialist Advocacy and Advice Services	4,572	62,527	66,682	-	<b>417</b>
Esmee Fairbairn	Community Services to Women	(40)	21,573	21,663	-	<b>(130)</b>
NPS	Community Services to Women, Court	-	20,000	17,932	-	<b>2,068</b>
Peoples Postcode	Community Services to Women	12,512	-	11,339	-	<b>1,173</b>
Pan London	Community Services to Women	3,175	43,944	38,200	-	<b>8,919</b>
Trust 4 London	Community Services to Women	-	4,600	3,636	-	<b>964</b>
Diversion	Community Services to Women	-	10,349	10,989	640	-
The A B Charitable Trust	Community Services to Women	3,439	-	3,509	70	-
		<b>45,035</b>	<b>367,993</b>	<b>369,177</b>	<b>710</b>	<b>44,561</b>

		Balance at 1 April 2018 £	Income £	Expenditure £	Transfers between funds £	Balance at 31 March 2019 £
<b>At 31 March 2019</b>						
The Bell Foundation	Anti Trafficking	7,742	35,000	41,419	63	<b>1,386</b>
Big Lottery	Community Services to Women	55,052	150,000	187,043	1,982	<b>19,991</b>
Comic Relief	Specialist Advocacy and Advice Services	-	16,703	12,131	-	<b>4,572</b>
Esmee Fairbairn	Community Services to Women	1,840	21,231	23,111	-	<b>(40)</b>
Ministry of Justice	Community Services to Women	-	50,150	50,197	47	-
Peoples Postcode	Community Services to Women	-	20,000	7,488	-	<b>12,512</b>
Pan London	Community Services to Women	-	32,250	29,075	-	<b>3,175</b>
Home Office	International Resettlement	16,848	-	17,598	750	-
The A B Charitable Trust	Community Services to Women	376	10,000	6,937	-	<b>3,439</b>
		<b>81,858</b>	<b>335,334</b>	<b>374,999</b>	<b>2,842</b>	<b>45,035</b>

Full details of the purposes of these funds are in the Trustee report in the Financial Review section.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 18 UNRESTRICTED FUNDS

At 31 March 2020	Balance at 1 April 2019	Income £	Expenditure £	Transfers between funds £	Balance at 31 March 2020 £
Unrestricted funds	367,677	876,262	793,877	(33,223)	416,839
Designated funds (note 19)	175,000	-	-	32,513	207,513
	542,677	876,262	793,877	(710)	624,352

At 31 March 2019	Balance at 1 April 2018	Income £	Expenditure £	Transfers between funds £	Balance at 31 March 2019 £
Unrestricted funds	324,304	848,246	776,031	(28,842)	367,677
Designated funds (note 19)	149,000	-	-	26,000	175,000
	473,304	848,246	776,031	(2,842)	542,677

### 19 DESIGNATED FUNDS

	2020 £	2019 £
The following funds have been set aside out of general funds by the Trustees		
Contractual obligations and wind down costs	177,513	155,000
IT Upgrades/Staff Training	15,000	10,000
Exceptional need	15,000	10,000
	207,513	175,000

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 20 ANALYSIS OF NET ASSETS BETWEEN FUNDS

2020	Unrestricted Funds £	Restricted Funds £	Total £
Current assets	755,833	44,561	800,394
Current liabilities	(131,481)	-	(131,481)
As at 31 March 2020	624,352	44,561	668,913

2019	Unrestricted Funds £	Restricted Funds £	Total £
Current assets	624,208	45,035	669,243
Current liabilities	(81,531)	-	(81,531)
As at 31 March 2019	542,677	45,035	587,712

### 21 NOTES TO THE STATEMENT OF CASHFLOWS

	2020 £	2019 £
<b>Reconciliation of surplus to net cash</b>		
Surplus for the year	81,201	32,550
(Increase)/decrease in debtors	(145,649)	(29,316)
(Decrease)/increase in creditors	49,950	22,010
<b>Net cash provided by/(used in) operating activities</b>	<b>(14,498)</b>	<b>25,244</b>

