

Company registration number: 08144361
Charity registration number: 1152227

Haringey Migrant Support Centre
(A company limited by guarantee)
Annual Report and Financial Statements
for the Year Ended 31 March 2021

Contents

| | |
|-----------------------------------|--------|
| Directors' Report | 1 |
| Independent Examiner's Report | 12 |
| Statement of Financial Activities | 13 |
| Balance Sheet | 14 |
| Notes to the Financial Statements | 15- 21 |

Directors' Report for the year ended 31st March 2021

The trustees, who are directors for the purposes of company law, are pleased to submit their report and independently examined financial statements for the year ended 31st March 2021.

Reference and Administrative Information

HMSC is a registered charity (number 1152227) and is constituted as a company limited by guarantee (number 08144361). Its objects, powers and other constitutional matters are set out in its Memorandum and Articles of Association. These financial statements comply with current statutory Memorandum and Articles of Association and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Registered office: 386 West Green Road, London, N15 3QL

Directors

The directors of the company are its trustees for the purpose of charity law but throughout this report are collectively referred to as the directors. The directors serving during the year and since the year end were as follows:

Lisa Crivello – Interim Chair (Appointed as trustee on 12 June 2021)

David Michael Rayns – Interim Treasurer (Appointed as trustee on 10 December 2020)

Grace Brown

Violeta Butcovan

Claudia Claros-Saavedra

Margaid Gosschalk (Resigned 25 February 2021)

Cornelia Bower (Resigned 10 December 2020)

Elizabeth Charles (Resigned 14 July 2021)

Isabella D'Emilio (Resigned 12 August 2021)

Kristina Glenn (Appointed 10 December 2020, Resigned 14 July 2021)

Elizabeth Heaton (Resigned 29 October 2020)

Helen Jackson (Resigned 10 December 2020)

Navjyot Kaur Johal (Appointed 14 January 2021, Resigned 31 July 2021)

Fiona Verity McKay (Resigned 14 Jan 2021)

Chris Parr (Resigned 10 December 2020)

Alec James Turner (Appointed 10 December 2020, Resigned 09 August 2021)

Bankers

Unity Trust Bank, Four Brindley Place, Birmingham, B1 2JB

Independent Examiner

Additude Ltd, 9 Rhapsody Court, Wakeman Road, London NW10 5DF

Directors' Report for the year ended 31st March 2021 (continued)

Objects, Aims and Principal Activities

The organisation is a charitable company limited by guarantee, incorporated 16 July 2012 and registered as a charity 31 May 2013. The Charity's operation is governed by its Memorandum and Articles of Association dated 16 July 2012 (amended 14 May 2013).

The Charity's purposes, as set out in the Charity's memorandum of association, are:

- to advance education and relieve financial hardship among all migrants, including refugees and asylum seekers, prioritising those facing multiple disadvantages and those residing in Haringey and other London boroughs; this will be achieved by providing support and specialist advice, particularly on immigration, housing and welfare issues;
- to preserve and protect the physical and mental health of all migrants;
- to provide facilities, both educational and recreational with the object of improving the conditions of life of those persons who have such needs by reason of their immigration status and their social and economic circumstances;
- to advance the education of the public in general about the issues relating to all migrants.

HMSC welcomes all migrants, regardless of their immigration status, unless they are naturalised British citizens and therefore entitled to mainstream advice and support.

Principal charitable activities

The principal charitable activity of Haringey Migrant Support Centre is in seeking to meet the above aims. We deliver our services through weekly drop-in and triage sessions and appointments with specialist advisers.

Public Benefit

Haringey Migrant Support Centre carries out a wide range of activities as detailed in pursuance of its charitable aims. In setting our work programme each year the Directors have regard to the Charity Commission's guidance on public benefit and ensure activities we undertake are in line with our charitable objectives and aims.

The Trustees are satisfied that the Company's activities throughout the year provided public benefit because:

- Its activities are free to the public;
- activities gave the public access to various support streams; and
- feedback from participants consistently praised the work of the Charity.

Impact of Covid-19 Pandemic

Throughout this financial year the Monday drop-in and social space in St John Vianney Church Hall remained closed and all associated activities were on hold. The triage and advice service continued in an altered form and with reduced capacity. Remote systems were gradually created throughout the year and a streamlined remote service was established in March 2021. The pandemic also delayed the implementation of the staffing structure; however, the charity continued running its services despite insufficient staff.

Directors' Report for the year ended 31st March 2021 (continued)

Review of Achievements and Performance

The Service

Before the pandemic in March 2020, HMSC ran a weekly drop-in and triage session offering appointments with specialist advisers and dealing with ongoing casework. The delivery of the triage session took place over two sites. The drop-in was held in a church hall, where visitors registered for the service, socialised and ate a hot meal. They were then directed to HMSC's office premises to be triaged; an initial assessment of their needs was made, and they were provided with advice and/or signposted to appropriate housing, welfare and health services or organisations. If necessary, visitors were offered an appointment for more in-depth advice for immigration and/or housing issues, with HMSC or outreach advisers.

The outbreak of the Coronavirus pandemic, at the beginning of this reporting period in March 2020, necessitated the closure of HMSC's in-person drop-in. The team were then faced with the challenge of needing to adapt the service for remote delivery. The final drop-in took place on Monday 16th March 2020.

It was quickly established that HMSC's regular drop-in service involved a lot of contact between people in an enclosed space, all sharing facilities and utensils. Visitors may have been potentially travelling from highly affected areas, have underlying health conditions or be living in overcrowded accommodation where the virus could quickly spread. Additionally, those from BAME communities face additional risks. For the safety of visitors, staff and volunteers, the drop-in could not reopen at a time where the risks far outweighed the benefits.

In the initial months of the pandemic, the priority was to progress existing cases and deal with existing waiting lists, such as the referrals to Legal Aid solicitors. Outreach immigration advisers from both Coram Children's Legal Centre and Islington Law Centre were able to help with following up on existing cases through, for example, further clarification of advice and taking additional statements. During these first few months, from April to June 2020, the team carried out casework for 154 visitors, only 29 of whom were new to the service. In this period alone, 663 emails were received to the casework email address; regardless of the lockdown, visitors urgently needed help. The temporary closure of many other local organisations served to increase demand.

As for advice and casework, the limitations were that HMSC did not have a well-developed and secure IT system suitable for remote working and supporting staff and a large team of volunteers. Following the closure of the drop-in, preparations were underway to convert all processes to a remote, paperless system.

Creating a remote system

HMSC's Centre Manager and Interim Office Manager met with different IT providers and carefully considered all options, concluding that the best solution would be to implement the Office 365 system, which would allow shared, cloud-based storage space, remote meeting facilities, emails and for the system to be backed-up. With funding from the London Community Response Fund, the IT migration was completed in October 2020 and staff were trained to use the new system in the subsequent weeks.

By June 2020, HMSC's Interim Office Manager was also proceeding with the implementation of Lamplight, the new case management system, which would allow for all visitor records to be stored and accessed electronically. The building phase required detailed specification of HMSC's processes and data capture needs. Work on the project, including data migration,

Directors' Report for the year ended 31st March 2021 (continued)

was finally completed in February 2021, with training on data input and reporting delivered to staff and volunteers.

With the new IT systems in place, in March 2021 HMSC set up two new virtual phone numbers to manage a regular system of communications for new queries as well as existing casework. The 'New Enquiries' line is in place for new visitors or those returning with a completely new issue, and the Catch-Up Line is for existing visitors with open cases to reach us. The New Enquiries line has received a high amount of traffic.

Calls received through these lines are triaged by a team of regular volunteers who were recruited in March 2021. These volunteers work completely remotely, calling visitors to triage them and creating new files in our online case management system. Without upgrading our IT systems, this work would not have been possible; volunteers can now work independently and communicate with one another and staff through Microsoft Teams when support is needed.

In conclusion, by the end of the reporting period, the new remote triage system was fully operational.

Financial support

Advisers and volunteers also continued to discuss the need to alleviate the immediate hardship issues of visitors by providing short-term financial support. At the outbreak of the pandemic, HMSC raised considerable funds through individual donations to the Coronavirus Hardship Fund enabling small discretionary grants to be distributed to visitors who have been flagged up by staff or volunteers.

A criterion was formulated to decide on the amount to be awarded to visitors. This took into account their circumstances, such as whether they had No Recourse to Public Funds, being street homeless or having children. HMSC's Grants Volunteer would then contact the relevant visitors and assess their need for financial support. In the second phase of the project he would also, whenever possible, apply for a grant to external funders. Funds raised in this way were used to reimburse the HMSC Coronavirus Hardship Fund for advances paid to the visitors.

In terms of hardship support for destitute visitors, from 1 April 2020 to 31 March 2021, HMSC provided:

- discretionary emergency payments, amounting to £4528.13, to 105 people;
- supermarket vouchers to 273 visitors, worth a total of £8820;
- 73 individual hardship grants, usually between £50 and £200 and amounting to £8537.50, obtained through an application to a charity on a visitor's behalf. This income is not recognised in the accounts as we do not have entitlement to it; we accept it on behalf of our visitors and pass it on to them. We want to thank the following funders for their support: Mary Strand Charitable Trust, The Heinz, Anna and Carol Kroch Foundation, The Vicar's Relief Fund and Nawaal Benevolence Fund.

HMSC also secured items of furniture for several visitors, through special grants.

Advice

Advice sessions continued remotely, over the phone. There were 214 advice sessions across the year, covering 137 different people. Of these, 123 sessions gave immigration advice (provided to 93 different visitors) and 91 advice sessions gave housing and welfare advice (provided to 64 different people).

Directors' Report for the year ended 31st March 2021 (continued)

Immigration advice

HMSC's approach has been carefully developed, reviewed and amended since the charity's opening, to best reflect the needs of visitors and the legal environment. Initially, HMSC was a more social and community space, but following the legal aid cuts access to advice became paramount for visitors to be able to secure a long-term improvement in their circumstances. However, HMSC has had to contend with several barriers in supporting our visitors to access immigration advice, caused in part by the pressure placed on the sector by the pandemic, as outlined above. There have also been external factors such as ongoing changes in the Immigration Rules, and restrictions and uncertainties around migrants accessing various forms of support, that were otherwise provided by the state to the wider population. These hostile policies had particular relevance for those visitors who were sleeping rough and facing an increased risk of deportation. In this period, the sector experienced an acute shortage of suitably qualified immigration advisers as well as good quality legal aid solicitors.

The role of in-house Immigration Adviser remained vacant for much of this period. Ongoing immigration casework was overseen by HMSC's existing staff whilst new queries were directed to outreach advisers. The team also signposted visitors to other providers of immigration advice and casework. In November 2020, when HMSC finally managed to recruit an in-house adviser, we finally had the support and expertise needed to inform immigration advice and casework as well as provide training and ongoing updates to staff and volunteers. In addition, in March 2021 two members of staff became accredited advisers at Level 1 of the Office of the Immigration Services Commissioner (OISC) scheme.

Outreach advice is a key facet of HMSC's model. A partnership with Islington Law Centre (ILC) continued to be operational during this reporting period. ILC specialist advisers have provided outreach immigration advice at HMSC for a number of years, including assisting with full representation for cases assessed as 'priority'. During this period, outreach advice was also provided by an adviser from Coram Children's Legal Centre, as part of the joint 'Moving out of Hardship' project with Hackney Migrant Centre, funded by the National Lottery Community Fund. Due to constraints arising from both the pandemic and internal re-organisation, both ILC and Coram had a reduced capacity this year. However, both sets of advisers regularly assisted in providing invaluable advice wherever possible. They provided additional support for a range of cases including complex issues such as domestic violence and previous criminal convictions.

Exceptional Case Funding

Applications for Exceptional Case Funding (ECF) have also been a key part of HMSC's model. Throughout the year, a small team of key volunteers continued to work on these applications for those whose cases fell outside the normal scope of legal aid.

Applications for ECF require an initial assessment of the merits of the visitor's case. Where the relevant advisers assess a need for full legal representation with potential eligibility for ECF, they are able to use an HMSC template letter which ensures the advice conforms to a consistent format. The Legal Support Volunteers then use these letters as the basis for applications to the Legal Aid Agency. Following a grant of legal aid, HMSC volunteers send referrals to trusted solicitors' firms specialising in immigration legal aid work. In 2020-21, HMSC referred a total of 56 visitors to legal aid solicitors.

This service underpins the wider way in which HMSC works, as there is a significant group of people who cannot access legal aid but have complex immigration cases and face extreme hardship. Without this type of casework, there would be nowhere for them to go and no route

Directors' Report for the year ended 31st March 2021 (continued)

to resolve their issues. With the recruitment of a team of Legal Aid volunteers in March 2021, HMSC has been able to rapidly increase outputs in this part of the model.

Housing and Welfare Advice

HMSC continues to employ a Destitution Coordinator to support families and single adults who are homeless or facing homelessness and/or financial destitution, with a focus on advocating with the local authorities' Social Services and Housing departments. Many of our visitors are not allowed to claim welfare benefits due to their No Recourse to Public Funds status, even when they have no other source of income because of, e.g., childcare or health issues. Others are not allowed to work as they lack lawful immigration status, or their status is not clear. The Destitution Coordinator continues to liaise with HMSC's immigration advisers to establish what support each individual may be entitled to, including support from Social Services. This is vital to help reduce destitution and homelessness among our visitors.

Following the outbreak of the pandemic, the priority was to support the most disadvantaged visitors, as the government announced its response to problems of rough sleeping and Covid under the 'Everyone In' policy. Local Authorities were explicitly instructed to use alternative powers and funding to assist homeless people with NRPF. At HMSC, this work was heavily supported by volunteers who were often able to connect homeless visitors to local mutual aid groups for food and necessities.

In May 2020, following the departure of our previous caseworker working under the 'Moving Out of Hardship' project, we recruited a new worker to a revised role with extended hours and remit. This caseworker and Destitution Coordinator work together to provide housing and welfare advice.

In 2020-21, HMSC supported 122 different visitors with issues relating to housing and welfare, from providing initial and full advice to advocating with statutory services and preventing evictions.

A profile of HMSC Visitors

In 2020-21, HMSC welcomed 388 visitors in total. The visitors arrived in the UK from 48 different countries; around 62% of them were women and 38% men. 208 (54%) of visitors had a dependent child or children in the UK.

During 2020-21, 40% of visitors were either homeless or in precarious accommodation, and 39% were destitute (i.e., without adequate accommodation and/or unable to meet their other essential needs).

Our records show that 73% of visitors in 2020-21 found HMSC through word of mouth and 9% through other charities. A further 4% were referred by other agencies including local councils, local MPs, the NHS, solicitors and faith groups.

Awareness-raising

HMSC has continued to campaign this year on issues affecting migrants. This has often been in collaboration with other organisations to raise awareness both locally and at a national level of migrants' social and economic circumstances and specific concerns.

During the Covid pandemic, HMSC had an unprecedented number of support requests from organisations in the sector who were campaigning on various policy issues, such as No Recourse to Public Funds and the Domestic Abuse Bill.

Directors' Report for the year ended 31st March 2021 (continued)

HMSC has also been involved in discussions with Haringey Council regarding homelessness and has led campaigning work on this. In May 2020, two of our volunteers analysed HMSC's findings and made a submission to the Housing, Communities and Local Government (MHCLG) inquiry into the impact of the coronavirus on homelessness, rough sleeping and the private rented sector. This work led to an open letter to local authorities that was signed by over 40 other groups and organisations. Volunteers continued this work across the year and, in October 2020 drafted a further letter to local authorities demanding their plans for local provision over the winter for non-UK rough sleepers. The grassroots organisations involved urged Local Authorities to release their action plans for how they will be supporting homeless people, especially asylum seekers and migrants.

Other causes supported by HMSC this year have included campaigns against evictions from asylum accommodation, campaigning for the right to work for asylum seekers, and calls on the Home Secretary to demand a public inquiry into the UK Government's handling of the pandemic.

Financial Review

The charity made a surplus on its General Funds of £52,008 (2020 – Deficit of £7,990) in the year. Free reserves (that is, funds which are neither restricted nor designated) increased from £28,161 to £80,169 at 31 March 2021. Total income during the period was £268,685 (2020 - £213,884).

Restricted grants and donations totalling £212,400 (2020 - £167,533) were received during the year. A brief description of the purpose of these funds and the amount of award spent or carried forward appears in note 13. Not all of the restricted income was spent in the year and £76,997 was carried forward.

Structure, Governance and Management

HMSC is a company limited by guarantee and a registered charity.

Appointment of Directors/Trustees

The Directors of the Charity are the Trustees for the purpose of charity law. The minimum number of Trustees is three; there is no maximum number. As set out in the Articles of Association, at each annual general meeting one third of the Trustees must retire from office. The Trustees have no beneficial interest in the Charity other than as members and all guarantee to contribute up to ten pounds in the event of winding up.

Trustee Induction and Training

New Trustees are provided with copies of the Memorandum and Articles of Association, together with the most recent Directors' and Trustee Report.

All Trustees continue to maintain a good working knowledge of Charity and Company Law and best practice by studying Charity Commission newsletters, together with attendance at appropriate external courses.

Organisation

The Trustees are responsible for the overall vision and strategic management of the Charity. The day to day running of the Charity is managed by the Centre Manager supported by a small team of staff as well as sessional workers on short term contracts and volunteers.

Directors' Report for the year ended 31st March 2021 (continued)

Volunteers

Volunteers continue to be central to the running of the Charity. As HMSC's systems moved online, existing volunteers supported staff in various areas of work: from maintaining contact with existing visitors, through advocating with local authorities and completing casework, to running errands and distributing small grants and vouchers.

Once the new remote system was in place, new volunteers were recruited and trained in all relevant areas of work. As of the end of the year, the volunteer team comprised: Triage Volunteers, Legal Support Volunteers, a Catch-Up Line Volunteer and a Grants Volunteer, alongside a small team of long-term volunteers who supported visitors around specific issues such as advocacy with social services or health services. Overall, HMSC has engaged a small number of skilled and experienced volunteers, who are supporting advisers and visitors remotely.

Organisational Development

An organisational review carried out in 2018 with the support of an external consultant, which served to identify the best organisational structure to ensure the sustainability and effectiveness of HMSC in the long term, identified the need to more clearly separate the 'front-office' advice and service work from the 'back-office' functions of administration and fundraising, and to create separate roles for each of these. By early 2020, the efforts to raise funds for the new structure had proved successful, and recruitment started – with minor modifications, resulting from organisational shifts in the intervening period and the impact of the pandemic. The year ended with a full staff team finally in place.

The Staff Team

Eva Doerr: Immigration Adviser (freelance, from November 2020)

Magali Francois: Interim Office Manager (freelance, until February 2021)
Casework Coordinator (from February 2021)

Alexa Goodman: Caseworker (until May 2020)

Amreet Johal: Development Coordinator (from February 2021)

Anna Konarska: Fundraising Officer (freelance, until September 2020)

Judith Lancet: Destitution Coordinator

Jane Laporte: Bookkeeper (freelance)

Karolina Maroszek: Centre Manager

Robin Walden: Caseworker (from May 2020)

Premises

HMSC has continued to rent office space from the Salvation Army at 2 Terront Road, initially under a two-year lease, extended in February 2020 for five more years.

The Trustees

As in previous years, HMSC Trustees met as a full Board every six weeks throughout the year and held its online AGM in December 2020, which was attended by staff, volunteers and other stakeholders. The Trustees also held several additional ad-hoc meetings to discuss the organisational review and how the Centre should respond to the pandemic. Other ad-hoc sub-groups were formed to support the recruitment of the new positions created under the new organisational structure.

Directors' Report for the year ended 31st March 2021 (continued)

The current Board includes individuals with a wide range of experience, and the knowledge and expertise necessary for the oversight and strategic development of the Charity, including financial management and organisational leadership, charitable and event fundraising, service provision and legal advice. HMSC also considers it important to include the perspective of the visitors who access our services, and we, therefore, are delighted to have a former visitor on the Board. The Trustees conducted an updated skills audit during the year, as a result of which new Trustees were recruited with backgrounds in financial management and employment law.

Principal Risks and Uncertainties

The Company undertakes periodic reviews for different areas of risk including, insurance cover; health and safety policies in the workplace and whilst performing; working with vulnerable people and young children; financial affairs; personnel practices; ICT technology. In relation to these matters, and apart from matters completely outside the Company's control, the Directors consider that the risks to which the Company is subject have been mitigated to a satisfactory level.

Reserves policy

Reserves are that part of a charity's unrestricted funds that is freely available to spend on any of the charity's purposes. HMSC maintains free unrestricted reserves:

- to provide a level of working capital that protects the continuity of our core work
- to provide a level of funding for unexpected opportunities
- to provide cover for risks such as unforeseen expenditure or unanticipated loss of income.

The board of trustees will review the above criteria with reference to HMSC's strategy and business plans and determine the target level of free reserves to meet these.

The Board of Trustees will at times designate funds from free reserves for significant project costs or replacement of major assets.

In line with guidance issued by the Charity Commission, trustees regularly review the reserves of the Charity and have adopted the following policy:

We aim to maintain unrestricted reserves sufficient to meet any redundancy payments and to maintain activity for 6 months

Plan for future periods

In the next 12 months, we aim to:

- Hold an organisational Strategy Day to kickstart work on the production of a 5-year strategic plan;
- Conduct a review of roles and responsibilities of staff and trustees, including a review of the Trustee induction pack and trustee development procedures;
- Conduct a review of employment policies and internal communications systems;
- Continue to raise funds towards our advice work in order to strengthen in-house provision as well as consolidating partnerships with relevant organisations in the sector;
- Conduct a review of external communications and direct fundraising in order to increase levels of our unrestricted income;
- Ensure that our premises remain fit for purpose and that all safety risk assessments in respect of staff, visitors and volunteers in the building, are up-to-date.

Directors' Report for the year ended 31st March 2021 (continued)

Statement as to Disclosure of Information to the Independent Examiner

Each of the persons who are directors at the time when this report is approved confirms that:

- (a) So far as each director is aware, there is no relevant audit information of which the company's auditor is unaware; and
- (b) to the best of their knowledge and belief, each director has taken all the steps that ought to have been taken as a director, including making appropriate enquiries of fellow directors and of the company's auditor for that purpose, in order to make themselves aware of any information needed by the company's auditor in connection with preparing its report and to establish that the company's auditor is aware of that information.

Independent Examiners

A resolution to re-appoint Additude Ltd as the company's Independent Examiner will be put forward to the forthcoming Annual General Meeting.

The directors have prepared this report in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

Approved by the Board and signed on its behalf by:



.....
Lisa Crivello

Interim Chair

Date: 09/12/2021

Directors' Report for the year ended 31st March 2021 (continued)

Statement of Trustees' responsibilities

The Trustees (who are also the Directors of HMSC for the purposes of company law) are responsible for preparing the Directors' 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 or expenditure, of the charitable company for that period.

In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and accounting estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The Trustees are responsible for keeping proper and 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.

Independent Examiner's Report to the Directors of Haringey Migrant Support Centre for the year ended 31st March 2021

We report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 13 to 21.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. I am qualified to undertake the examination by being a qualified member of CIPFA.

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

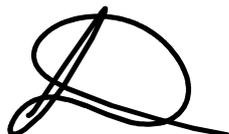
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Andi Dollia, CPFA
ADDITUDE LTD
9 Rhapsody Court
Wakeman Road
London NW10 5DF

Date: 06 DEC 2021

Statement of financial activities for the year ended 31st March 2021
(incorporating an income and expenditure account)

| | | 2021 | | | 2020 | | |
|------------------------------------|------|----------------------|----------------------|-----------------------|----------------------|-----------------------|-----------------------|
| | | Restricted | Unrestricted | Total | Restricted | Unrestricted | Total |
| Income from: | Note | £ | £ | £ | £ | £ | £ |
| Donations and legacies | 3 | 212,400 | 56,285 | 268,685 | 167,533 | 46,276 | 213,809 |
| Charitable activities | 4 | - | - | - | - | - | - |
| Other income | | - | - | - | - | 75 | 75 |
| Total income | | <u>212,400</u> | <u>56,285</u> | <u>268,685</u> | <u>167,533</u> | <u>46,351</u> | <u>213,884</u> |
| Expenditure on: | 5 | | | | | | |
| Raising funds | | 9,656 | 4,277 | 13,933 | - | 4,631 | 4,631 |
| Charitable activities | | 188,231 | - | 188,231 | 126,720 | 49,710 | 176,430 |
| Total expenditure | | <u>197,887</u> | <u>4,277</u> | <u>202,164</u> | <u>126,720</u> | <u>54,341</u> | <u>181,061</u> |
| Net income (expenditure) | | <u>14,513</u> | <u>52,008</u> | <u>66,521</u> | <u>40,813</u> | <u>(7,990)</u> | <u>32,823</u> |
| Transfers between funds | | - | - | - | - | - | - |
| Net movement in funds | | <u>14,513</u> | <u>52,008</u> | <u>66,521</u> | <u>40,813</u> | <u>(7,990)</u> | <u>32,823</u> |
| Reconciliation of funds: | | | | | | | |
| Total funds brought forward | | <u>62,484</u> | <u>28,161</u> | <u>90,645</u> | <u>21,671</u> | <u>36,151</u> | <u>57,822</u> |
| Total funds carried forward | | <u>76,997</u> | <u>80,169</u> | <u>157,166</u> | <u>62,484</u> | <u>28,161</u> | <u>90,645</u> |

The notes on pages 15 to 21 form part of these financial statements.

Balance Sheet as at 31st March 2021

| | Note | 2021 £ | 2020 £ |
|---|------|------------------------|-----------------|
| Fixed Assets | | | |
| Tangible fixed assets | 9 | 2,342 | 5,215 |
| Current assets | | | |
| Debtors | 10 | 8,055 | 16,830 |
| Cash at bank | | <u>170,269</u> | <u>83,053</u> |
| | | 178,324 | 99,883 |
| Creditors: amounts falling due within one year | 11 | <u>(23,500)</u> | <u>(14,453)</u> |
| Net current assets | | <u>154,824</u> | 85,430 |
| Net assets | 12 | <u>157,166</u> | <u>90,645</u> |
| Funds | | | |
| Restricted | 13 | 76,997 | 62,484 |
| Unrestricted | | <u>80,169</u> | <u>28,161</u> |
| Total funds | | <u>157,166</u> | <u>90,645</u> |

For the year ended 31 March 2021 the company was entitled to exemption under section 477 of the Companies Act 2006; and no notice has been deposited under section 476. No members have required the company to obtain an audit of its accounts for the year in question. The directors acknowledge responsibility for: i) Ensuring the company keeps accounting records which comply with section 386; and ii) Preparing financial statements which give a true and fair view of the state of affairs of the company as at the year-end in accordance with requirements of section 394 and 395, and which otherwise comply with requirements of the Companies Act 2006 relating to financial statements, so far applicable to the company. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Directors on 09/12/2021 and signed on their behalf by:



Lisa Crivello

Interim Chair, Director

Notes to the Financial Statements for the year ending 31st March 2021

1. Accounting policies**a. General information**

Haringey Migrant Support Centre is a public benefit entity and a company limited by guarantee, company number 08144361, registered in England and Wales. Haringey Migrant Support Centre is also a charity, registered with the Charity Commission (charity registration number 1152227). The registered office and its principal place of business is 386 West Green Road, London, N15 3QL.

b. Going concern

The trustees confirm that at the time of approving the financial statements, there are no material uncertainties regarding the Charity's ability to continue in operational existence for the foreseeable future. In arriving at this conclusion, the Trustees have taken account of current and anticipated financial performance in the current economic conditions, its business plan and its reserves position. For this reason, the going concern basis continues to be adopted in the preparation of the Charity's financial statements.

c. Basis for preparation

The financial statements have been prepared under the historic cost convention unless otherwise stated in the relevant accounting policy notes and 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 (FRS102) (effective 1st January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The principal accounting policies that have been applied to all years presented in these financial statements are set out below.

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires Trustees to exercise their judgement in the process of applying the accounting policies. Use of available information and application of judgement are inherent in the formation of estimates. Actual outcomes in the future could differ from such estimates. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in Note 2.

d. Recognition of outstanding employee benefits

No provision for outstanding holiday pay was made under previous UK GAAP. Under FRS 102 the costs of short-term employee benefits are recognised as a liability and an expense. The cost of any unused holiday entitlement is recognised in the period in which the employees' services are received.

e. Fixed assets

Individual fixed assets costing £2,000 or more are initially recorded at cost.

f. Fund accounting

The nature and purpose of each fund is explained in Note 9 to the financial statements.

**Notes to the Financial Statements for the year ending 31st March 2021
(continued)**

g. Financial instruments

The only financial instruments held by the company are debtors and creditors. These are categorised as 'basic' in accordance with Section 11 of FRS 102 and are initially recognised at transaction price. These are subsequently measured at their transaction price less any impairment.

h. Income

Income is recognised when the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. The following specific policies are applied to particular categories of income:

Donations and grants are split between restricted and unrestricted funds in accordance with the terms of the grant or donation.

Donations and gifts are recognised in the statement of financial activities when receivable.

Income from government and other grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donated services and facilities are included at the value to the charity where this can be quantified.

Bank interest is recognised on an accrual basis.

i. Expenditure

Expenditure is included in the statement of financial activities on an accruals basis, inclusive of any VAT that cannot be recovered. It is recognised when there is a legal or constructive obligation to pay for it. Certain expenditure is directly attributable to specific activities and has been included in those cost categories. Certain other costs, which are attributable to more than one activity, are apportioned across cost categories on the basis of an estimate of the proportion of time spent by staff or resources used on those activities.

j. Defined contribution pension scheme

The charity operates a defined contribution scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

k. Leases

Rentals applicable to operating leases are charged to the statement of financial activities over the period they are incurred.

l. Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment

33.33% straight line basis

Notes to the Financial Statements for the year ending 31st March 2021 (continued)

2. Critical judgements and estimates

No critical judgements have been made by management in applying the charity's accounting policies.

3. Donations and Legacies

| | Restricted | Unrestricted | 2021 Total | 2020 Total |
|---|----------------|---------------|----------------|----------------|
| | £ | £ | £ | £ |
| Centre for Innovation in Voluntary Action | - | - | - | 5,000 |
| City Bridge Trust | 5,625 | - | 5,625 | 12,000 |
| Garfield Weston Foundation | - | - | - | 15,000 |
| Hackney Migrant Centre | 21,422 | - | 21,422 | 20,092 |
| London Legal Support Trust | - | - | - | 5,000 |
| London Comm Response Fund | 10,833 | - | 10,833 | - |
| London Comm Response Fund (Wave 3) | 11,700 | - | 11,700 | - |
| The Henry Smith Charity | 60,000 | - | 60,000 | 30,000 |
| The Hornsey Parochial Charities | - | - | - | 4,000 |
| The National Lottery Community Trust for London (2019-22) | 49,732 | - | 49,732 | 24,527 |
| Trust for London (2019-22) | 38,253 | - | 38,253 | 38,730 |
| Hardship Fund – Hornsey Parochial Charities | 4,000 | - | 4,000 | - |
| Hardship Fund - Covid-19 | 9,150 | - | 9,150 | 11,784 |
| Hardship Fund – Various | 1,685 | - | 1,685 | 1,400 |
| Heinz, Anna and Carol Kroch Foundation | - | - | - | 13,419 |
| Mary Strand Trust | - | - | - | 6,250 |
| HMSC Friends | - | 1,360 | 1,360 | 770 |
| The Reel Fund | - | 10,000 | 10,000 | 10,000 |
| Refugee Action/Migration Exchange | - | 26,000 | 26,000 | - |
| Other donations | - | 18,925 | 18,925 | 15,837 |
| Total | 212,400 | 56,285 | 268,685 | 213,809 |

There were no unfulfilled conditions or other contingencies attaching to these grants.

Notes to the Financial Statements for the year ending 31st March 2021
(continued)**4. Total Expenditure**

| Expenditure | Raising funds | Charitable activities | Support Costs | 2021 Total | 2020 Total |
|----------------------------------|---------------|-----------------------|---------------|----------------|------------|
| | | £ | £ | £ | £ |
| Staff costs (note 7) | 6,006 | 90,088 | 24,023 | 120,117 | 86,892 |
| Staff Recruitment and Training | - | - | 1,486 | 1,486 | 196 |
| Rent, insurance, utilities | - | - | 4,754 | 4,754 | 8,970 |
| Office Overheads | - | - | 17,718 | 17,718 | 11,503 |
| Volunteer Costs | - | - | 207 | 207 | 2,798 |
| Programme expenses | 1,990 | 44,714 | - | 46,704 | 59,734 |
| Professional fees | - | - | 7,054 | 7,054 | 5,498 |
| Independent Examination fee | - | - | 1,250 | 1,250 | 2,000 |
| Depreciation | - | - | 2,874 | 2,874 | 3,470 |
| | 7,996 | 134,802 | 59,366 | 202,164 | 181,061 |
| Add: allocation of support costs | 5,937 | 53,429 | (59,366) | - | - |
| Total expenditure | 13,933 | 188,231 | - | 202,164 | 181,061 |

5. Net income/(expenditure) for the year

| | | |
|--|--------------|-------|
| This is stated after charging / crediting: | 2021 | 2020 |
| | £ | £ |
| Depreciation | 2,874 | 3,470 |
| Auditor / Independent Examination fee | 1,250 | 2,000 |

No expenses were reimbursed to trustees during the year.

Notes to the Financial Statements for the year ending 31st March 2021
(continued)**6. Staff Costs**

| | | |
|------------------------------|-----------------------|----------------------|
| Staff costs were as follows: | 2021 | 2020 |
| | £ | £ |
| Salaries and wages | 114,001 | 82,238 |
| Social security costs | 3,341 | 2,414 |
| Pension contributions | <u>2,775</u> | <u>2,240</u> |
| | <u>120,117</u> | <u>86,892</u> |

The average weekly number of staff (expressed as full-time equivalents) during the year was 3.6 (2020:2.8)

7. Taxation

The charitable company is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

8. Tangible fixed assets

| | Fixtures, fittings and equipment £ | Total £ |
|----------------------------|--|---------------------|
| Cost | | |
| As at 1 April 2020 | 14,857 | 14,857 |
| Disposals | - | - |
| As at 31 March 2021 | <u>14,857</u> | <u>14,857</u> |
| Depreciation | | |
| As at 1 April 2020 | 9,641 | 9,641 |
| Disposals | - | - |
| Charge for the year | 2,874 | 2,874 |
| As at 31 March 2021 | <u>12,515</u> | <u>12,515</u> |
| Net Book Value | | |
| As at 31 March 2020 | <u>5,215</u> | <u>5,215</u> |
| As at 31 March 2021 | <u>2,342</u> | <u>2,342</u> |

Notes to the Financial Statements for the year ending 31st March 2021
(continued)**9. Debtors**

| | 2021 | 2020 |
|----------------|---------------------|---------------|
| | £ | £ |
| Trade debtors | - | 500 |
| Prepayments | 2,067 | 2,218 |
| Accrued Income | 5,038 | 12,862 |
| Other debtors | 950 | 1,250 |
| | <u>8,055</u> | <u>16,830</u> |

10. Creditors: amounts due within 1 year

| | 2021 | 2020 |
|------------------------------|----------------------|---------------|
| | £ | £ |
| Trade creditors | 3,374 | 1,908 |
| Taxation and social security | 6,572 | 3,723 |
| Other creditors | 927 | 1,719 |
| Accruals and provisions | 12,627 | 7,103 |
| | <u>23,500</u> | <u>14,453</u> |

11. Analysis of net assets between funds

| | Restricted Funds | Unrestricted funds | Total funds |
|--|----------------------|-----------------------|-----------------------|
| | £ | £ | £ |
| Tangible fixed assets | - | 2,342 | 2,342 |
| Net current assets | <u>76,997</u> | <u>77,827</u> | <u>154,824</u> |
| Net assets at the end of the year | <u>76,997</u> | <u>80,169</u> | <u>157,166</u> |

Notes to the Financial Statements for the year ending 31st March 2021
(continued)**12. Movements in Funds**

| | At the start of the year | Incoming resources £ | Outgoing resources £ | At the end of the year £ |
|--|-----------------------------------|----------------------------|----------------------------|-----------------------------------|
| Unrestricted funds: | | | | |
| General funds | 28,161 | 56,285 | (4,277) | 80,169 |
| Total unrestricted funds | 28,161 | 56,285 | (4,277) | 80,169 |
| Restricted funds: | | | | |
| Centre for Innovation in Voluntary Action | 5,000 | - | (5,000) | - |
| City Bridge Trust | - | 5,625 | - | 5,625 |
| Garfield Weston Foundation | 12,500 | - | (12,500) | - |
| Hackney Migrant Centre | 683 | 21,422 | (20,772) | 1,333 |
| London Comm Response Fund | - | 10,833 | (10,833) | - |
| London Comm Response Fund (Wave3) | - | 11,700 | (5,930) | 5,770 |
| London Legal Support Trust | 61 | - | (61) | - |
| The Henry Smith Charity | 5,005 | 60,000 | (38,568) | 26,437 |
| The Hornsey Parochial Charities | 2,000 | - | (2,000) | - |
| The National Lottery Community Trust for London (2019-22) | 18,420 | 49,732 | (46,508) | 21,644 |
| Trust for London (2019-22) | 8,333 | 38,253 | (37,629) | 8,957 |
| Hardship Fund - Covid-19 | 10,482 | 9,150 | (15,604) | 4,028 |
| Hardship Fund - Hornsey Parochial Charities | - | 4,000 | (997) | 3,003 |
| Hardship Fund – various | - | 1,685 | (1,485) | 200 |
| Total restricted funds | 62,484 | 212,400 | (197,887) | 76,997 |
| Total funds | 90,645 | 268,685 | (202,164) | 157,166 |

Purposes of funds

General funds: these are available for use at the Directors' discretion in furtherance of the objectives of the charity.

Restricted funds: these are donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.