



**PETERBOROUGH ASYLUM AND
REFUGEE COMMUNITY ASSOCIATION**

Bringing people together

Annual Report

April 2018 / March 2019

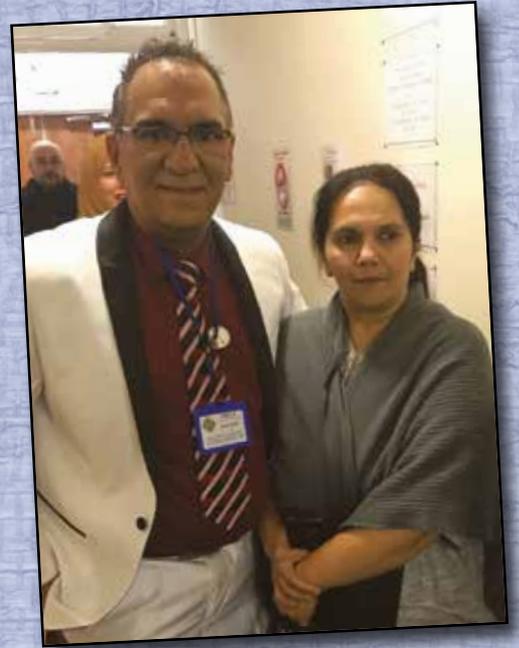
Integration & Cohesion

Ben Greener, Assistant Director, Ministry of Housing, Communities and Local Government and other VIP's- Visited Parca to listen to the concerns of local people about housing issues faced by the City of Peterborough and the surrounding areas.



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A Year at PARCA



Legal and Administrative Information

Charity Name:

Peterborough Asylum and Refugee Community Association (PARCA)

Registered Charity Number: 1152592

Registered in England and Wales Number: 08397491

Head Office: Unity Hall, Northfield Road, Peterborough, PE1 3QH

Website: www.parcald.org Email: info@parcald.org

Tel: 00 44 1733 563 420

Social Media: www.facebook.com/parcald Twitter: @PARCA1

Board of Trustees:

Mr: Nondo John Kasensa - **Chair of Board of Director**

Mrs: Jamila Abdu - **Director**

Mr: Rusom K Embaye - **Director**

Ms: Khadija Ali Husein - **Director**

Mr Mubange Kumbi - **Director**

Company Secretary & CEO: Mr Moez Nathu

Independent Examiner:

Matuka Kolele, BA ACCA, 7 Walters Road, South Norwood, SE25 6LF

Trustees' Annual Report Year Ended 31st March 2019

Year Ended 31st March 2019

The Trustees present their annual report and accounts for the year ended 31 March 2019. The Board of Trustees are satisfied with the performance of the charity during the year and the position at 31 March 2019 and consider that the charity is in a strong position to continue its activities during the coming year and that the charity's assets are adequate to fulfil its obligations. The legal and administrative information set out on page 5 forms part of this report. The financial statements comply with current statutory requirements, the memorandum.

Structure, Governance and Management

Nature of the Governing Document and constitution of the charity:

The charity is constituted as a company limited by guarantee and is therefore governed by a Memorandum and articles of association. The directors of the company are also trustees of the charity. Eligibility for membership of the charity and membership of the board of trustees is governed by the memorandum and articles of association. There are no restrictions in the governing document on the operation of the charity or on its investment powers, other than those imposed by general charity law.

The methods adopted for the recruitment and appointment of new trustees:

It is the responsibility of the Trustees to seek out suitable new recruits. Potential Trustees are nominated by a current trustee or, if a member of PARCA for at least one year, may put themselves forward for election at the AGM. The Board may also co-opt a new trustee. An induction procedure is in place for new trustees

The policies and procedures adopted for the induction and training of trustees:

Trustee handbook contains main policies and procedures of the organisation with additional procedures in PARCA's policies file.

The organisational structure of the charity and how decisions are made:

Strategic decision making is the responsibility of the Board of Trustees. The implementation of these decisions is the responsibility of the Director who delegates to Chief Executive Officer and inform the staff and volunteers at his discretion. Day to day executive decisions are made by the Chief Executive Officer. It is responsible for setting agendas and supporting the Director on a day to day basis. Decisions concerning the level and sources of funding are delegated by the Board to the finance committee. .

The major risks to which the charity is exposed and reviews and systems to mitigate risks:

The trustees identify the major risks to which the charity is exposed each financial year when preparing and updating a strategic plan, in particular those related to the operations and finances of the charity. The trustees then review any major risks which have been identified, and establish systems to mitigate those risks. The charity is satisfied that the systems are in place to mitigate their exposure to the major risks which have been so identified and reviewed.

Vision:

Refugees, asylum Seekers and migrant communities have all the skills and confidence they need to realise their potential and they are integrated in Peterborough, in a city that respects diversity.

Aims and Objectives:

PARCA aims to improve the conditions/quality of life for refugees, asylum seekers and migrants who reside in Peterborough and its surrounding areas. It runs specific projects for young people and adults as well through the following activities:

Providing a one stop centre with advocacy; interpreting and translation; job search, Training and skills development; advice and information including advice on welfare, Benefits and household matters.

Helping refugees, asylum seekers, migrants to meet others and access basic service Including Housing, education and health providing activities to encourage the value of Diversity, cohesion and Integration.

The organisation continue to develop and brings additional benefits to the community in the following ways:

To provide opportunities for volunteering and particularly for beneficiaries who are disadvantaged through poverty, race, other discrimination and exclusion.

To help those who are isolated and or in poor health regain confidence and build quality of life through volunteering. PARCA also provides workplace skills development to help beneficiaries gain paid employment.

To provide events and social activities that builds cohesion and decrease racial tensions in the area. Local residents as well as beneficiaries benefit from these events.

To provide information about democratic structures and encouraging excluded people to take part in local elections and decision making, benefiting local communities through their contribution and participation.

During the year, we shared our centre to grass root organisation as following without any additional charges:

East Timor Community: weekly meeting & Drop In

Peterborough Latvian Community: weekly meetings & Drop in

Multi Agency Forum meeting: Bi-monthly

Eritrean Women group: Bi-monthly

Portuguese Community in Peterborough: Weekly

Lithuanian Community in Peterborough: Weekly



Reserves Policy:

The reserves policy is under regular review as the activities of the charity develop and the scale of the operation is still growing. The aim is to build up sufficient free reserves to cover 3 to 6 months of operating costs, in the unlikely event that our income streams should cease.

Plans for the future

We will continue to increase awareness of the support needs of asylum seekers, refugees, refused asylum seekers, Migrants living in Peterborough, surrounding areas and East of England.

We will be continue to offer opportunities for people from every comer of the world seeking or having been granted refugee status to demonstrate their culture, whether it is through music, dance, social activity and other way to integrate within the society.

PARCA will continually look for new opportunities which will enhance the quality of life for all asylum seekers, refugees and refused asylum seekers here in Peterborough.

The organisation brings additional benefits to the community in the following ways:

Day to day management responsibility rests with the management team, which reports to the Board of Trustees. The Board of Trustees meets on a regular basis and consisted of four trustees at the year end.

Our dedicated staff and volunteers have worked tirelessly to meet the complex and non complex needs of our diverse users, dealing with issues ranging from getting

accommodation or having benefits reinstated to improving their skill set and getting sustainable employment.

We continue to offer people the opportunity to get work experience placements and voluntary work with PARCA. This initiative has given many of our members a chance to gain experience that will improve their position when seeking paid employment.



“Everyone at PARCA is part of the community, welcomed, valued and including in all that we do”

“Supporting Diversity challenging Adversity”

Hate Crime Workshop

BEING YOU IS NOT A CRIME. TARGETING YOU IS.

Abuse because of who you are, whether physical or verbal, is a criminal offence.

Wednesday 3rd April 5-7pm

Topics covered:
Community safety
Building confidence and trust
How to report hate crime?
Why should we report hate crime?
How police deal with hate crime issues?
Q & A session

FREE REFRESHMENTS AVAILABLE

ALL WELCOME
Limited parking available

East of England COMMUNITY FUND disability confident

Unity Hall, Northfield Road, Peterborough PE1 3QH
www.parcald.org 01733 563420
enquiries@parcald.org

Summary of Other Activities undertaken for Public Benefit by PARCA

Peterborough Multi Agency Forum (MAF):

We are continued to lead the forum which is great platform to communicate with wider organisation the need / issues and find the solution together.

Since 2015, PARCA took the leadership of MAF to run a unique platform for sharing information with local agencies including Strategic Migration Partnership (SMP), East of England Local Government Association (EELGA).

Local authority and funders attended and praising the work which PARCA is doing in the field to bring many organisations together.

Summary of the Main Activities Undertaken for the Public Benefit by PARCA

Formed in 2002, Promoting African Refugees Community Association (PARCA) is a well-established registered charity (registered in 2004; no: 1101650). PARCA became an incorporated charity and company limited by guarantee in 2013 (no: 1152592). The charity serves the disadvantaged and income deprived communities in wider Peterborough, particularly in the Central ward of Millfield, and New England, Dogsthorpe and Park wards.

Peterborough is a deprived area (76 out of 327 areas in the IMD statistics) and has seen an enormous inward migration in the last few years. It has the highest number of Czech, Slovakian and Latvian people in the UK and featured in a recent documentary as the number one spot for Polish migrants.

Peterborough is a dispersal area for refugees and asylum seekers and so it has a correspondingly high number coming to the city. PARCA strives to provide support to the most vulnerable people and to help build inter community friendships and integration. All of the data files and supporting documents for the English Indices of Deprivation 2015 are available from: www.gov.uk/government/statistics/english-indices-of-deprivation-2015

We are proud of being an established part of the community of Peterborough: a community organisation that for more than a decade now has devoted its energies to helping some of the most disadvantaged people living in Peterborough.

Recognition of our role in the community and the value of our work has been made apparent in many ways, from our partnership work with some local, regional and national charities and from the heart-warming successes we have had in helping our service users, who have often been placed in jeopardy by disastrous events.

This year has been a year of achievements and tremendous progress, but also one in which we have faced, and continue to face, disturbing problems. Like last year these are predominantly financial difficulties, which is not surprising in the increasingly difficult economic climate we all face.

This year has been another good year in terms of liaising with local and national agencies and expanding our relationships with other like-minded groups. We continue to grow in strength and the numbers of service users increases day by day through participation in our Drop In sessions, information sessions, the educational project, the women's empowerment project, youth activities, the Job Fair, social events and online training.

We also gain trust from local Authority to award our organisation to resettling new arrival refugees from Syrian under government scheme. We have increased by three staff to support the project.



Summary of financially undertakings for the Public Benefit by PARCA

A busy year to support and help our services through many social activities, learning English, youth Activities, Women session, Computer skill and drop in.

PARCA lead Multi Agency Forum (MAF) since 2015, now reached 44 profession organisations from statutory, Voluntary and faiths sectors and linked with East of England Local Government Association through Strategic Migration Partnership.

For the first time, we have been visited by Ben Greener, Indy Laska and other members of Department Communities and Local Government (DCLG) at our centre.

PARCA has been able to broaden its services to other members of the community especially in relation to support employability, Integration process, community development and through partnership work with local and national charities.

During the year we have gained the trust and respect of the local authority and residents for our work with local communities, while remaining the main specialist provider of support for people from Black and Minority Ethnic communities, especially those from African and EU migrant communities. Our services users came a long way and thanks to the work of PARCA they are now fully integrated with the Peterborough community.

Our involvement to help the city fight poverty, unemployment, homeless and other issues, also works to build bridges of integration, cohesion and respect for diversity. We are able to support people with the highest needs.



Summary of financially undertakings for the Public Benefit by PARCA

We would not be able to meet our aims and objectives without the funders, who supported PARCA financially. Our THANK YOU goes to all funders and individual donors who support the organisation to help people in need.

The funding received was for core costs, resettlement of Syrian Refugee in Peterborough and project costs. At our centre we continue to run different projects to support our service users.

During the year we managed to support 4018 people from different nationalities and diverse age groups, through both funded and unfunded projects.

The organisation has now eight employee's equivalent of 5.5 full-times. We have a Chief Executive Officer, Administrator, Project Coordinator and Case Workers in Arabic / English, Youth Worker and English Tutor. Once again, we are enormously proud of what the staff and volunteers have achieved for their clients over the years.

Some of the volunteers have been referred through the Work Programme. We have increased the number from 17 to 25 volunteers, who support the work of organisation. Volunteer contribution can be seen by the number of hours they give to our organisation every year: 25 peoples x 20 hours x 48 weeks = 24000 hours.

There is no doubt that we as an organisation face many challenges in the year ahead, funding is our biggest problem, affecting the immediate future of our projects and the remuneration of our staff.



We successfully turned many of our challenges into opportunities: we are changing the way we work and are looking forward to new opportunities that community organising brings to our work. We are empowered by our staff, leaders and members bringing new ideas and energy into our work.

We are working hard to ensure we have enough resources to continue with FIVE key areas of our work.

Integration

Education

Employment

Social Inclusion Activities

Life in UK

We will strive to continue to work in partnerships with colleagues across different sectors in order to achieve our aims and objectives and serve our users as well as the public interest.

Summary of Other Activities undertaken for Public Benefit by PARCA

Hate Crime:

We continue to have Hate Crime report during the year.



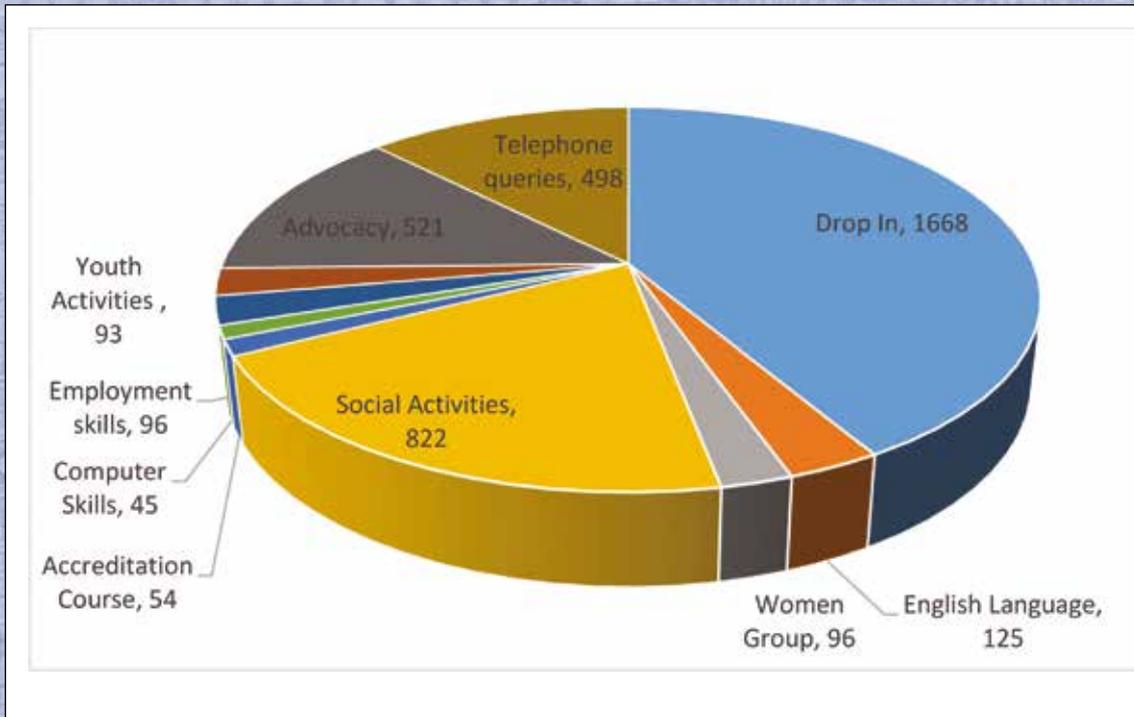
Peterborough is made up of diverse communities which we know can sometimes cause misunderstandings and lead to tension.

One way we deal with this is through a Tension Monitoring Group (TMG) We are Hate Crime third party reported centre.

The Local Police Authority has nominated PARCA to reduce Hate Crime and report the incident. We are glad the organisation is well recognised by the local authority and take part in this.

<http://www.peterboroughtoday.co.uk/how-we-deal-with-community-cohesion-1-7546378>

Beneficiaries Chart



Nationalities we have helped include:

Afghani	French	Portuguese
Albanian	Guinea Bissau	Russian
Algerian	Hungarian	Scottish
Argentina	Indian	Sierra Leone
Bolivian	Iranian	Slovakian
Brazilian	Iraqi	Somalia
British	Italian	Spanish
Caribbean	Kenyan	Syrian
Chinese	Kosovo	Tunisian
Congolese	Kuwait	Turkish
Czech	Latvian	Uruguay
East Timor	Lithuanian	West Indian
Egyptian	Pakistani	Zambian
Eritrean	Polish	

Summary of the Main Achievements of the year

During the financial year 201-2019 PARCA received funding from a variety of sources to meet its charitable objectives. The following projects delivered by PARCA have benefited 4018 users also our social network has growing up.

Refugee Befriending Project

Peterborough council has agreed to resettle 100 Syrian refugees in Peterborough over the next five years to 2020. The first five families (approximately 23 people) arrived and now we have 59 Syrian Refugees as part of the Syrian Vulnerable Person Resettlement Programme.

The organisation has been nominated by Peterborough City Council to support newly arrived refugees through the scheme provided by the Home Office on Integration & Cohesion.

PARCA team ensure that the beneficiaries are provided with a dedicated source of advice and support to assist with registering for mainstream benefits and services and signposting to other advice and information giving agencies.

We have organised several befriending and leisure activities for Syrian refugee families in Peterborough. Our Christmas party in December 2018 was attended by over 106 refugees, asylum seekers, EU Migrants and local resident with their families. Children received Christmas presents donated by a local church as well as presents purchased by our organisation.

Peterborough Refugees & Migrants Project:

The Refugee and EU Migrants project funded by Big lottery Fund was for employment 4 part-time to support the organisation, existing Coordinator, Administrator, Youth worker, Tutor and accessing leaderships, language skills, improve confidence and job readiness.

The project was for 3 years to offer support for Refugee & EU Migrants for social integration, advocacy, reduce isolation, Educational emotional wellbeing and general quality of life. The organisation has received trainings through capacity building for Management Committee and volunteers including fundraising and monitoring system of the project. If you like to have copy of evaluation Year 1 & 2 done by Big Society Funding CIC. This funding was Ended in August 2018.

Peterborough Empowerment Activities Community Hub (PEACH)

In Aug 2018, PARCA received a positive outcome of the application submitted for Reaching Communities to the National Lottery Community Fund for financial support for the organisation for the next five year's for Core Cost, Capital items and capacity build of Management Committee, Staff and volunteers.

The Lottery funding primarily covers the organisation's salaries of five part-time staff: currently Chief Executive who managed day to day the organisation work (21hrs), ESOL Manager (15 hrs), Youth Officer (15hrs), Community Cohesion Manager (21hrs) and Project Officer / Office Manager (21hrs).

The capacity-building fund was to help PARCA develop skills, knowledge and ability in planning, organisational management and evaluation and in ensuring the organisation was able to manage the rapid change taking place both externally and internally.

We will cover all aspects of delivery from outreach to supported volunteering to workshops and events. It will also cover the present situation in Peterborough with regard to excluded groups, particularly in the areas surrounding PARCA. It will assess needs, PARCA successes in meeting needs and any gaps to address.



Summary of the Main Achievements during 2018 - 2019

Drop In:

Our drop in session has increased over two years, This year we managed to support 1706 and 922 advocacy from all nationalities, which are facing difficulty in reading or understanding the system. The advocacy session is to support and stand with our clients during the difficulties to make sure the transition goes well. We have learnt not everyone has knowledge of system. Some of supports are:

- **Support our clients in making new claims**
- **Use of phone to contact housing department, letting agencies, landlords and benefits agencies**
- **Liaise with other agencies on your behalf**
- **Provide assistance with completing housing applications and benefit forms.**
- **HMRC & Customs; Tax Credit, CHD Benefit, NI Number etc.**

ESOL & Talk English

Our The Talk English project has expanded from Peterborough to Cambridge with the partnership of Cambridge Ethnic Community Forums for adults with low levels of English. The aim of the project is to help residents learn English and get involved in the wider community. Both city has been successful to enrolled the volunteers teachers and learners to take part in. If you're an adult UK resident for more than one year, we can help you with:

- **Reading, writing and speaking English.**
- **Learning about every day topics to help boost your confidence and increase your independence.**
- **Trips and activities giving you the chance to practice your English while doing something exciting and different.**

Our classes are FREE and are run by volunteers.

We run classes once a week for 24 hours per week



Communities for All' project

The project is to bring hard to reach community together. The steering group compose of local people shape activities in neighbourhood and create social link. The social event, learning skill is growing and more people involve in our activities. All of the activities bring the community together for support and tackle the issues which they face including discrimination and social isolation. Without support from the Trust, we wouldn't be able to put all of our activities on for free which is so important because we have many people from different backgrounds who are sometimes on low incomes, unemployment and break the barriers. The project is to support recent migrants, refugee and asylum-seekers and long-term unemployed to build on their successes and move towards employment or personal development residing in Rock Road 010A, Lincoln Road 012C & Park Road 014E in the city of Peterborough, Cambridgeshire.

Volunteering

PARCA has a base of volunteers to assist with delivery of services. They all come from the community and DWP. They have contributed significantly to the running of our Projects. Volunteers have undertaken a variety of tasks such as receptionist work, filing, interpreting and translation, IT, form filing, evaluation / research and development. One of our volunteer was nominated for Volunteer Award Night due to their dedication and hard working in our organisation.



English for Speaker of Other Language & Talk English

During the year we have managed to run successful language classes for our service users, referral and others that drop in to our centre. The classes run from Monday to Thursday 10.00 – 16.15. 125 learners from different nationalities registered and 85% attended language class.

The teaching content: Basic to Entry Level, Level 1-2, Dramatic English, Conversational English Functional English, CV and Professional Development.

Nationalities attended the Classes are by country:

- Afghani
- Albanian
- Bulgarian
- Eritrean
- Russian
- Slovakian
- Spanish
- Sudanese
- Greece
- Iraqi
- Syrian
- Italian
- Chinese
- Hungarian
- Latvian
- Lithuanian
- Pakistani
- Portuguese



The project provided support with Employment, training and social skills through CV development, Community activity organisation and vocational tasters and Accredited Courses e.g. First Aid, Food Hygiene Level 2, Health and Safety. Each month we help a successful learner gain employment.



Summary of the Main Achievements during 2018 - 2019

The community Innovation project is to break down the isolation and loneliness to bring people together regardless of their faith or race. The project has been very successful with the involvement of many people taking leadership of the project and sharing skills with them. The team worked hard to bring many people within the areas, spread the word of mouth and involve them in our project. "We are very lucky for such amazing organisation who support people in need" said a local resident.

During the project we have gain trust and increase the numbers too. The activities is Tuesday and Thursday in our drop in, tea, coffee, art & craft, women only session, sewing session and trip to the coast.

Bring People together:

The bring People Together project is all about the bring people in one roof to celebrate the good neighbourhood, friend and families together. During the year we have managed run six social activities that bring 801 from all around the world to build friendship and harmony. During the events we have promote Hate crime report centre local resident need to recognised that our organisation is working with local authority and Cambridgeshire Police.

The project is for vulnerable and disadvantaged women by providing opportunities and to assist them in making self-determining changes to improve the quality of their lives.

The Vulnerable Women Integration Network project is the only service that enables women from mixture of nationalities from Refugee, Asylum seeking, EU migrants and local resident in Peterborough to manage their own lives.

At the centre they are free to say and do what they wish without fear, building capacity and self esteem with the support of our volunteers.

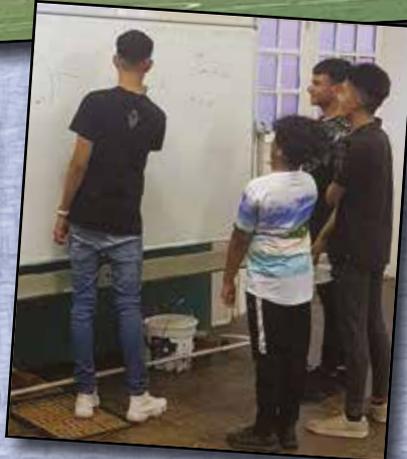
Various activities run each week but the sewing is the one ladies would like to continue.

The project runs every week Tuesday, Thursday & Friday 10am - 12 pm



Youth Activities

We run youth activities which continue to grow aged between 12-16 years old. Our drop in session is Thursday, Friday and Saturday. The activities are Dance, DJ Skills, playing Table Tennis and Table Soccer. Most of the youth would like to continue with dance. So far during the year we have reached 57 young people from mixture of nationalities and faith. Common feedback from young people below...



Social Activities

During the year we have run several social activities to breakdown the barriers and bring community together. We believe the social activities is a great tool and positive outcome for members who joined PARCA for the first time to see what we do in Peterborough specially aimed at areas where people live in low paid, unemployment, isolation and lack of understanding.

Refugee Week June-2018



Festive Season Party Dec 2018

This event is always very popular with the families and centre users and is great for bringing family and friends together. This festive party is a combination of christmas singing and dancing, great music, excellent food and all children under 16 years old receive a gift.





Integration Event: Jan-2019

Integration Event bring people from different background together and breakdown the barriers. 20 nationalities attended, Volunteer Waqas birthday today, 3 years sang from Lithuanian Community.



International Women's Day March 2019

This event here at Parca is always very popular and supported well with a very good turnout from our service users and other guests and visitors to the centre. Entertainment included performances from the Latvian Community, Syrian Youth and also a Congolese artist playing the drum both performances were very good and enjoyed by all.



International Women's Day 2019
Friday 8th March
from 5pm - 7pm 

Come along to this great Parca event and taste some of our international cuisine, make new friends, relax and chat.

FREE EVENT FOR ALL

Bring your family and friends

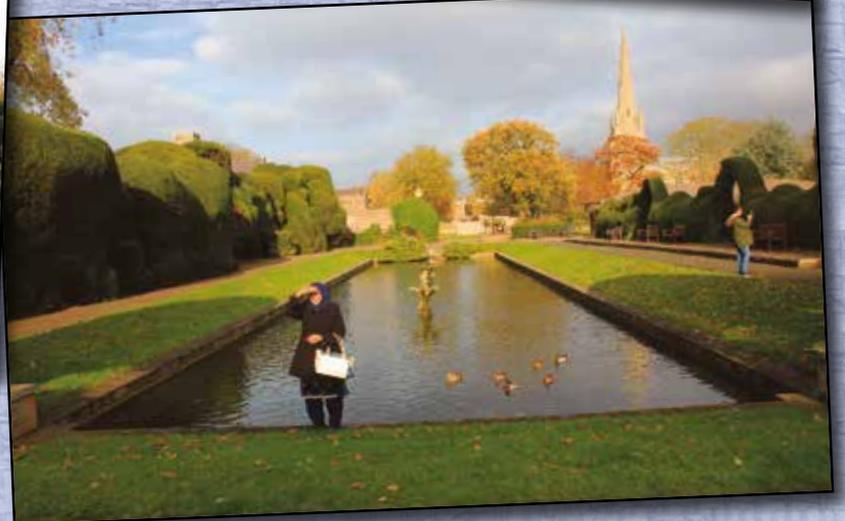
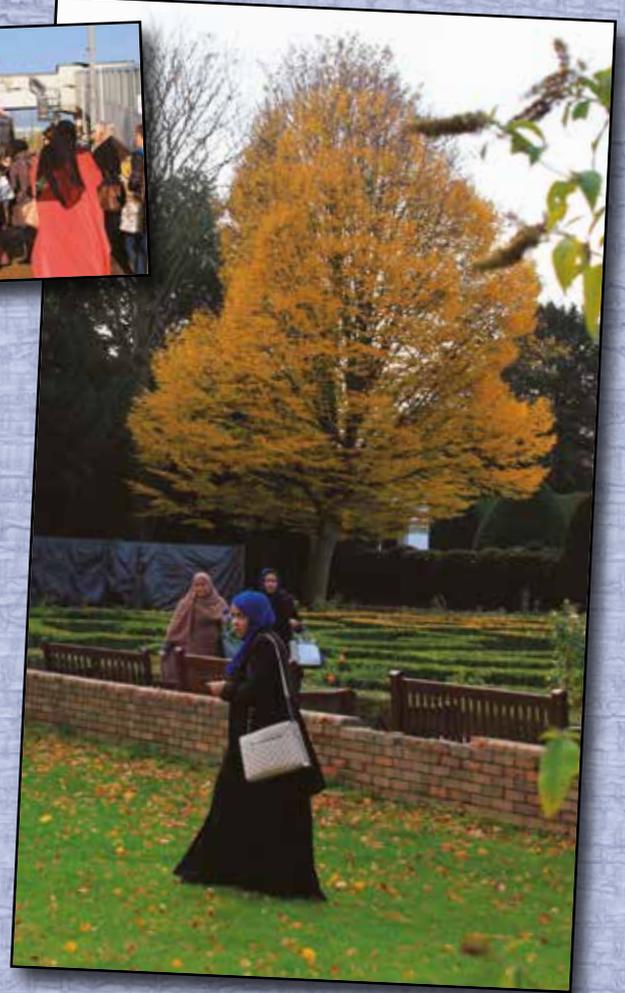
Bring your special food to share

We are a multicultural organisation committed to working for change and encouraging social inclusion within society.

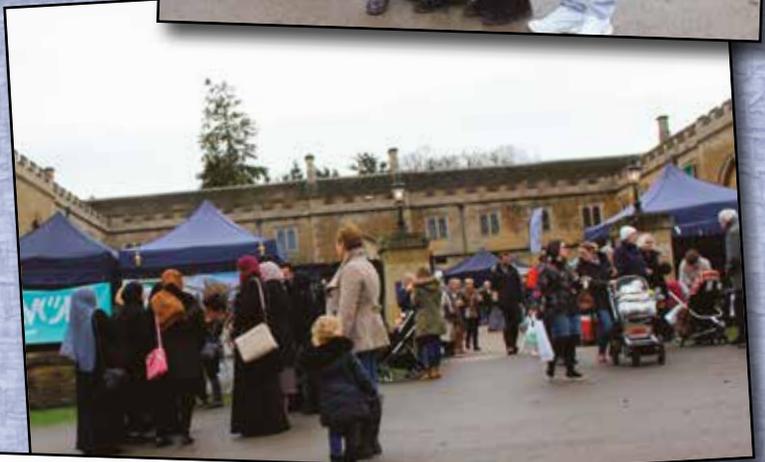
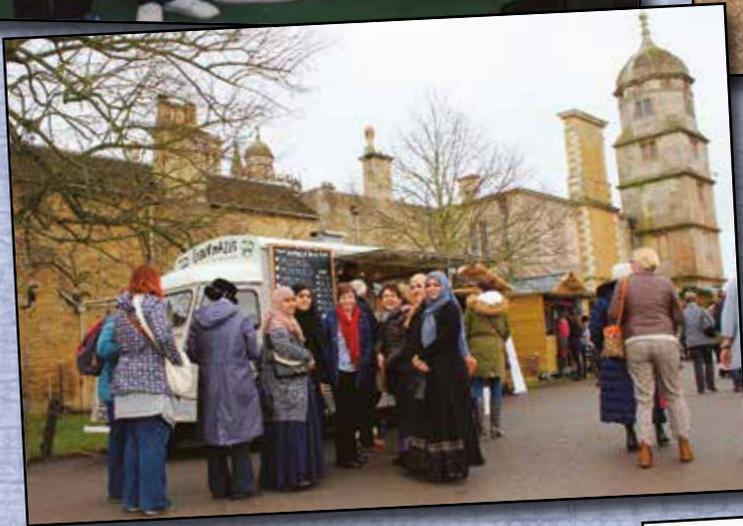
at PARCA, Unity Hall, Northfield Road
Peterborough PE1 3QH
Tel: 01733 563420 Email enquiries@parcald.org



Other PARCA Events - Ayscoughfee Hall Museum and Gardens



Other PARCA Events - Burghley House Xmas Fair



Challenges & Conclusion

Parca continues to reach out to local organisations and communities to raise awareness of what services we can offer to people who visit us or enquire by phone or email.

Referrals numbers are up from other agencies and the requirement of our services are higher than ever before. That said, funding is always a difficult area which we are looking at ways to increase this to allow us to continue to provide the free services to the people of Peterborough and surrounding areas.

Staff training has continued over the past year and the management board continue to support this as it offers extra reassurance to our service users and a level of confidence that we are acting in their best interest.

Ongoing challenges are:

- Staffing costs for increasing hours

- Centre refurbishment

- Reduce Hate Crime through education

- Continue to build strong working relationships with local and national authorities

- Continued staff training

The growth of PARCA is steady and with the correct management and staff in place we are well placed to overcome any obstacles that may appear in our path.

**Come along to a PARCA event to taste
some of our Exquisite International food**



**We are proud to serve the community for over a decade with:
Dedication - Love - Joy - Patience - Commitment - Tolerance**

We would like to say a big THANK YOU
to everyone who has made positive contribution
to PARCA during the year.

First African
Community Organisation
in Peterborough since 2002

*“Holding Hands Together for
Development Across All Communities”*



Unity Hall, Northfield Road,
Peterborough, PE1 3QH
United Kingdom