Bikes for Refugees SA Incorporated Annual report, draft 1 July 2018 - 30 Jun 2019 Including financial statement

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SUMMARY

Bikes for Refugees is a small registered charity, running a bike recycling workshop in Adelaide CBD.

As in previous years, the main activity is supplying free second hand bikes to people in need. We focus on refugees and asylum seekers. We accept donations of unwanted bikes. All bikes need to be checked, cleaned, and repaired if necessary, before they are handed on. We provide free bikes and low cost accessories, to people in hardship, referred to us by a recognised welfare organisation or similar. Numbers of bikes handled, and funds raised, are similar to the previous year.

We also provide services to the community, in the form of: inexpensive repairs; inexpensive parts, usually second-hand; use of workshop tools to work on own bikes; information on bicycles and cycling; recycling option for bikes people no longer need.

The workshop was open to the public, 5 days a week, throughout the year. We received over 3500 visits.

We received 1422 donated bikes, and disposed of 1292 bikes.

In round figures of disposed bikes

- 45% of bikes received, put back on the road, then given free to people in need
- 35% put back on the road, then sold to raise funds
- 20% not worthwhile to repair or take too much time; dismantled for parts

582 people received free bikes, and could buy accessories (helmets, lights, locks) at cost. We received requests for help, from over 30 welfare organisations. Most were for newly arrived refugees, from Iraq, Afghanistan, and Iran, re-settling in Adelaide under Australia's Humanitarian Migration Program. To provide people with all they need to operate their bikes, we also sell lights, helmets and locks, at or near cost. Thus on average, every week we supplied free bikes to 11 people.

Total income was \$79,858. The workshop received no government support, and had to raise funding by its own efforts. Major items: We had more than enough bikes to meet need, and the extra were sold, raising \$50,301. We also raised a further \$18,473 by: repairs and servicing; running an 'op shop' selling second-hand parts and accessories; bike hire; scrap metal sales. Income from sale of lights, helmets and locks, was \$8,056

Total expenses, were \$83,943. Major items: \$31,177 was for workshop overheads, checking and repairing bikes including parts and tools, providing interpreters for refugee clients, etc. \$7,986 was for purchase of lights helmets and locks, mentioned above. \$2,922 was paid in direct help to refugees, including free toolkits plus assistance to a local family. \$40,000 was donated to other charities. These included those working overseas (Australia for UNHCR, MSF, Red Cross International) and those working in Australia (Australian Refugee Association, Asylum Seeker Resource Centre, Mercy House of Welcome, Jesuit Refugee Service, and Uniting Church Spire Community).

The scheme contributes to the community in many ways. Some benefits can be valued in dollars; others cannot but are nonetheless important. Where valuation is possible, contribution was \$125,912. Additional benefits, include e.g benefits of bike ownership such as exercise, health, cost savings over car / public transport. More benefits flow on, as transport enables regular attendance at school, courses, or employment, to earn income or gain skills and qualifications. There are environment benefits from recycling unused bikes not dumping them. Travel by bike, has a low environmental and climate impact, compared to travel by motor vehicle.

We thank the people who donated bikes, bike parts, or helped in other ways. And as always, we acknowledge our many volunteers – the workshop depends entirely on them to run.

Mike Brisco, 2 April 2021

INTRODUCTION

Welcome to our 2019 report. This report is designed to

- inform the public, about who we are and what we do.
- Provide an account to donors, how we used the bikes they donated, and who benefitted

The needs we responded to, are as previously. We have written about them extensively in earlier reports.

Publication was planned for early 2020. However, the COVID epidemic had a major impact on us, and our priority was to keep the workshop open. This delayed publication by around 12 months.

ADMINISTRATION and GOVERNANCE

We remain:

- ..an incorporated community association and incorporated body in S Australia.
- .. a not-for-profit.
- ..a charity, registered with the Australian Charities and Not-for-Profits Commission (ACNC).

We report annually to the ACNC. Further information on our activities can be obtained from their website.

We operate under the aegis of the Bicycle Institute of S Australia.

Our activities and aims are as set out in our Constitution. There were no changes to the Constitution this financial year.

The charity records what happens to each bike donated. Every bike is assigned a unique inventory number, and is tracked individually, including checks, repairs and its fate. If given free, it is cross referenced to a referral, and the recipient must provide ID and sign as evidence of receipt. If sold, the sale price and date are noted. If not suitable for repair, the reason is recorded eg missing parts, too rusty. Individual referrals are cross referenced to bikes provided, and any further help provided is noted e.g free accessories, toolkit.

PRINCIPAL ACTIVITIES

As before, our main aims are to support people in hardship, particularly refugees and asylum seekers, by providing free bicycles, to assist with transport and recreation.

To do this work, we run a community bike workshop, accepting bikes the public donate. All bikes need checking, and nearly all need servicing and often repair. The workshop also supports Adelaide cyclists in a range of ways, e.g advice, tool loan, repairs, bike sales, and sale of second-hand parts. We raise funds through sale of bikes, sale of parts and accessories, bike hire, and a repair service.

WHO RECEIVED FREE BICYCLES: REFUGEES AND OTHERS EXPERIENCING HARDSHIP

Assisting re-settling Refugees, with transport needs

The service we provide, aims to meet peoples transport needs, and get them mobile, in 1 visit. It includes a free second-hand bike, and low cost accessories such as helmet and lock and lights, plus information on cycling if required. Bikes are donated by the public. Accessories such as helmets lights and locks are bought in (we get too few donated to meet need)

People were eligible to receive a free bike if they were (a) recently arrived refugees re settling in Adelaide, or (b) experiencing other forms of hardship, e.g low income, illness, homelessness etc. We require evidence of eligibility in the form of a referral from a welfare organisation, educational organisation, or similar. An appointment is then made, for clients to come to the workshop. Our volunteers help them select their bike, from several available. Clients provide a signature as evidence they have received a bike, and can buy accessories at low cost, typically \$10-20 per person. At the end of the visit, clients leave with a bike, and usually helmet and lock. They are then ready to use the bike for transport.

As in previous years, Refugees arrive in Australia without Australian driving licences, and it is expensive to get these and to get a car. In the meantime they rely on public transport, walking, and lifts from friends. Transport is often a problem, as Adelaide suffers from urban sprawl. Houses are often some distance from the nearest shops, schools, and transport hubs. Many people attend Government-funded English lessons — at a local TAFE, or in Adelaide CBD. Many teenagers/young adults, attend Adelaide Secondary School of English in Croydon; or the adult re-entry colleges at Thebarton or Marden. Younger teens and children, love to have bikes for recreation, and parents are keen they learn to ride. Many people have used bikes before to get around — compared to running a car, they are quick, economical and low impact.

What we did, to help meet transport needs

We received 263 requests for help. Most were on behalf of people from refugee background, living in Adelaide, arrived recently. We also helped other people in hardship, e.g homeless, illness, low income.

582 people received bikes free of charge, plus option of purchasing low cost accessories. We had enough bikes available, to offer a free bike to everyone referred. Usually they could choose from a range of bikes, and nearly everyone could find a bike, that met their needs.

Basic toolkits were also supplied free of charge. These contained a set of hex keys (Allen keys), adjustable wrench, pump, and puncture repair kit. These enable clients to maintain their bikes, and also do simple household tasks e.g assemble furniture. A toolkit is essential for any household. Our previous research has shown that refugee families like to get toolkits, and find tools useful. However, other agencies do not supply them, and refugees often don't know which shops sell tools, or what to ask for.

Most people collected their bikes from our Adelaide CBD Workshop. On Saturdays we had volunteer interpreters on hand, from refugee communities, speaking Arabic, Farsi or Dari. Our volunteers helped them pick a suitable bike, and made sure they were OK to use it. They could take their bike home the same day. We also delivered bikes to Australian Refugee Association, Salisbury office, to distribute to younger clients.

Meeting refugees needs in other ways – use of surplus funds

Australia has a number of organisations and charities that respond to needs of refugees, by supporting and assisting them in many varied ways. We have supported this also, by raising funds, from sale of surplus bikes, and forwarding those funds to those organisations to support their programs. Some organisations assisted refugees overseas (eg UNHCR, Red Cross) and others assisting refugees re-settling in Australia (eg Australian Refugee Association).

DONATED BIKES RECEIVED - HOW THEY WERE USED

Apart from volunteer donating their time – the major inputs are goods: donated bikes, bike parts and accessories. The Workshop receives no government assistance as grants, and lacks DRG status, thus has to raise funding by its own efforts. Fortunately we get more than enough offers of bikes, to help people referred to us, and there are extra bikes available, to use for sale, or to use for parts.

At the end of the year, a stock take was made, to follow up fate of bikes present at start of year, and bikes donated during the year. All but 10 bikes were accounted for (99%). 6 bikes were likely stolen, and thefts were reported to SAPOL. Occasionally clients receiving free bikes, left unexpectedly, and we were unable to record which bikes they had been given.

Bikes donated to us.

1422 bikes were received. Our major source was donations from the public, usually as a result of people having bikes they no longer needed, and either finding our website, or being told about us. Other Major donors included: SAPOL Traffic education centre, Thebarton; BikeSA; 2 local religious institutions.

Bike output – given free to people in need, sold to raise funds, or used for parts.

1292 bikes were disposed of.

- 582 (45%)- checked fixed, then given free to refugees & others in hardship
- 455 (35%) surplus to above need checked fixed then sold. 75% adults bikes, rest mostly children's
- 245 (19%) beyond worthwhile repair. (low quality/damaged/shabby/rusty/worn out). Difficult to repair satisfactorily. Even if fixed up, people do not want them. These were dismantled; usable parts salvaged to repair other bikes; frames sold for scrap. These significantly help lower our parts costs.

Who benefitted from free bikes

582 people received free bikes, in response to referrals and requests for help, from welfare organisations and other charities. 422 adults, 140 children/teens

Principal recipients:

468 - refugees or asylum seekers:

383 - clients of welfare organisations e,g AMES, AMRC or ARA.

73 - students at educational institutions

12 - clients at STTARS

15 - Aboriginal communities, via BikeSA's Bikes Palya scheme (Joey Fagan)

28 - people at risk of homelessness-via Hutt Street Centre, & Salvation Army

Who benefitted from surplus funds raised

\$40,000 was raised over and above, what was needed, to run the free bikes scheme. To further our aim of assisting refugees, we allocated this surplus to a number of other charities that provide a range of services to refugees and asylum seekers. Beneficiaries included organisations active overseas (MSF, Red Cross, UNHCR); within Australia, in SA (Australian Refugee Association, Mercy House of Welcome, and Spire Community Uniting Church Norwood); and interstate, (e.g. Asylum Seeker Resource Centre V; Jesuit Refugee Service, NSW).

OTHER SERVICES TO THE COMMUNITY

Besides relief of hardship, we offer a range of services to the general public. These raise funds, and also - by encouraging cycling and supporting cyclists – advance our Charitable Aim of protecting the environment.

Activities include

- Sale of second-hand bikes, bike parts, and bike accessories.
- Low cost bike hire, during the Adelaide Festival & Adelaide Fringe, Feb-March.
- bike repair
- Loan of tools and stands, so cyclists can work on their own bikes
- Cycling information

DAYS OPEN TO THE PUBLIC, AND VISITOR NUMBERS

The workshop was open throughout the year: Tuesday-Friday 10 am-5 pm, Saturday 9 am-3 pm, closed Sunday Monday, public holidays.

	2016	2017	2018	2019
Days open to public				
per year	249	252	240	250
Per week	4.78	4.83	4.62	4.81
Visits from the public				
Total visits per year	2334	2578	2920	3800
Visits per year, repairs & sales (estimate)	~1100	~1300	~1400	~1900
Total visits per day	9	10	12	15
Total visits per week	45	50	56	76

2019 Visitor numbers were estimated, from counts between 9 Oct 2018 and 15 March 2019 (88 days).

SITE

Since early 2015, we operate from a few shipping containers, in the Conservation Council's Joinery precinct, on Franklin Street, Adelaide CBD. This is central and easily accessible, for donors, people referred for assistance, and customers. It is 10 min walk from Adelaide Railway Station, so people referred for free bikes, could take them home by train.

The site generally serves our needs well. However, a lack of lock up storage, means that bikes have to be stored outdoors, which attracted unwelcome attention. We experienced 1-2 security incidents per month. These included: vandalism; visitors behaving abusively, threateningly or stealing; break ins; theft of bikes. Many incidents were at night. Others were during opening hours and in presence of clients. These were a minute fraction of visits, less than 1%; economic losses were low; and all enterprises in Adelaide CBD attract criminal activity to some extent. However, for our volunteers clients and visitors, the incidents were stressful, unpleasant, and demoralising. Security precautions were strengthened, including CCTV; stronger locks and chains; and hire of a third shipping container to lock up higher value bikes. Incidents were reported to SAPOL.

ACKNOWLEDGING OUR VOLUNTEERS



We depend *entirely* on volunteers to operate. During the year over 30 people volunteered. We would like to put on record our thanks to all of them.

The workshop offers volunteers a number of small benefits, including free tea and coffee, use of tools and facilities to repair their own bikes, ability to purchase parts at wholesale prices, and some assistance with expenses of travel. Volunteers who are from the refugee communities, generally receive a small honorarium payment, as a 'thank you' for their assistance, particularly with interpreting.

Bikes for Refugees is registered with Centrelink, and in previous years some volunteers counted their work, towards their Centrelink obligations ("Work for the dole"). The lead agency for organising these placements was APM. In 2019, APM banned volunteers from riding bikes, supposedly due to unacceptable safety risks, even in car parks or on footpaths. Attempts to find a workable solution got nowhere, and henceforth, we were unable to offer "work for the dole" placements. The reasons why this additional requirement was imposed, were not given.

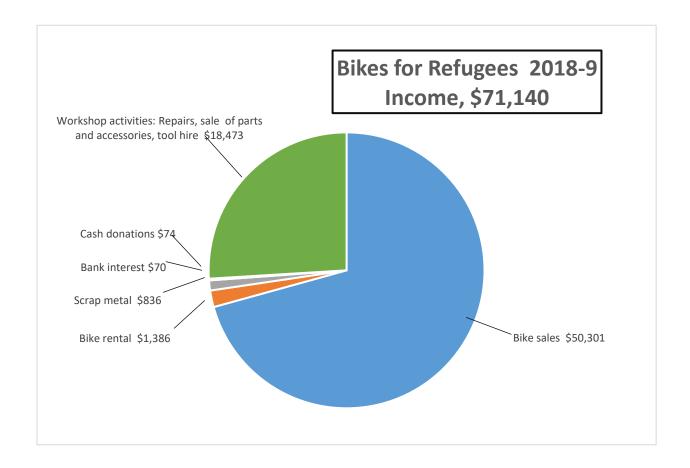
Which organisations referred clients to us for free bikes?

REFERRING ORGANISATION	REFERRALS RECEIVED
AMES re-settlement agency	66
Adelaide Secondary School of English	35
Thebarton Senior College	35
Salvation Army- Towards Independence	28
Hutt Street Centre	11
St Vincent de Paul, Migrant & Refugee Committee	10
Australian Migrant Resource Centre (AMRC)	9
Australian Refugee Association (ARA)*	6
Baptist Care	4
Nauru support	4
Streets to Home, Adelaide City Council	4
Middle Eastern Communities Council of SA (MECCSA)	3
STTARS	3
Pie chartAdelaide University Union, Student Welfare	3
Adult Migrant English Program (AMEP)	2
Circle of Friends	2
Mercy House of Welcome	2
MIND	2
Adelaide Community Correctional Centre	1
Anglicare	1
Spire Community, Burnside Uniting church	1
Common Ground	1
Housing SA	1
Helping Young People Achieve (HYPA)	1
Inner South Community Mental Health	1
Life Without Barriers	1
Metropolitan Youth Health, Govt of SA	1
Multicultural Youth South Australia (MYSA)	1
TAFE-SA	1
Uniting SA	1
volunteer, friend, associate	7
miscellaneous	15
TOTAL	263

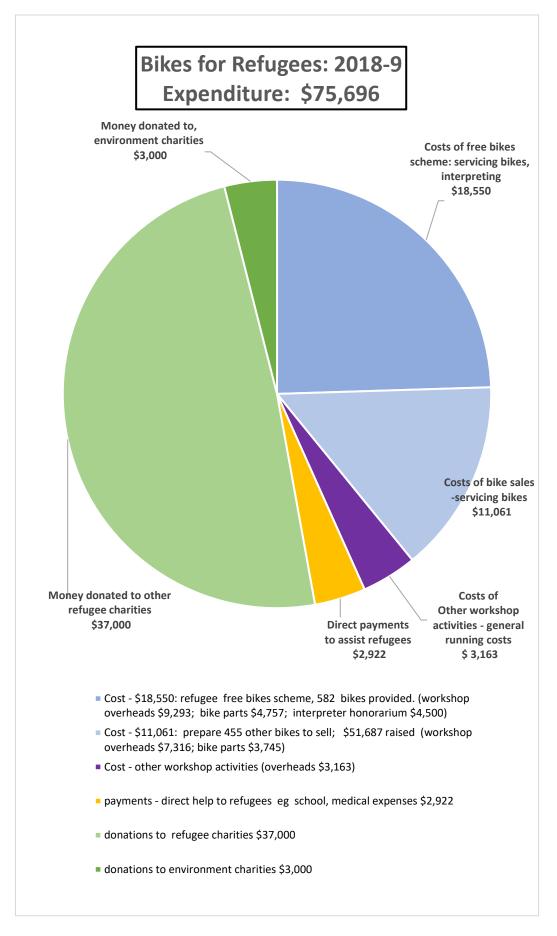
Notes

Bikes supplied to 582 people in total. Australian Refugee Association received 104 bikes for its youth program. For the re-settlement agency AMES, one referral was generally for one family, ie could be several individuals. Thebarton Senior College, and Adelaide Secondary School of English, have many refugee students, and can refer them for free bikes. 40-50 further referrals were received, and appointments made - but clients did not show up.

Income 2018-9 – pie chart



Expenditure 2018-9 – pie chart



FINANCIAL STATEMENT

NOTES

Accounting - accrual. Amounts exclude GST, as we are exempted. For FY2019, a refund of \$2097 is due, for GST paid on purchases.

2018-9 accounts show a small shortfall of (\$79,858-83,943) \$4,085. During the year, a surplus of approx. \$36,000 was raised, to allocate to other charities, and this was rounded up to \$40,000 total. The extra was funded from previous years reserve, as it was felt safe to reduce those, thus provide more money for people in need, whilst at the same time leaving us adequate provision against uncertainty.

We currently maintain a reserve of \$25,000, notionally 6 months running costs. This provides some resilience, against unpredictable events, e.g reduced donations of bikes and parts; reduced ability to sell bikes to raise funds; urgent expenses, etc. It also provides ability to meet urgent refugee needs, if required.

INCOME

Income, all sources, 1/7/18 - 30/6/19				
workshop activities (see below)	79,714			
Donations, outside organisations (Marion Council Staff fund)	74			
Interest on current account	70			
TOTAL income, all sources	79,858			

Income, workshop activities only	
On-sale of goods, sold at cost price	
Affordable Accessories for clients - Helmet light locks	8,056
Volunteers bike parts purchase scheme	662
Fund raising activities	
Bike sales	50,301
bike rental	1,386
scrap metal sales	836
Other workshop fund raising activities (including: sale, 2 nd hand parts & accessories; repairs and servicing; ; tool and stand hire; profit on helmets lights locks sold at full price; sale of other new parts and accessories; small cash donations from the general public; etc)	18,473
Total income workshop activities	79,714

EXPENDITURE

01 tools		595.31
02 bicycle parts		6,772.69
03 consumable items (lubricants, cleaning materials, etc)		1,289.13
04 fittings and fixtures		
04.1 general	320.81	
04.2 security - locks, chains, cctv	512.20	833.01
05 Shipping deliveries to us		440.50
06 computing, stationery, record keeping		630.37
07 Purchase, Affordable accessories (helmets lights locks)		7,323.97
09 volunteer bike part purchases scheme*		662.49
11 Volunteer costs		
11.1 refreshments		583.76
12 Honorarium & expenses, volunteer interpreters		
12.1 Mr JA	2,270.00	
12.2 Mr KA	2,230.00	4,500.00
13 Expenses assistance "work for the dole" volunteer		
13.1 LH		1,430.00
14 _refugees, direct help		
14.1 asylum seeker family – essential expenses paid	2,371.64	
14.3 Free toolkit for clients referred for free bikes	550.75	2,922.39
18 Honorarium, co-ordinator		13,000.00
19 Insurance		431.97
20 Rent or Lease of Buildings		2,063.64
21 Payments to clients - consignment sales, warranty, refunds		260.00
22 Motor vehicle expenses		203.65
30 Donations to other charities		40,000.00
Total Expenses		83,942.88

Notes

Volunteer parts purchase scheme – as a benefit, volunteers can purchase parts at wholesale rates through the workshop's accounts. Their payments for those parts, are included in Income.

Affordable Accessories – as a service to people referred for assistance, the workshop purchases economically priced helmets, lights and locks, and on-sells these to clients at cost or near cost. Repayments are included in Income

EXPENDITURE – Money we raised and donated to other charities

2018-9 Donations to other charities						
	MONEY DONATED TO	2017-8		201	18-9	
Refugee	Australia for UNHCR	13,000		11,000		
support -	Red Cross International	3,000		3,000		
International	Medecins sans Frontieres (MSF)	2,000	18,000	3,000	17,000	
	Asylum Seeker Resource Centre, Footscray, Vic.	5,000		5,000		
Refugee	Jesuit Refugee Service, Sydney NSW	-		2,000		
support –	Mercy House of Welcome, Kilburn, SA (run by Sisters of Mercy)	4,000		5,000		
within Australia	Australian Refugee Association, Underdale, SA	3,000		5,000		
	Uniting Church, Spire Community, Norwood SA (English lessons)	3,000	15,000	3,000	20,000	
Environ-	Conservation Council of SA	5,000		2,000		
mental	Bicycle Institute of SA	1,000		500		
protection	Greenpeace, Australian bight campaign	500	6,500	500	3,000	
	TOTAL	39,500	39,500	40,000	40,000	

Allocations are decided in consultation with volunteers.

BALANCE SHEET & COMPARISON PREVIOUS YEARS

	30-Jun	30-Jun	30-Jun	30-Jun	30-Jun
	2015	2016	2017	2018	2019
ASSETS					
CASH AND CASH EQUIVALENT					
BankSA	23,616.99	25,452.60	48,951.94	63,381.05	77,280.64
Paypal	617.85	10.00	10.00	10.00	10.00
cash box 1	68.15	50.00	-	-	-
cash box 2	100.00	100.00	100.00	116.30	57.20
STOCK new					
helmets lights locks	1,762.00	1,664.00	811.26	826.32	1,406.00
other bike parts	1,533.00	1,552.50	4,083.17	4,115.61	5,735.00
PLANT AND EQJIPMENT					
shipping containers	1,900.00	1,710.00	1,539.00	1,385.00	1,246.00
fixtures and fittings	670.56	536.45	429.16	343.33	274.66
improvements 2015-6		1,556.95	1,245.56	996.44	797.15
improvements 2016-7			1,009.82	807.85	645.88
Improvements 2017-8				1,801.83	1,441.46
Improvements 2018-9					916.31
RECEIVABLES					
unpaid invoices			196.00	-	-
Uncleared bank deposits			-	-	1,330.00
TOTAL	30,268.55	32,632.50	58,375.91	68,841.80	91,140.30
LIABILITIES					
cheques, uncleared	0.00	0.00	28,018.68	26,500.00	*40,000.00
Expenses still owed				16,999.77	**25,161.04
TOTAL	0.00	0.00	28,018.68	43,499.77	65,161.04
TOTAL EQUITY	30,268.55	32,632.50	30,357.23	25,342.03	25,979.26

^{*} Liabilities, \$40,000 – surplus funds, to be forwarded to other charities, allocated on 30/6/18 and paid after the current financial year

^{**}Liabilities, expenses still owed, \$25,161 - all workshop expenses are paid in the first instance by the co-ordinator, who subsequently reclaims them from the Charity. The claim For Expenses for Jan-June 2019. was only submitted, after the current financial year

THE WORKSHOP'S CONTRIBUTION TO THE COMMUNITY – estimated dollar value

A tentative estimate.

Dollar value estimates are widely used, but the picture that dollar amounts convey, is restricted. Other benefits are hard to quantify objectively in dollar amounts, and cannot be shown in the table below.

For instance, giving someone a bike, may save them money in bus fares. Cycling is exercise, and this can improve their fitness, quality of life, and health. They can also use a bike to get to work or college regularly and at any time - enabling them to gain qualifications or earn income.

Also, no account is taken, of the value to the community, of benefits to the environment. Recycling bikes and promoting cycling for transport, reduces landfill, reduces consumption of non-renewable resources, and lowers the impact of transport.

Tangible contributions to community – estimated value \$						
	2015-6	2016-7	2017-8	2018-9		
Assistance in cash						
direct help to refugees	-	7,322	3,857	2,992		
donated to other Charities	-	15,555	39,500	40,000		
Goods & services						
2nd-hand bikes given free to people in need -	-	57,060	37,080	34,920		
(say \$60 per bike)						
Visits per year, repairs sales and information (half	-	19,500	21,000	48,000		
of all visits, say \$15 per visit)						
TOTAL VALUE	70,730	99,437	101,437	125,912		

ACKNOWLEDGMENTS

- All our volunteers, including Bruce Patrick, Greg Dowling; Richard Madigan, Luke Hansen, Kamal Mohammed,
 Olle Olessen, Bill Truesdale, Rene Schlosser, Richard Bentley, Scott Simms, Dave & Oliver Priestley.
- Volunteers who helped with interpreting: Kianoosh R, Mohammed A, Khaled A, Kamal M
- Volunteers repairing bikes at home: Paul S, Colin H
- · Secondary school students Zephyr, Will and Maurice, volunteered as part of their school community service.
- Jacqueline Apoefis –design of new logo, stationery and business cards.
- Paul Coates Adelaide Secondary School of English
- Nick Antoniades & Terry Grealy Thebarton Senior College
- Joey Fagan BikesPalya
- Amber Poudel Australian Refugee Association
- BikeSA, Bike Kitchen, and Bikes for Humanity for kindly donating bikes surplus to their requirements
- Cash Donations: Marion Council staff
- Conservation Council of South Australia provision of site and services
- Bicycle Institute of S Australia (BISA) supervising body, and insurance.
- We particularly thank volunteers who kept the organisation running, by attending regularly, throughout the year
- We also thank several hundred donors, who offered bikes, parts & accessories and donated time to bring these to the workshop, saving us considerable time and expense.

Many other people contributed to the workshop in many ways. We would like to thank everyone who contributed during 2018-9, and apologise if we omitted to mention your name here.