



PETERBOROUGH ASYLUM AND REFUGEE COMMUNITY ASSOCIATION

Bringing people together and improving lives everyday

Annual Report

April 2019 / March 2020

Integration & Cohesion





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Legal and Administrative Information

Charity Name: Peterborough Asylum and Refugee Community Association (PARCA)

Registered Charity Number: 1152592
Registered in England and Wales Number: 08397491
UK Online Centre Register Centre: 3454068
UK Learning Provider: 10045328

Head Office: Unity Hall, Northfield Road, Peterborough, PE1 3QH
Website: www.parcaltd.org
Email: info@parcaltd.org
Office Tel: 00 44 1733 563 420
Social Media: www.facebook.com/parcaltd
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:

Nashir Valani BSC(HONS) MAAT
VAT Accountancy Services
60 Lincoln Road, Peterborough PE1 2RZ

Vision:

Refugees, asylum seekers, BME and migrant communities and other disadvantaged people 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.

Trustees' Annual Report Year Ended 31st March 2020

Year Ended 31st March 2020

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, submit their annual report and the financial statements of Peterborough Asylum and Refugee Community Association (PARCA) Support Organisation (the Company) for the year ended 31 March 2020. The Trustees confirm that the annual report and financial statements of the Company comply with current statutory requirements, the requirements of the Company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102).

The Board of Trustees are satisfied with the performance of the charity during the year and the position 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

Constitution and organisational structure: The organisation is a charitable company limited by guarantee. The Company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the Company being wound up members are required to contribute an amount not exceeding £10.

The Trustees are legally responsible for all aspects of the governance and management of the organisation, its finances, its employees, its services and its legal obligations to the Charities Commission. The Board meets bimonthly to consider all matters of strategic management, financial probity, policy and direction. Smaller sub-groups or working parties may be formed and meet between these full meetings. Responsibility for day-to-day general management and expenditure within planned budgets is delegated to the Chief Executive Officer.

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. These systems are designed to provide reasonable, but not absolute, assurance against material mis-statement or loss. These systems include:

Procedures for authorisation of all transactions.

Compliance with all appropriate legislation, including health and safety and employment.

Regular review of financial matters, including performance against budget.

Annual budget planning and review.

Cover for insurance where necessary.

The organisation continues to develop and bring additional benefits to the community in the following ways:

In summary, the Centre offers the only home that most of its clients can claim to have here. Along with a wide range of services and support structures that enrich the lives of its refugee, asylum seekers, migrants and local resident community, and enable them to assimilate, so that they can begin to create their own independent lives in the UK with dignity and self- reliance.

When visiting, We always leave the Centre feeling strengthened and invigorated by the extraordinary courage, fortitude, generosity and humour of so many of its clients, and by the commitment and ingenuity of its very dedicated staff and volunteers.

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: B-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:

Our Centre is a place where ...

Refugees,
Asylum Seekers and
Migrants feel safe
and Welcome

Refugees,
Asylum Seekers and
Migrants are supported
to improve their emotional
and physical
wellbeing

Refugees,
Asylum Seekers and
Migrants can come together
with each other and the local
community to build
friendships and share
stories

Be Independent,
Self-confident,
empowered to build
a new life and
integrate into society

Be Confident
in communicating
with people around them,
and in a position to take
opportunities to build
new skills and
experiences

Have access
to living standard or
more by secure job that
suitable to their
skills

Our Western world's concept of 'society' is a very limited one, judging by a more global perspective. Generally for us wealth, 'wellbeing', is judged by the comfort of prosperity, reducing the disadvantaged and the poor to the margins. In particular this is so of the thousands of migrants and refugees in the world.

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

Our dedicated staff and volunteers have worked tirelessly to meet the complex and no 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"

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

PARCA's vision is to develop a Refugee Integration and Development Centre in Peterborough that provides welfare and cultural support to refugees and migrants, and assists with their integration into the host community. Also, to promote the benefit of refugees and migrants living in the city Peterborough. We deliver projects that help to develop our service users abilities and confidence, while promoting and facilitating their social and economic integration into UK society.

Through their own words clients have expressed many times that without the Centre the achievements would not have been possible. This is what drives the Centre forward and keeps us all on track to provide what is most needed by our clients to help rebuild their lives and become a part of all of us.

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 incomedeprived 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

It is in every activity or service offering that we engender that positive engagement and work with the individual to break down complex, compound problems into manageable objectives that can breathe some relief into day to day life, reignite the fight for survival and create a desire to develop a warm feeling of being part of something in a society where many feel lost and isolated. The last year has been no different to others in the demands it has laid upon us to adapt, develop and grow in a way that is shaped by all who attend.

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.

September 2019 PARCA received and Award for Highly Commended from Charity Award that has raised our organisation profile for Community Impact Award 2019



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 three staff to support the project.

Summary of other undertakings for the public benefit by PARCA

Every Year our centre is becoming busier with visitors and services users who attend our centre for help, information advice, support integration or involve is social activities.

In September 2019, PARCA was delighted to have been awarded HIGHLY COMMENDED in the Community Impact Award from Charity Awards.



This is a recognition of hard working for our organisation to improving Lives, Every Day for those who are not able to understand UK System.

Our target beneficiaries are:
Asylum seekers and refugees
Recent migrants
Black and Minority Ethnic (BME) Communities
People who are disadvantaged e.g. through disability,
poverty or long term unemployment
Local residents and communities

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 Continued to lead Peterborough 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.

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 financial 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, EU Settlement and project costs. At our centre we runner different project to support our service users

During the year we managed to support 4716 people from different nationalities, and diverse age groups, with both funded and unfunded projects

The organisation has now 14 employee's equivalent of 7.5 full-time staff. 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 25 to 28 volunteers, who support the work of organisation. Volunteer contribution can be seen by the number of hours they give to our organisation every year: $28 \text{ peoples } \times 18 \text{ hours } \times 52 \text{ weeks} = 26208 \text{ hours}$

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

Peterborough Multi Agency Forum (MAF):

We are continued to lead the forum which is a great platform to communicate with wider organisations, discussing the needs and issues and finding the solutions 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 of PARCA doing in the field to bring many different organisations together.



Hate Crime:

We continue to create an awareness of reporting hate crime.

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.

Empowering Marginalise Women into Society (EMWiS)

The project is designed to engage with women who find it difficult to get their voice heard, support them to take part in community work and help build capacity and confident to enable them to more easily integrate in society. This is an innovative project, empowering women such as Refugees, Asylum seekers, Migrants, white British, BAME and other locals who have experienced abuse, are oppressed by poverty, isolated, lack confidence and often suffer from health issues such as depression. Many of these women remain housebound. Some are refugees who have experienced violence and trauma through conflict and find it hard to trust again. This project strengthens the whole community by enabling wellbeing/integration of refugees/asylum seekers and migrants.

To achieve this wellbeing, EMWiS engages with local communities, enabling community/skills development and better integration/cohesion. Partners referrals/volunteering opportunities and provision of activities and events to build integration/cohesion, promote English acquisition, and provide employability help improving economic opportunity and other interventions for stronger, resilient communities.

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 have a successful learner and gain employment.



Summary of the main achievements during the year

During the financial year 2019-2020 PARCA received funding from a variety of sources to meet its charitable objectives. The following projects delivered by PARCA have benefited 4716 users also our social network has grown.

Syrian Refugee Vulnerable Scheme 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 77 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)

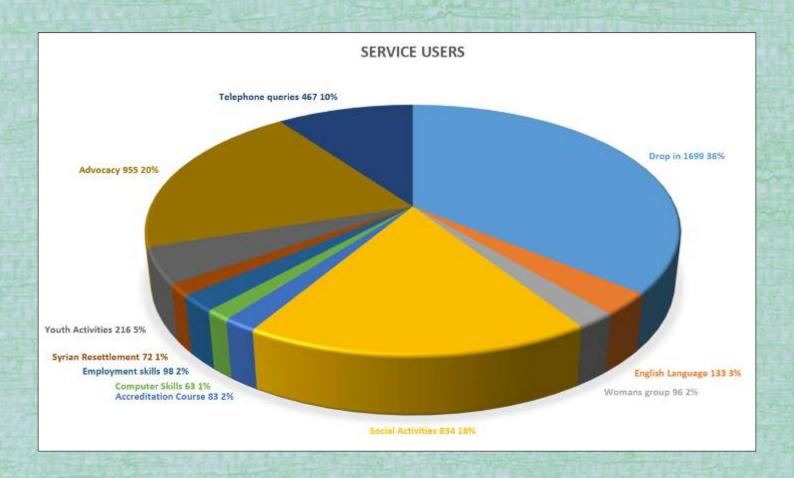
In Aug 2018, PARCA received a positive outcome of the application submitted for Reaching Communities to the National Lottery Community Fund for financial support for the organisation for the next five year's for Core Cost, Capital items and capacity build of Management Committee, Staff and volunteers.

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 (21 hrs), ESOL Manager (15 hrs), Youth Officer (15 hrs), Community Cohesion Manager (21 hrs) and Project Officer / Office Manager (21 hrs).

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.

Beneficiaries Chart



Nationalities we have helped include:

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

Summary of the main achievements during the year

Drop In:

Our drop in session continue to increase in visitor numbers, this year we managed to support more nationalities, which are facing difficulty in understanding the system.

Some of the ways in which support is given are:

Phone use to contact various agencies, etc Liaise with other agencies on service users behalf Provide assistance with completing housing applications and benefit forms. HMRC & Customs; Tax Credit, CHD Benefit, NI Number etc.....





ESOL

Our ESOL continues to be popular, with waiting lists for most sessions. 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

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. We appreciate all of the hard work and effort all of our volunteers put in during their time at Parca - Thank you.



Melanie Dawes Visit

We are very humbled for the second time to received a visit from Ministry of Housing Communities and Local Government: Permanent Secretary for DCLG Melanie Dawes with other dignitaries at our centre. The PARCA team discussed social activities and how we managed to integrate the wider community including faith groups during these activities and other Parca events.



Youth activities during the year

Various youth activities continue throughout the year, such as Table Tennis, Table football, Karaoke, Playstation etc. We are always keen for new young people to come along and join the group - it's totally free. The group activities aim to build confidence and enables young people to make new friends in a safe environment. Helping to build bridges across different communities.



Summary of the main achievements during the year

Success in Peoples Projects - Holding Hands Together

Parca were delighted to have won ITV's the Peoples Project. We VOTE FOR US would like to thank all staff and volunteers who helped get the Help us win National Lottery funding required votes to get us across the winning line. But most of all ugh Asylum and Refugee Community Ass we would like to thank everybody who supported Parca and took the time to vote for us. Thank You. PLEASE VOTE NOW! People's Projects Winner! £43,785 RMENT | EDUCATION | DEVELOPMEN DISTRIBUTE | ENJOYABLE ACTIVITIES People's Projects nner! Holding Hands Together £43,785 GROUGH ASYLUM & REFUGE COMMUNITY ASSOCIATION

PARCA Events - Refugee Week - June 21st

This event was very entertaining with some traditional dancing, poem readings, instrument playing and some other talks from a varied and diverse mix of people. It was very interesting to hear different stories.



PARCA Events - Culture Inclusive Event - August 14th



Social Activities - New Family Welcome Event - 15th November

A great evening was had by all and it was a wonderful way to welcome new families to Peterborough and to show what a diverse and friendly city we all live in. The food was delicious and throughly enjoyed.



PARCA Events - Festive Season Party 20th December

A really great time was had by all, with some excellent performances laid on. Plenty of food, party games for the children and lots of gifts handed out to all the children.



PARCA Events - Festive Season Party 20th December



PARCA Events - Integration Event: 17th January

Integration Event was very successful with various performances from some talented groups and individuals. Thank you to all who attended and continue to help break down barriers within our community.



Youth Integration Event - 21st February

This event was aimed at our younger members and some of the entertainment was performed by our youth group and other young people. There was a short talk from Peterborough Police's hate crime officer about knife crime and other issues that are relevant. Other entertainment included a poem by Wilson, a short film made by young people from Birmingham on the topic of prejudice, singing by Gypsy Boy, a excellent fashion show by Manuela Group - well done to everybody who made costumes for this show, it was really entertaining and was a big hit! Food and music followed and was enjoyed by many people.

and the performances

were great"

Bernardo, 16



PARCA PARCA

Attending the youth event was great. Seeing different groups of ethnicities together in one room enjoying the evening was a fantastic experience to learn about each other and their cultures. Listening to the information the officers gave was also very helpful. Hopefully we'll get to see each other again in the next event" Egidio. 21

self. Additionally, this event has brought happiness

to many people including myself and we hope

to attend many more event like this at the

PARCA in the future" Raul, 17

FREE EVENT FOR ALL 😝

logether Ever

International Women's Day - 27th March

It was with great disappointment that due to the Covid-19 virus, the International Women's Day event was cancelled. We look forward to welcoming all visitors back to all Parca events once it is safe to do so.



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 growing other agencies and the requirements of our services continue to increase. Funding challenges are ever present and we are constantly looking at ways to allow us to continue to provide the free services to all of our service users.

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

Working challenges due to Covid-19

We continue to grow and with the correct management and staff in place we are in a strong position to overcome the challenges that arise during the course of the year.





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, including all staff and volunteers.

First African Community Organisation in Peterborough - Established 2002

Bringing people together and improving lives everyday



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