



## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **AMENDED Report of the Trustees and Financial Statements for the Year Ended 31 March 2022**

REGISTERED COMPANY NUMBER: 2897250 (England and Wales)  
REGISTERED CHARITY NUMBER: 1034581

**BIRMINGHAM DISABILITY RESOURCE CENTRE**

**Reference and Administrative Details  
for the Year Ended 31 March 2022**

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## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Reference and Administrative Details for the Year Ended 31 March 2022**

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<b>Chairperson</b>	Mr Timothy Philips
<b>Trustees</b>	Mr Stephen Anjum (to 10 May 2022) Mr Andrew Beaton Mr Paul Bryce Mrs Deborah Phillips (from 27 July 2021) Ms Brigid Lawlor Mr David Lloyd Mr John Roberts (to 11 May 2021)
<b>Company secretary</b>	Ms Louise Mckiernan ACIS, PG Dip (Prof Admin)
<b>Key management personnel</b>	
Chief Executive	Ms Louise Mckiernan
Head of Finance	Mr Desmond Thomas
Head of Fundraising	Mr Steven Moralee
Head of Operations	Mrs Emma Costanza
<b>Registered office</b>	Unit 18 ACE Business Park Mackadown Lane Kitts Green Birmingham B33 0LD
<b>Registered company number</b>	2897250
<b>Registered charity number</b>	1034581
<b>Auditors</b>	Haines Watts Birmingham LLP 5-6 Greenfield Crescent Edgbaston Birmingham B15 3BE
<b>Bankers</b>	Lloyds Bank PLC 36-38 New Street Birmingham B2 4LP
<b>Solicitors</b>	Anthony Collins Solicitors 134 Edmund Street Birmingham B3 2ES

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Chairperson's Report for the Year Ended 31 March 2022**

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I would like to take this opportunity to introduce you to the Birmingham Disability Resource Centre's (DRC) Annual Report and Accounts and to outline some of the highlights from the 2021/2022 financial year.

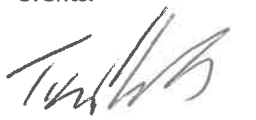
The past year has continued to be challenging because of the Pandemic and the various relaxations and reintroductions of Government restrictions experienced during the year which has impacted on both service delivery and indeed the workforce. As a Disabled People's User Led organisation, DRC has faced additional challenges in keeping both its staff and service users as safe as possible given that many were classed as being high risk to the impact of virus.

All of DRC's services and activities continued to be delivered remotely by telephone, email and virtually during the year with some beginning to re-open for face-to-face provision in the latter part of the financial year as the UK began to emerge from the lifted restrictions. This included time-bound Covid-19 response and support activities as well as core information and advice services.

DRC has adopted robust Covid 19 management arrangements including writing and re-writing policies, procedures and risk assessments in response to changing Government advice. The organisation has continued to work closely with its funders and commissioners on service delivery; the re-opening of its Information Health and Wellbeing Centre; and the recommencement of face-to-face delivery at various community-based locations. It has also continued to work closely with its staff team providing them with health and wellbeing support as well as opportunities for flexible and hybrid working, subject to service delivery requirements being met.

I would like to take this opportunity to thank DRC's staff team for their support and commitment during the Pandemic. I would also like to thank the Chief Executive, Senior Leadership Team and fellow Board Trustees for their strong leadership despite the personal challenges some faced during this time.

The work undertaken over the past 12 months not only in response to the Pandemic but also through the development of closer working relationships with funders and commissioners; improved business continuity arrangements; and restructuring of various back-office functions, has helped to reduce potential risk and ensure DRC continues to be adaptive and responsive to key market and global events.



.....  
Mr Timothy Phillips  
**Chairperson**

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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#### **Trustees of the charity**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the amended financial statements of the charity for the Year Ended 31 March 2022. These replace the original accounts previously filed at Companies House for the year ended 31 March 2022, and are now the statutory accounts and have been prepared as they were at the date of the original accounts.

The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

The trustees who served throughout the year and up to the date of this report are named on page 1.

#### **OUR PURPOSES AND ACTIVITIES**

The charity's objects and principal activities are defined by its constitution as follows:

"To promote for the public benefit the relief of people whose impairment or the nature of their condition subjects them to physical, mental, learning or sensory disability by the provision of facilities and services known as Birmingham Disability Resource Centre through which disabled people may realise their full potential as individuals and as members of society, irrespective of the nature of their impairment or condition, disability, gender, sexual orientation, nationality, race, religious belief, status as a married person or civil partnership, pregnancy, spent convictions or other conditions not justified in law."

This is achieved through its mission:

To empower disabled people and those with long term health conditions to take control of their own lives and to actively seek out opportunities to achieve their full potential as individuals in mainstream society by building a sustainable business.

And through its vision:

In three years' time, the charity will be:

- a leading authority on disability issues at national, regional and local levels;
- providing a range of high-quality person-centred products and services which meet the needs of disabled people and their support networks;
- providing a range of innovative disability solutions to individual, community and societal issues for Central Government, public bodies and the private sector;
- achieving all that we do by engaging and investing in the best people who share in our vision.

In shaping the objectives for the year and planning its activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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Putting these strategies into action, the organisation operates the following key areas of charitable activity:

- Ensuring the voice and lived experience of disabled people are taken into account by those in positions of influence.
- Information, advice and advocacy services to enable disabled people and those with limiting long term health conditions to make informed choices and decisions and exercise their rights.
- Personal and life skills development to enable them to build confidence and learn the skills required to do things for themselves and to live independently and safely.
- Health and wellbeing services to promote healthy living and lifestyle choices and to enable them to build resilience and better manage their own health condition or impairment.
- Social and leisure activities to help improve social skills and combat social isolation.
- Employment, training and volunteering to support them towards economic participation and sustainable employment.
- Community development support for older adults and families in the Yardley Constituency of Birmingham working with Birmingham City Council and partner agencies on the development and delivery of the Neighbourhood Network Scheme (NNS) Social Work Model.

The charity also operates commercial activities which are chargeable at the point of access including disability equality training and access audit work for employers and businesses. However, this has been adversely impacted by the COVID-19 pandemic during 2021-2022.

#### **Our approach to fundraising**

In order to carry out its activities, the trustees have considered The Charities (Protection and Social Investment) Act 2016. The charity complies with the Code of Fundraising Practice.

The majority of the charity's fundraising activity is derived from grant funding and contract opportunities via grant making trusts, public agencies and prime contractors. It does not carry out either directly or through other professional agencies, direct marketing or face-to-face approaches to individuals, vulnerable or otherwise.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **VOICE AND REPRESENTATION**

During 2021/2022, DRC has continued to be involved in national work through the Disabled Peoples Organisation (DPO) movement. DRC has continued to represent the East and West Midlands on the England-wide DPO Forum to ensure a national response to policies and decisions that impact the lives of disabled people is provided to decision makers from organisations led by disabled people. As part of this, DRC held 2 focus groups for the East and West Midlands to inform and evidence the Shadow Report on the UN Convention on the Rights of Disabled People.

We also continued the work started in 2020/2021 as the lead DPO for the East and West Midlands regions in distributing National Emergencies Trust (NET) funding to other local DPOs. Work in this financial year has included supporting funded DPOs with their monitoring and end of grant reports and ensuring these were submitted in line with NET grant agreements.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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#### **INFORMATION, ADVICE AND GUIDANCE**

##### **Information and Advice - Physical and Associated Disabilities**

DRC continued to deliver against its contract with Birmingham City Council to provide information and advice to disabled people living in Birmingham. Assisting people with newly acquired physical disabilities and/or deteriorating conditions, the service was vital in assisting people in a time of need during COVID-19. The service supported people to access additional services and provided welfare advice and guidance which made a significant positive impact to some of the most vulnerable people in Birmingham who, especially during the pandemic, were facing additional access barriers.

DRC's service provided both light touch advice, linked in with other holistic services and took on complex and extensive benefit cases. The service provided a platform for disabled people to continue to access those services that continued to be available during the pandemic. The service also helped to make sure that individuals could better navigate social and health care systems.

Throughout the year DRC saw an increase in the number of people accessing the service. The demand for welfare support throughout the pandemic significantly increased. People's conditions deteriorated, and people were diagnosed with new conditions with limited access to services. During this financial year, the service received 1,193 referrals and 948 people received 1:1 advice and support.

##### **Solihull Specialist Disability Advice Service**

DRC continued to work with its partner Age UK Solihull to deliver a Specialist Disability Advice Service in Solihull as part of the Solihull Metropolitan Borough Council Commissioned Community Advice Hubs service. This additional funding has enabled DRC to expand its reach and increase its presence in the Solihull area.

This demand led service provided both debt and benefits advice to disabled and vulnerable people. The service employs a full-time specialist adviser who works out of an outreach location through Age UK Solihull.

##### **Carers Service**

During the year, DRC continued to receive funding from Birmingham Forward Carers to deliver services for carers across Birmingham. The Forward Carers contract is contracted by Birmingham City Council for the carer's hub provision.

DRC continued to support carers in a time of need where caring responsibilities had increased as other services remained closed or were reduced as a result of the pandemic. DRC received additional funding to help carers apply for carers assessments and gain access to welfare advice for both themselves as a carer and for those they cared for.

Vitality, DRC was able to continue to support self-referrals and external referrals from social workers, The Stroke Association, Home Start, and Birmingham City Council to name a few.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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Barriers and issues were addressed in several innovative ways to ensure service delivery continued to be person-centred and satisfy Covid-19 risk assessments and guidelines. In house services such as fuel/energy advice, benefit/IAG, counselling befriending, and collaborative partnerships with external agencies and community assets such as: Birmingham Mind, Mencap, Early Help, Birmingham Settlement, Oasis Food Pantry and Age UK were used to support carers.

DRC completed 39 carers assessments, 29 registrations and supported 31 people with complex benefit issues during the year.

#### **HELP! for Disabled People Programme**

DRC originally received funding for its HELP! For Disabled People Project (H4DP) in 2017 to run a five-year programme funded by the former Big Lottery Fund Reaching Communities grant programme (now called the National Lottery Community Fund). For the duration of the programme, DRC was required to match fund some project running costs together with the post of Case Worker (30 hours per week) which was not covered by the grant. The match funding element was secured from other sources of income including, but not limited to, the former Independent Living Service funded by Birmingham City Council.

During the year, the H4DP grant was extended which enabled DRC to continue to deliver the project through the pandemic. H4DP provided support to disabled adults living in Birmingham and Solihull who needed timely and accessible assistance in managing and dealing with significant crisis issues that they faced in their daily lives. This funding enabled DRC to increase its reach and strengthen its information, advice and guidance provision during this critical time. Between April 2021 and August 2021, 627 people received information, advice, and guidance through the project extension.

#### **Specialist Enablement Service**

DRC continued its partnership arrangement with BID services, who are the lead contract holder on the Specialist Enablement (Supporting People) service commissioned by Birmingham City Council. This service has allowed DRC to continue to support disabled people through early intervention.

The service allows vulnerable people to make a contribution in their local communities, stay safe, live independently, improve their health and wellbeing and enhance their quality of life. During the year, the service supported 165 people and provided 1,344 hours' worth of specialist advice.

#### **Energy Redress**

DRC continued to receive funding from the National Energy Trust through the Energy Redress Scheme to deliver its Warm, Safe and Sound project. With the developing cost of living and energy situation in 2021/2022, this project has been able to support disabled people and their families experiencing extreme examples of fuel poverty. The funding has allowed the team to develop online services, media platforms and peer support networks to share knowledge and information regarding energy advice within local communities.



## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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DRC has trained energy champions in external organisations and provided peer to peer support to these individuals so they, in turn, can best support their service users. DRC has also supported many individuals and households to ensure they are better equipped in dealing with energy bills, energy usage and energy disputes, making sure that they have the right information they need to make informed choices and decisions about their current energy bills. The project team have worked with energy providers to write off current debt and negotiate new payment plans on service users' behalf. Through the Energy Redress funding, DRC has supported 868 disabled people with one-to-one advice, 1,819 households and 16,084 people to access online information and training.

#### **PERSONAL SKILLS DEVELOPMENT**

##### **Safe and Sound**

Safe and Sound provides participants with the skills, tools and confidence to manage their health conditions, improve their peer support and build confidence and resilience, thus reducing the need for further specialist support interventions. DRC continued to deliver Safe and Sound workshops and training courses online and as COVID-19 restrictions eased, face to face training reconvened and support was provided from community locations once again.

During the year, DRC received a 12-month grant extension from Birmingham City Council to continue to deliver Safe and Sound courses. In addition, DRC also received match funding from Harborne Parish Lands Charity to support this delivery, allowing DRC to increase its reach into the wider Birmingham area. With this funding, DRC ran 8 courses supporting 89 service users.

##### **Fit for Life**

During 2021-2022, DRC continued to receive grant funding from Black Country and West Birmingham Clinical Commissioning Group and various Trusts and Foundations to provide Fit for Life activities across Birmingham and Wolverhampton. During the year, DRC's Fit for Life programme has developed and changed to meet the needs of service users. DRC received additional funding which allowed investment in hand cycle machines which enabled participants to complete regular exercise classes as part of our weekly Fit for Life sessions. DRC continued to provide walking sessions and to run 8-week programmes as well. During these programmes, individuals worked on small achievable goals to help improve their health and well-being, received peer support, and improved their physical health. In Birmingham, 126 disabled and older people were supported and in Wolverhampton, 24 disabled and older people benefited from the programmes and activities on offer including weekly welfare calls and virtual seated exercise and spinning sessions.

##### **IT Courses and Digital Inclusion**

During the year, DRC continued to provide Learn My Way courses until 21 September 2021 and ran a Capita Digital Inclusion pilot project until 31 December 2021 (both funded by The Good Things Foundation). These projects enabled individuals to complete online training courses which increased their confidence in using digital devices and developed their IT skills. In this year, DRC was able to work with 151 people.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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DRC received additional funding from Arconic Foundation to refurbish its IT suite for service users. This comprised the purchase of 10 new laptops and storage systems which has enabled DRC to provide outreach IT services within communities closer to where people live in addition to its Information Health and Wellbeing Centre. The new computers also provided a safe space for individuals to access the internet from DRC's Centre in Kitts Green.

From 1 March 2021 to 31 May 2021, DRC participated in the Census Support project also funded by The Good Things Foundation. DRC were able to support some of the most vulnerable people in the West Midlands to complete their online census forms. Through this, DRC helped 55 people complete their census forms online.

#### **Plugged-In**

At the end of the financial year, DRC received grant funding from the National Lottery Community Fund Reaching Communities Programme to launch a new 3-year Plugged-In Project. The project will provide IT support to some of the most vulnerable and digitally excluded people in Birmingham and Solihull, allowing them to connect with their friends and family and become more digitally savvy. Through the project, DRC will also provide specialist benefits advice and offer a triage service for those seeking more generalist advice. As part of this, DRC will develop a single point of access where people can receive the advice they need in a timely, more streamlined manner. Together, the advice and gained additional IT skills will help people stay connected digitally within their communities.

#### **HEALTH AND WELLBEING**

##### **Public Health Birmingham**

DRC received funding from Public Health Birmingham to increase the range of accessible information for hard to reach and vulnerable groups within the local community. The project extended local and national Public Health COVID-19 information to those with limited digital access through a range of traditional communication methods.

DRC engaged with 4,037 people on social media by sharing COVID-19 related key messages, supported by engaging with 3 volunteer social media Ambassadors. 9,833 twitter impressions were achieved, 300 people received DRC's COVID-19 newsletters and 30 people took part in our COVID-19 related workshops.

##### **Improving Access to Psychological Therapies (IAPT)**

Through a sub-contract with the Living Well Consortium, DRC continued to deliver both high and low intensity IAPT sessions. DRC provided talking therapies and support for disabled people with mild, moderate, and moderate to severe, symptoms of anxiety and/or depression. During the year, the IAPT service provided interventions to 61 people.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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#### **SOCIAL AND LEISURE**

##### **Arts & Craft and Other Social Activities**

During 2021/2022, DRC continued to receive funding from a number of local grants making trusts and foundations to run its arts and craft sessions and coffee mornings. Throughout the year, DRC provided many online sessions where people came together, received peer support and took part in creative crafting activity. As DRC moved out of the pandemic and social restrictions began to ease, the arts and crafts and coffee morning sessions have re-opened for face-to-face delivery at its Information, Health and Wellbeing Centre. Both activities have delivered sessions once a week with individuals taking part in art activities from crafting, drawing, painting through to clay work. Individuals have also received peer support.

During the year, DRC has supported 31 disabled people through its art sessions and 46 people through its coffee morning sessions.

#### **COMMERCIAL SERVICES**

##### **Disability Awareness Training**

DRC has continued its contractual arrangement with Birmingham City Council Licensing Department to train Private Hire Drivers in disability awareness and safeguarding as part of their licensing requirements. DRC trained 638 private Hire drivers during the year.

##### **Disability Confident Research and Development**

DRC was also successful in securing a grant and support package through the Social Investment Business Social Enterprise Development Programme. The support element was delivered by Equally Ours with a view to enabling DRC to research and develop a new commercial disability confident package.

#### **EMPLOYMENT AND SKILLS**

##### **Employment Programmes**

##### **Opportunities Hub, Positive Pathways, Disability Inclusion Project and PURE**

European Social Fund (ESF) match funded DRC's Henry Smith Charity and Caretech Foundation funded Positive Pathways project to fund the wider Disability Inclusion Project. The project allowed disabled people to access pre-employment support such as information advice and guidance, IT skills, money management, financial literacy and basic skills funded through the funding partners.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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Individuals also accessed DRC's Positive Pathways courses which are an engaging and interactive programme to support and enable disabled people in the West Midlands to move towards employment goals and aspirations. This six-week course gave service users the skills, knowledge, and confidence to move towards employment. The courses are very interactive and fun and were developed in partnership with disabled people to give them practical skills and covered the following topics: understanding disability, confidence building, self-managing health conditions, CV writing, interview skills and understanding employment. As part of this programme, individuals also accessed DRC's Opportunities Hubs which are weekly sessions where people can drop-in to carry out job search activities, receive peer support and get specialist support to help them gain their employment training or volunteering aspirations. In addition to this, DRC's ESF-funded PURE sub-contract working with BID Services as lead provider has allowed DRC to develop their Positive Pathways project and further work with individuals under the age of 25. In this year, DRC worked with 177 people across all their employment and skills programme.

#### **Kickstart Programme**

DRC, working in partnership with the Living Well Consortium and The Colebridge Trust took part in the Government's Kickstart initiative, a temporary employment programme, providing funding to create new jobs for 16- to 24-year-olds on Universal Credit who are at risk of long-term unemployment. During this year, DRC supported 5 apprentices to sign up for the scheme, one of whom has now gained permanent employment at DRC.

#### **COMMUNITY DEVELOPMENT**

##### **Yardley Neighbourhood Network Scheme (YNNS)**

In 2021/2022, DRC received a 12-month extension on its two-year YNNS contract with Birmingham City Council with DRC continuing to act as the lead facilitator on the YNNS programme working in partnership with Age UK Birmingham. In total 407 assets were logged onto Connect to Support. DRC had 48 successful grants approved worth £100,000 all of which were awarded to Yardley assets to help fund work on local priorities. These included grant funding for an Inclusive Walking Football group for 50- to 80-year-olds and a food Pantry in South Yardley Methodist Church to help support some of the most vulnerable individuals within the Yardley area. DRC's Fundraising Officer worked with assets to help sustain their activities within the community and supported them in securing external grants so that they could continue to run activities. In total, an additional £91,250 funding was raised for Yardley assets outside of the YNNS grants programme.

During the year, DRC received additional funding from the Arconic Foundation and the YNNS Small Grants Scheme to support the fixed term employment of a new Community Development Worker who was able to provide additional support to the Yardley constituency and YNNS programme. This allowed YNNS to better support communities and provided much-needed additional support to citizens within the area. This additional worker connected citizens with likeminded people, activities and assets that helped improve their social networks and their mental health and wellbeing. During the year, DRC assisted 894 local citizens.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

The YNNS small grants programme also provided additional support via a telephone befriending service. DRC successfully applied for extension funding until September 2021 to support local citizens in Yardley who were feeling isolated and lonely, mainly due to COVID-19. This service proved beneficial for residents in such a challenging time. As social restrictions eased and life started to return to normal, people started to re-engage with their communities and with the support of YNNS and through the telephone befriending service, some of the most vulnerable people in Yardley were able to reconnect with their peers and community which helped reduce their isolation. In total 103 people benefitted from DRCs befriending service.

#### **Household Support Fund**

During 2021/2022, DRC started working with Barnardo's on their Household Support Fund funded by Birmingham City Council. This allowed DRC to reach out to some of the most vulnerable people in Yardley and DRC assisted individuals with applying to the fund for a grant of up to £250 per household. This was very well received within Yardley and the project has helped DRC to reach out to citizens that they may not have otherwise been able to engage with. DRC assisted 126 people to apply for the household support fund.

#### **FINANCIAL REVIEW**

The financial results of DRC are detailed in the following pages. It is considered that the finances are sound and well established. The principal funding sources have included:

- Birmingham City Council NNS Yardley Lead Facilitator contract
- Birmingham City Council Information, advice and guidance physical disabilities contract
- Birmingham City Council Prevention and Communities grant for Safe and Sound project
- Public Health Birmingham Public Health Messages for COVID-19 contract
- The National Lottery Communities Fund - Reaching Communities Programme extension to Help! for Disabled People project and new Plugged-In project
- Energy Redress grant to deliver fuel poverty work
- The Henry Smith Charity to deliver Positive Pathways project
- CareTech Foundation to deliver Positive Pathways project
- Black Country and West Birmingham CCG grant for Fit for Life
- Sub-Contracts with BID Services to deliver employment and training support under PURE European Social Fund Programme and Living Well Consortium to deliver IAPT

All expenditure of this income is planned to fulfil the objectives and strategies of the charity. During the year ended 31 March 2022 total resources expended were £1,085,991 (2021: £1,146,730) and the surplus of income over expenditure was £59,232 (2021: surplus of £115,292).

The total funds carried forward at 31 March 2022 were £674,460 of which £570,440 related to unrestricted funds and £104,020 to restricted funds.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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During the 2021/22 financial year, DRC once again, secured grant funding to support the delivery of some of its charitable activities in the latter part of the year. The application of rules around income recognition (as governed by the Charities Statement of Recommended Practice 2019) have resulted in a position whereby income has been recognised in-year but some or all of the associated costs fall into the subsequent year. This has had the effect of increasing the reported net increase in funds and will have the opposite effect in the following year as the grants are expended.

The principal risks and uncertainties include:

- financial stability resulting from the Covid-19 pandemic and the markets DRC has traditionally operated within being impacted by BREXIT and the associated loss of European Funded Programmes
- staff recruitment caused by current market trends brought about by BREXIT and the Covid-19 pandemic
- increasing costs in running its Information, Advice and Wellbeing Centre as a result of the developing cost of living crisis.

DRC has well developed plans and strategies in place to manage these risks and has allocated an appropriate level of resources to business development; HR and recruitment; and income generation and fundraising activities.

#### **Investment policy and powers**

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long-term investment. Having considered the options available, the trustees have decided to continue to invest the small amount that it has available in a high interest deposit account.

#### **Reserves policy and going concern**

The trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between three and six months running costs. Reserves have been built up over recent years through planned operating surpluses which the charity hopes to maintain going forward. As of 31 March 2022, the level of unrestricted reserves was £570,440 (2021: £435,097). After making allowance for those unrestricted funds of £8,670 represented by fixed assets, the remaining free reserves of the charity at 31 March 2022 were £561,770 (2021: £432,957) which equates to 6.2 months of operating expenditure at current levels.



## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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#### **Plans for future periods**

DRC has plans to continue to grow its core activities outlined above in the forthcoming year. In line with its 3-Year Strategic Business Plan, plans have been developed to:

- secure more public sector contracts in more areas of the Midlands, most notably the Black Country, Warwickshire, Worcestershire and South Staffordshire; and
- continue to research and develop its commercial service offering where profits can be reinvested into the charity.

DRC also plans to review its future workplace accommodation needs in light of rising costs resulting from the cost-of-living crisis and to invest further in improved IT infrastructure and staff health and wellbeing support.

#### **Impact of COVID-19**

Covid 19 has resulted in the continued closure of DRC's Information, Health and Wellbeing Centre to the public and employees working from home for the majority of the 2021/2022 financial year. Existing Funders and Commissioners have been most receptive to conversations about how we have tailored our services to respond to service users' needs and provide support remotely utilising IT and continued to be able to support vulnerable people. Funding available has been tailored to provide more Covid related support, and DRC has secured some funding for zoom licenses and other IT equipment. The organisation was also fortunate enough to be awarded a grant of £48,278 from The National Lottery Community Fund, providing a 6-month extension for the HELP! for Disabled People project and to launch a new service, Plugged In (£76,013 in year 1 of a 3-year project) starting in February 2022. This has supported our cashflow during this uncertain time and meant that our staff can carry on supporting those vulnerable service users effectively.

#### **Volunteer involvement**

DRC would like to reflect the contributions made to the charity by its volunteers, members, friends, advisors and of course Charity Trustees, the help of whom contributes greatly to enhance the work of the organisation and to whom we are most grateful. Whilst volunteering opportunities continued to be impacted by Covid-19, this financial year, DRC still benefitted from 832 hours at the ASHE median wage rate for Birmingham would equate to £9,909 (2021: £11,243).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

DRC is a charitable company limited by guarantee, incorporated on 11 February 1992 and registered as a charity on 7 March 1994. 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 and the policies made from time to time by the trustees. In the event of the company being wound up, members are required to contribute an amount not exceeding £1. Membership is open to disabled people and non-disabled people.

#### **Appointment of Trustees**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association, the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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Paul Bryce and Tim Phillips will retire by rotation at the next Annual General Meeting and, being eligible, offer themselves for re-election.

The nature of the charity's work is to provide information, advice and support services to disabled people, their families and carers living primarily in Birmingham, Solihull and the Black Country. The Management Committee seeks to ensure that the needs of this group are appropriately reflected through the diversity of the trustee body. The more traditional business skills are also represented on the Board of Trustees.

All members of the Management Committee are requested to undertake a skills audit to identify their skills and relevant experience (and update it each year). In the event of particular skills being lost due to retirements, individuals with similar skills are identified to offer themselves for election to the Board of Trustees.

#### **Trustee induction and training**

All trustees are familiar with the practical work of the charity having been encouraged to take up induction and on-going training including presentations on projects and services, governance training, disability equality training, a tour of DRC's premises and various Business Planning and Away Days.

Additionally, new trustees are invited and encouraged to attend a series of short training sessions to familiarise themselves with the charity and the context within which it operates. These are jointly led by the Chairperson of the Management Committee and the Chief Executive of the charity and cover:

- Governance Training including the obligations of Management Committee members and the main documents which set out the operational framework for the charity including the Memorandum and Articles of Association.
- Financial planning including resourcing and the current financial position as set out in the latest published accounts
- Future plans and objectives, including the DRC's Strategic Business Plan and Service Delivery Plans.

A Trustee Handbook is also available drawing information from the various Charity Commission publications signposted through the Commission's guide "The Essential Trustee" as a follow up to these sessions. This is distributed to all new trustees along with the Memorandum and Articles of Association, Scheme of Delegation, all key policy documents and the latest financial statements.

#### **Organisation**

DRC has a Management Committee of up to 11 members who meet bi-monthly and who are responsible for the strategic direction and policy of the charity. At present, the Committee has seven members – five of whom class themselves as disabled or having a limiting long-term health condition – from various professional backgrounds relevant to the work of the charity. The Company Secretary also sits on the Committee but has no voting rights.

A scheme of delegation is in place and day-to-day responsibility for the provision of the services rests with the Chief Executive. The Chief Executive is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Chief Executive also has responsibility for the day-to-day operational management of the organisation, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.



## **BIRMINGHAM DISABILITY RESOURCE CENTRE**

### **Report of the Trustees for the Year Ended 31 March 2022**

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#### **Related parties and co-operation with other organisations**

None of the trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager of the charity with a client or supplier must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party. Related party transactions in the current year are described in note 19 to the accounts.

#### **Pay policy for senior staff**

The Board of Trustees, together with the senior leadership team, comprise the key management personnel of the charity in charge of directing and operating the organisation on a day-to-day basis. No director received remuneration in the year, and details of directors' expenses and related party transactions are disclosed in note 19 to the accounts. The pay of senior staff is usually reviewed annually by the Board of Directors.

#### **Risk management**

The trustees have a risk management policy framework which comprises:

- An annual review of the principal risks and uncertainties that the charity faces;
- The establishment of policies, systems, and procedures to mitigate those risks identified in the annual review; and
- The implementation of procedures designed to mitigate or manage any potential impact on the charity should those risks materialise.

This work has identified that financial sustainability is the major financial risk for the charity. Key elements in the management of financial risk are a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of operational debtor and creditor balances to ensure sufficient working capital by the charity.

Attention has also been focussed on non-financial risks arising from operational resilience. The impact of the COVID-19 pandemic has tested business continuity processes and DRC has adapted internally to be able to continue with service delivery given the disruptive events that have taken place. Future focus will apply to ensuring that operational resilience remains a top risk that is reviewed and controls tested to ensure that preparedness is at an acceptable level.

#### **Statement of trustees' responsibilities**

The trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

## BIRMINGHAM DISABILITY RESOURCE CENTRE

### Report of the Trustees for the Year Ended 31 March 2022

#### Statement of trustees' responsibilities - continued

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charity SORP;
- Make judgements and estimates that are reasonable and prudent; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

#### Auditors

Haines Watts Birmingham LLP were appointed at the Annual General Meeting.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 16/07/2022 and signed on its behalf by:



Mr Timothy Philips  
Chairperson



Mr David Lloyd  
Treasurer

**Report of the Independent Auditors to the Members of  
BIRMINGHAM DISABILITY RESOURCE CENTRE**

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**Opinion**

We have audited the financial statements of Birmingham Disability Resource Centre (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**In our opinion the financial statements:**

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'; and
- Have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

**Report of the Independent Auditors to the Members of  
BIRMINGHAM DISABILITY RESOURCE CENTRE**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Opinion on other matters prescribed by the Companies Act 2006**

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

- The information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The Report of the Trustees has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Report of the Independent Auditors to the Members of  
BIRMINGHAM DISABILITY RESOURCE CENTRE**

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**Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

We obtained an understanding of the legal and regulatory framework applicable to both the charitable company itself and the sector in which it operates. We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our sector experience and through discussion with the trustees and other management. The most significant were identified as the Companies Act 2006, the Charities Act 2011 and the Charities SORP (FRS102).

We considered the extent of compliance with those laws and regulations as part of our procedures on the related financial statements. Our audit procedures included:

- making enquires of management as to where they consider there to be a susceptibility to fraud and whether they have any knowledge or suspicion of fraud
- obtaining an understanding of the internal controls established to mitigate risks related to fraud or non-compliance with laws and regulations;
- assessing the design effectiveness of the controls in place to prevent and detect fraud;
- assessing the risk of management override including identifying and testing journal entries;
- challenging the assumptions and judgements made by management in its significant accounting estimates.

Whilst our audit did not identify any significant matters relating to the detection of irregularities including fraud, and despite the audit being planned and conducted in accordance with ISAs (UK), there remains an unavoidable risk that material misstatements in the financial statements may not be detected owing to inherent limitations of the audit, and that by their very nature, any such instances of fraud or irregularity would likely involve collusion, forgery, intentional misrepresentations, or the override of internal controls.

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

**Report of the Independent Auditors to the Members of  
BIRMINGHAM DISABILITY RESOURCE CENTRE**

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**Use of report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Nichola Venables (Senior Statutory Auditor)  
for and on behalf of Haines Watts Birmingham LLP  
5-6 Greenfield Crescent  
Edgbaston  
Birmingham  
B15 3BE

19 January 2023

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
(Company Limited by Guarantee)

**Statement of Financial Activities**  
**for the Year Ended 31 March 2022**

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Income from:</b>					
Donations and legacies	3	32,092	-	32,092	60,070
Income from charitable activities	4	452,732	603,769	1,056,501	1,143,776
Income from trading activities	5	56,603	-	56,603	58,176
Investment income	6	27	-	27	-
<b>Total income</b>		<b>541,454</b>	<b>603,769</b>	<b>1,145,223</b>	<b>1,262,022</b>
<b>Expenditure on:</b>					
Costs of raising funds	7	55,075	-	55,075	76,025
Charitable activities	8	351,036	679,880	1,030,916	1,070,705
Other		-	-	-	-
<b>Total expenditure</b>		<b>406,111</b>	<b>679,880</b>	<b>1,085,991</b>	<b>1,146,730</b>
<b>Net income/(expenditure) before transfers</b>		<b>135,343</b>	<b>(76,111)</b>	<b>59,232</b>	<b>115,292</b>
<b>Gross transfers between funds</b>	20	-	-	-	-
<b>Net movement in funds</b>		<b>135,343</b>	<b>(76,111)</b>	<b>59,232</b>	<b>115,292</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		435,097	180,131	615,228	499,936
<b>Total funds carried forward</b>	20	<b>570,440</b>	<b>104,020</b>	<b>674,460</b>	<b>615,228</b>

All of the charity's activities derive from continuing operations  
during the above two financial periods.

*The notes on pages 24 to 34 form part of these financial statements.*

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
(Company Limited by Guarantee)

**Statement of Financial Position**  
as at 31 March 2022

	Note	2022 £	2022 £	2021 £	2021 £
<b>Fixed assets</b>					
Tangible fixed assets	13		<u>8,670</u>		<u>2,140</u>
			8,670		2,140
<b>Current assets</b>					
Debtors	14	269,183		212,905	
Cash at bank and in hand		<u>583,632</u>		<u>663,626</u>	
		852,815		876,531	
<b>Creditors: amounts falling due within one year</b>	15	<u>(187,025)</u>		<u>(263,443)</u>	
<b>Net current assets</b>			665,790		613,088
<b>Creditors: amounts falling due after more than one year</b>			-		-
<b>Net assets</b>			<u>674,460</u>		<u>615,228</u>
<b>Funds of the charity:</b>					
Restricted funds	20	104,020		180,131	
Unrestricted funds	20	570,440		435,097	
			<u>674,460</u>		<u>615,228</u>

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

The financial statements were approved by the board of trustees on 16/01/2023 and were signed on its behalf by:



Mr Timothy Philips  
Chairperson



Mr David Lloyd  
Treasurer

Company registered number: 2897250

*The notes on pages 24 to 34 form part of these financial statements.*



**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
(Company Limited by Guarantee)

**Cash Flow Statement**  
**for the Year Ended 31 March 2022**

	2022 £	2021 £
<b>Net cash inflow/(outflow) from operating activities</b>	<b>(70,763)</b>	<b>267,337</b>
<b>Cash flow from investing activities</b>		
Payments to acquire tangible fixed assets	(9,258)	-
Receipts from sales of tangible fixed assets	-	-
Interest received	27	-
<b>Net cash inflow from investing activities</b>	<b>(9,231)</b>	<b>-</b>
<b>Cash flow from financing activities</b>		
Loan repayments	-	-
<b>Net cash outflow from financing activities</b>	<b>-</b>	<b>-</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>(79,994)</b>	<b>267,337</b>
<b>Cash and cash equivalents at start of year</b>	<b>663,626</b>	<b>396,289</b>
<b>Cash and cash equivalents at end of year</b>	<b>583,632</b>	<b>663,626</b>

**Notes to cash flow statement:**

**Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	2022 £	2021 £
Net income for the year	59,232	115,292
Interest receivable	(27)	-
Depreciation	2,728	2,636
Impairment of investment	-	97
(Increase)/ decrease in debtors	(56,278)	805
(Decrease)/ increase in creditors	(76,418)	148,507
<b>Net cash (outflow)/inflow from operating activities</b>	<b>(70,763)</b>	<b>267,337</b>

**Analysis of changes in net funds**

	At 1/4/21 £	Cash flow £	At 31/3/22 £
<b>Net cash</b>			
Cash at bank	663,626	(79,994)	583,632
<b>Total</b>	<b>663,626</b>	<b>(79,994)</b>	<b>583,632</b>

*The notes on pages 24 to 34 form part of these financial statements.*

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
**(Company Limited by Guarantee)**  
**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

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**1 Accounting policies**

The accounting policies adopted in the preparation of these accounts are:

**(a) Basis of accounting**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**(b) Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for a period of 12 months from the date of authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**(c) Income recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

**Grants receivable**

Government and other grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

**Donations**

Donations are recognised on a receivable basis where there is certainty of receipt and the amount can be reliably measured. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

**Donated services**

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
**(Company Limited by Guarantee)**  
**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

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**1 Accounting policies (continued)**

**Gifts in kind**

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

**Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

**Other income**

Other income, including the hire of facilities, is recognised in the period it is receivable and to the extent the goods have been provided or on completion of the service.

**Volunteer time**

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

**(d) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

**Costs of generating funds**

These are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

**Charitable activities**

These are costs incurred in activities undertaken to further the purposes of the charity and their associated support costs.

**Governance costs**

These include the costs attributable to the trust's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

**(e) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the trust's work or for specific artistic projects being undertaken by the trust.

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
**(Company Limited by Guarantee)**  
**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

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**1 Accounting policies (continued)**

**(f) Allocation of support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative payroll costs. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 8.

**(g) Tangible fixed assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost included costs directly attributable to making the asset capable of operating as intended.

Tangible fixed assets with a cost greater than £1,000 and with an expected useful economic life of more than one year are capitalised.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimate residual value, of each asset on a systematic basis over its expected useful life as follows:

Leasehold improvements	- between 15% and 50% per annum on a straight line basis
Plant and furniture	- 20% per annum on a straight line basis
Computer equipment	- 25% per annum on a straight line basis

**(h) Fixed asset investments**

Fixed asset investments are stated at cost less provision for any permanent diminution in value.

**(i) Pension benefits**

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

**(j) Operating lease rentals**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against income on a straight line basis over the period of the lease.

**(k) Taxation**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

**(l) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**(m) Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount to settle the obligation can be measured or estimated reliably. These are normally recognised at their settlement amount after allowing for any trade discounts due.

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
(Company Limited by Guarantee)

**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

**1 Accounting policies (continued)**

**(n) Volunteers**

We would like to reflect within the notes to these financial accounts the immense contributions made to the association by our volunteers, helpful members, friends, advisors, patrons and of course our committee members, the help of whom contributes greatly to enhance the work of the association and to whom we are most grateful. We benefitted for example from over 832 hours (2021: 944) which if valued at the ASHE median wage rate for Birmingham would equate to £9,909 (2021: £11,243).

**2 Prior year Statement of Financial Activities (year ended 31 March 2021)**

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>Income from:</b>					
Donations and legacies	3	60,070	-	60,070	9,008
Income from charitable activities	4	-	1,143,776	1,143,776	993,882
Income from trading activities	5	58,176	-	58,176	125,230
Investment income	6	-	-	-	158
<b>Total income</b>		<b>118,246</b>	<b>1,143,776</b>	<b>1,262,022</b>	<b>1,128,278</b>
<b>Expenditure on:</b>					
Costs of raising funds	7	76,025	-	76,025	46,774
Charitable activities	8	-	1,070,705	1,070,705	1,123,768
Other		-	-	-	-
<b>Total expenditure</b>		<b>76,025</b>	<b>1,070,705</b>	<b>1,146,730</b>	<b>1,170,542</b>
<b>Net income/(expenditure) before transfers</b>		<b>42,221</b>	<b>73,071</b>	<b>115,292</b>	<b>(42,264)</b>
<b>Gross transfers between funds</b>	21	-	-	-	-
<b>Net movement in funds</b>		<b>42,221</b>	<b>73,071</b>	<b>115,292</b>	<b>(42,264)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		392,876	107,060	499,936	542,200
<b>Total funds carried forward</b>	21	<b>435,097</b>	<b>180,131</b>	<b>615,228</b>	<b>542,200</b>

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
(Company Limited by Guarantee)

**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

**3 Donations and legacies**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Gifts and donations	32,092	-	32,092	70
Grants	-	-	-	60,000
	<b>32,092</b>	<b>-</b>	<b>32,092</b>	<b>60,070</b>

**4 Income from charitable activities**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Disability services</b>				
Grant income	452,732	603,769	1,056,501	1,143,776
	<b>452,732</b>	<b>603,769</b>	<b>1,056,501</b>	<b>1,143,776</b>
Fit for life	-	74,633	74,633	-
Positive Pathways	-	127,100	127,100	87,917
Health & Wellbeing, Arconic Support Access Grant, and Voice of Disabled Projects	-	26,829	26,829	50,710
Energy Efficiency Projects	-	101,938	101,938	99,035
IAG General Projects	-	99,886	99,886	219,362
BCC - National Neighbourhood Scheme	180,336	67,646	247,982	328,586
ESF Employability & Training	-	22,048	22,048	-
Digital & Skills Projects	-	21,467	21,467	-
Safe & Sound	-	62,222	62,222	58,968
IAG Physical & Associated Disabilities	161,277	-	161,277	-
Counselling Projects	12,895	-	12,895	-
Other income from charitable activities	98,224	-	98,224	-
Building Connections Yardley	-	-	-	13,771
COVID	-	-	-	135,377
BBO Bridges	-	-	-	25,236
All Good Things Foundation	-	-	-	19,918
CMA RBS	-	-	-	17,436
Disability action	-	-	-	20,203
Enterprise Development	-	-	-	11,500
Other grants	-	-	-	55,757
	<b>452,732</b>	<b>603,769</b>	<b>1,056,501</b>	<b>1,143,776</b>

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**5 Income from trading activities**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Commercial activities	56,603	-	56,603	58,176
	<b>56,603</b>	<b>-</b>	<b>56,603</b>	<b>58,176</b>

**6 Investment income**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Deposit account interest	27	-	27	-

**7 Costs of raising funds**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Staff costs	55,075	-	55,075	76,025
	<b>55,075</b>	<b>-</b>	<b>55,075</b>	<b>76,025</b>

**8 Expenditure on charitable activities -**

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
<b>Disability services</b>				
<b>Operational and support costs</b>				
Staff costs	263,501	132,997	396,498	397,297
Project costs	-	147,374	147,374	248,884
Motor and travel	-	926	926	360
Premises costs	79,227	-	79,227	72,538
Promotion and marketing	-	937	937	486
Depreciation	2,729	-	2,729	2,635
Supports costs (See note 9)	-	391,905	391,905	338,983
Governance costs (See note 9)	5,579	5,741	11,320	9,522
	<b>351,036</b>	<b>679,880</b>	<b>1,030,916</b>	<b>1,070,705</b>

During the year the charity has amended the way in which expenditure is allocated between direct costs and support costs. In the trustees' opinion, the new allocation more accurately reflects the true apportionment of costs. The comparative information has been restated on a consistent basis. There has been no change to the reported total expenditure and net income for the year ended 31 March 2021, this is a reclassification only.

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**9 Analysis of support and governance costs**

	<b>Basis of allocation</b>	<b>General support</b>	<b>Governance function</b>	<b>Total 2022</b>	<b>Total 2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Administrative staff	Staff time	263,501	-	263,501	205,735
Training and recruitment	Staff time	36,239	-	36,239	13,212
Information technology	Usage	26,401	-	26,401	30,089
Insurance	Usage	18,551	-	18,551	13,866
General office costs	Usage	27,879	-	27,879	17,877
Audit fees	Governance	-	8,500	8,500	8,000
Accountancy services	Governance	-	2,820	2,820	1,522
Legal and other professional	Usage	18,975	-	18,975	58,173
Bank charges	Usage	359	-	359	31
		<b>391,905</b>	<b>11,320</b>	<b>403,225</b>	<b>348,505</b>

**10 Net income/(expenditure) for the year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net income/(expenditure) is stated after charging:		
Operating lease charges - premises	50,965	45,320
Operating leases charges - other	13,623	10,461
Depreciation of tangible fixed assets	2,729	2,635
Auditors fees - audit	8,500	8,000
Auditors fees - other services	2,820	1,522

**11 Trustee and key management personnel remuneration and expenses**

The trustees neither received nor waived any remuneration during the year (2021 - £Nil). No trustees were reimbursed expenses during the year (2021 - £Nil).

The Charity considers its key management personnel comprise the Chief Executive Officer and the Head of Operations. The total amount of employee benefits received by key management personnel was £114,320 (2021 - £80,017).

**12 Staff costs**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Gross salaries	658,566	619,700
National Insurance	44,730	47,097
Pension costs	11,778	12,260
<b>Total</b>	<b>715,074</b>	<b>679,057</b>



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**12 Staff costs (continued)**

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	<b>2022</b>	<b>2021</b>
£60,001 - £70,000	<b>1</b>	<b>1</b>

The average number of employees during the year was as follows:

	<b>2022</b> <b>No.</b>	<b>2022</b> <b>FTE</b>	<b>2021</b> <b>No.</b>	<b>2021</b> <b>FTE</b>
Executive management	6	4	6	4
General information service	10	8	9	7
Employment and training service	14	10	10	6
Business services, administration and support	6	3	5	3
	<b>36</b>	<b>25</b>	<b>30</b>	<b>20</b>

**13 Tangible fixed assets**

	<b>Leasehold</b> <b>improvements</b> <b>£</b>	<b>Plant and</b> <b>furniture</b> <b>£</b>	<b>Computer</b> <b>equipment</b> <b>£</b>	<b>Total</b> <b>£</b>
<b>Cost</b>				
As at 1 April 2021	69,997	23,258	18,327	111,582
Additions	-	570	8,688	9,258
Disposals	-	-	-	-
As at 31 March 2022	<b>69,997</b>	<b>23,828</b>	<b>27,015</b>	<b>120,840</b>
<b>Depreciation</b>				
As at 1 April 2021	68,318	22,797	18,327	109,442
Charge for the period	1,679	481	568	2,728
Released on disposal	-	-	-	-
As at 31 March 2022	<b>69,997</b>	<b>23,278</b>	<b>18,895</b>	<b>112,170</b>
<b>Net book value</b>				
As at 31 March 2022	<b>-</b>	<b>550</b>	<b>8,120</b>	<b>8,670</b>
As at 1 April 2021	1,679	461	-	2,140

**14 Debtors**

	<b>2022</b> <b>£</b>	<b>2021</b> <b>£</b>
Debtors from operations	109,881	87,842
Prepayments and accrued income	159,302	125,063
	<b>269,183</b>	<b>212,905</b>

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
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**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

**15 Creditors: amounts falling due within one year**

	2022	2021
	£	£
Creditors from operations	59,040	25,771
Taxation and social security	12,015	12,250
Accruals and deferred income	115,970	225,325
Other creditors	-	97
	<u>187,025</u>	<u>263,443</u>

	2022	2021
	£	£
Deferred income included above comprised:		
Deferred income b/f	56,674	30,124
Resources deferred in the year	54,788	56,674
Amounts released from previous years	(56,674)	(30,124)
Deferred income c/f	<u>54,788</u>	<u>56,674</u>

At the balance sheet date the charity was holding funds received in advance for services due to be delivered after the year end and for which entitlement to the income is not received until the service is delivered.

**16 Commitments under operating leases**

At the year end the charity was committed to making the following total future minimum operating lease payments under non-cancellable operating lease contracts:

	Land and buildings		Other	
	2022	2021	2022	2021
	£	£	£	£
Within one year	52,961	30,000	8,736	8,736
Within two to five years inclusive	54,788	-	26,208	34,944
In over five years	-	-	-	-
	<u>107,749</u>	<u>30,000</u>	<u>34,944</u>	<u>43,680</u>

**17 Capital commitments**

There were no capital commitments at either 31 March 2022 or 31 March 2021.

**18 Contingent liabilities**

There were no contingent liabilities at either 31 March 2022 or 31 March 2021.

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
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**Notes to the Financial Statements**  
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**19 Related party transactions**

There were no related party transactions during the current and previous period.

**20 Analysis of funds**

	Opening balance	Income	Expenditure	Transfers	Closing balance
	£	£	£	£	£
<b>Restricted funds</b>					
Fit for life	-	74,633	(68,661)	-	5,972
Positive Pathways	15,000	127,100	(117,600)	-	24,500
Health & Wellbeing, Arconic Support Access Grant, and Voice of Disabled	6,400	26,829	(21,367)	-	11,862
Energy Efficiency Projects	-	101,938	(101,938)	-	-
IAG General Projects	36,537	99,886	(98,084)	-	38,339
BCC - National Neighbourhood Scheme	88,580	67,646	(144,726)	-	11,500
ESF Employability & Training	-	22,048	(22,048)	-	-
Digital & Skills Projects	-	21,467	(14,022)	-	7,445
Safe & Sound	11,875	62,222	(73,028)	-	1,069
Other grants	21,739	-	(18,406)	-	3,333
	<b>180,131</b>	<b>603,769</b>	<b>(679,880)</b>	<b>-</b>	<b>104,020</b>
<b>Unrestricted funds</b>					
General fund	435,097	541,454	(406,111)	-	570,440
	<b>435,097</b>	<b>541,454</b>	<b>(406,111)</b>	<b>-</b>	<b>570,440</b>
<b>Total funds</b>	<b>615,228</b>	<b>1,145,223</b>	<b>(1,085,991)</b>	<b>-</b>	<b>674,460</b>

**Restricted general fund**

Money given to the charity where the donor requires that a grant or donation be spent for a specific project.

**Unrestricted general fund**

The free reserves of the charity which are not designated for particular purposes.

**Designated fund**

Unrestricted income for which the trustees have designated a particular purpose.

**21 Analysis of net assets between funds**

Fund balances as at 31 March 2022 are represented by:

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	8,670	-	8,670
Current assets	663,622	189,193	852,815
Current liabilities	(101,852)	(85,173)	(187,025)
Balance as at 31 March 2022	<b>570,440</b>	<b>104,020</b>	<b>674,460</b>

**BIRMINGHAM DISABILITY RESOURCE CENTRE**  
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**Notes to the Financial Statements**  
**for the Year Ended 31 March 2022**

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**22 Company limited by guarantee**

The company is a charitable company limited by guarantee and not having a share capital. The guarantee of the members is limited to a contribution of £1 each in the event of the company being wound up whilst that person is a member or within one year of ceasing to be a member.