

Company number: 3818058

Charity Number: 1079727

# BHA for Equality

Report and financial statements  
For the year ended 31 March 2021

BHA for Equality  
Reference and administrative information  
for the year ended 31 March 2021

**Company number** 3818058

**Charity number** 1079727

**Registered office and operational address** Aura Business Centres  
412 Stretford Road  
Manchester  
M15 4AE

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Francesca Tackie	Chair
Mike Naraynsingh	
Kamie Kitmitto	Treasurer
Safina Nadeem	
Crispen Sachikonye	
Anna Tebay	Secretary Resigned 14 <sup>th</sup> October 2020
Nilam Prinja	Appointed 14 <sup>th</sup> October 2020

<b>Key management</b>	Priscilla Nkwenti	Chief Executive	Retired 31 <sup>ST</sup> March 2021
	Aydin Djemal	Chief Executive	Appointed 6 <sup>th</sup> April 2021
<b>personnel</b>	Qurab Ahmed	Director of Finance & Corporate Services	
	Jennifer Hirst	Director of Service Development & Delivery	
	Donna Miller	Associate Director of Policy & Development	

<b>Bankers</b>	The Co-operative Bank 3 <sup>rd</sup> Floor 1 Balloon Street Manchester M60 4EP	CCLA Senator House, 85 Queen Victoria Street London EC4V 4ET
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**Auditors** Slade & Cooper Limited  
Beehive Mill, Jersey Street, Ancoats, Manchester, M4 6JG

BHA for Equality  
Trustees' annual report  
for the year ended 31 March 2021

The trustees present their report and the audited financial statements for the year ended 31 March 2021. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

### **Objectives and activities**

The charity governing document "The Memorandum & Articles of Association" is replaced by "The Articles of Association" which were adopted by passing a special resolution on 5<sup>th</sup> August 2020.

#### **Objects and Principal Activities:**

The Charity's objects ("the Objects") are to protect and preserve good health and well-being in particular by promoting the good health and well-being of marginalised communities through engagement, education, support services, professional advice and training.

The Objects of the Charity were amended at an Extra Ordinary General Meeting held in July 2009 after seeking permission from the Charity Commission.

### **Aims**

1. Providing and developing a range of quality services.
2. Improving our understanding and knowledge of the communities we work with.
3. Improving our financial standing and independence to sustain our ability to develop and deliver quality services.
4. Raising the profile of BHA for Equality (BHA) and of issues for BME, disadvantaged and marginalised communities locally, regionally, and nationally.
5. To review, evaluate and develop BHA's structure and ensure we are fit for purpose.

### **Principal activities:**

The activities currently carried out for the public benefit by the charity can be broadly categorized into the areas of Health Education and Direct Support and Policy and Development; these are further sub-divided into the following two directorates:

#### **Health Education and Direct Support**

**Sexual Health Services Directorate** – Provision of responsive and inclusive sexual health promotion and testing services for BAME and most at risk communities; and support services for people living with HIV.

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**Policy & Development Directorate** - a healthy community has access to health information and services that meet its needs and can make informed choices. Healthy communities will feel safe and secure to voice their opinions, contribute to society and feel part of society.

We aim to develop appropriate services and influence policy to ensure the needs of communities are at the forefront of policymaking. This is done through engaging and involving people in the decision making process, both about their own future and, about the health services that are available, consulting in a way that is inclusive of all and understands the changing needs of communities.

The trustees review the aims, objectives, and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

### **Achievements and performance**

The charity's main activities and who it tries to help are described below. All its charitable activities focus on equality in health and wellbeing and are undertaken to further BHA for Equality's charitable purposes for the public benefit.

BHA provides many services under our two principal activities and each activity has set individual outcomes which feed into the wider outcomes of the whole organisation. The achievements of our activities are summarised below:

### **Sexual Health Services**

#### **Programmes in Leeds:**

#### **Leeds HIV Prevention and Testing Service**

- Over 500 people accessed the service during the year
- 120 people participated in group sessions with the purpose of promoting behaviour change
- 265 people engaged in 1-2-1 sexual health & wellbeing in support

Our key objective is to reduce the number of new HIV infections and prevalence of onward transmission in African communities in Leeds. We engage communities in a variety of ways; group sessions, 1-2-1's and community-based testing with our numerous partner organisations. We provide HIV training to professionals working with individuals who may be at risk of infection and ensure the needs of those living with HIV are represented and understood. We provide rapid HIV testing across the city and work clinical and community groups to deliver outreach for most at-risk communities in Leeds. Covid-19 has severely impacted our delivery model, as we were unable to provide face-to-face interventions for most of the year. We adapted our services to be available online and through digital means but for many of the communities we work with, faced additional barriers to accessing services in this way.

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### **Leeds HIV Support Service**

- 305 clients accessed HIV support during the year
- Staff provided 4,345 1-2-1 sessions with clients

The service provides social care support for anyone living with HIV in Leeds, including emotional and practical support, specialist mental health services, information, advice, and advocacy. We run a variety of support groups and trainings, ensuring equity of access to a wide and diverse client group. Services are co-produced to allow ownership and personal investment. Our recent increase in digital engagement has enabled the most vulnerable and marginalised clients to remain connected during the pandemic; lessons learned will continue to inform our progress and planning going forward and have boosted our offer in terms of accessibility.

### **Positive Peers**

Recruitment and training of Peer Mentors across Yorkshire and Humber, this project has been designed to tackle HIV stigma. It encourages people living with HIV to come together to be a voice for change in the local community.

- We trained 18 new peer mentors and 4 have returned, so 21 peer supporters from across the region.
- We delivered 9 HIV awareness, support, and prevention trainings to different services
- We delivered "Train the Trainer" training to 11 people across our network.
- Delivery of training sessions to over 50 PLWHIV
- Raising self-confidence
- Reducing self-stigma and
- Navigating sex as a PLWHIV
- Self-reflection and the power in owning and sharing our story.
- Public COVID specific trainings to PLWHIV which was live streamed.

In total, with all our online events, positive speaking programmes and World AIDS Day event, we have reached approximately 220 people.

Positive Peers helps build strong relationships for people living with HIV and maintains an ongoing delivery of a peer-to-peer support network. It empowers and enables people with HIV to gain confidence, self-esteem and effectively support their peers using new skills gained via our training.

### **Together for Life – Support group for young people living with and affected by HIV, funded by Children in Need**

T4L works with young people aged 12-18 who are living with or affected by HIV. We have worked with 12 young people over the course of the year. Sessions were delivered throughout the year focussing on 3 key areas:

#### **Living Well with HIV**

We focused on both the physical and emotional challenges of living with HIV. Work included sessions on medication, adherence, the immune system, and an overview of the human body going into adolescence. We also covered the emotional aspects of living with HIV, such as stigma, feeling different and talking about diagnosis.

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**Internet Safety**

Young people today often have significant online presence and could therefore be vulnerable to cyber-bullying sexual exploitation. We ran 2 sessions on internet safety, co-facilitated by the West Yorkshire Police, and another on the dangers of cyber bullying.

**Therapeutic and Holistic Therapy**

Sessions included reflexology and aromatherapy massage, and we provided bespoke mixing of oils for each person with gift bags of pampering treats to take away.

A further session was provided on the benefits of physical activity on mental health, using yoga as the focus.

**Programmes in Manchester:**

**HIVE**

The HIVE programme sits within the wider sexual health reform agenda and compliments the ambitions of Greater Manchester Sexual Health Strategy and Network, and the global Fast Track Cities Initiative. HIV-E aims to upscale the work that PaSH carries out, through the offer of free condoms and lubricants, 1-2-1 sessions, group sessions, self-sampling HIV postal kits and guidance on accessing Pre-exposure Prophylaxis (PrEP).

Key project stats:

Total number of digital outreach sessions created = 30

Total numbers reached = 4,393

Total people engaged 121s/groups= 84

Total condoms and Lubricant = 384

**Key achievements:**

**HIVE**

- Launched 6 HIVE campaign blasts utilising digital, out-of-home and radio advertising with 6.9 million+ digital advertising impressions, #SortHIV over 4.5million impressions, 24,500 unique visitors to website.
- 
- Production of inclusive and diverse campaign (ethnicity, sexuality and 'viewpoints' in one place) using GM residents. 'HIV: Let's sort this together' awarded 'Best Health and Beauty' campaign at 2020 Northern Marketing awards
- 
- Launched the step-up scheme with a series of webinars, referral pathways and promotional content for those at ongoing highest risk of acquiring HIV.

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## **PaSH**

The PaSH partnership is a collaboration between BHA for Equality, LGBT Foundation and George House Trust. It aims to protect and improve the sexual and reproductive health of populations most at risk of acquiring HIV and protect and improve the health and wellbeing of residents living with diagnosed HIV.

Total number of digital outreach sessions created = 66

Total numbers reached = 7, 642

Total people engaged through 121s/groups = 24

Total condom and lubricant = 2,249

## **Key achievements:**

Acceleration plans enabled us to explore new modalities of service delivery. The three key areas that we developed to adapt and respond to COVID-19 conditions include:

- **Online HIV outreach** – Social network outreach to engage those at risk of HIV through online chats, targeted social media postings, amplifying national & local campaigns, and creating content to be shared among key people, networks, and organisations.
- **Social influencer outreach** – Engaging influential, credible, and well-connected individuals as important partners in online outreach.
- **Social profiling** – Creating online advertising across social media to reach populations at risk for HIV with increasing precision based on their demographics, interests, and the content of their online activity.

At the same time, we have developed linkage of clients reached online to our website and services. This has included the development of the following provision to Greater Manchester residents:

- Two service options to test.
  - 1) Test at home using a HIV self-sampling kit
  - 2) Test at home with a virtual one-to-one to support completion of the test.
- Postal condom and lube distribution.

## **Healthy Communities**

### **Policy, Engagement and Development**

#### **Manchester Race & Health Service**

Equity of access and treatment in healthcare as well as an understanding of differing needs of Black, Asian and other minority groups is a priority in the work of the Race & Health Service. This goal was even more important because of the disparities in the risk and outcomes of contracting Covid-19 by Black and Asian communities over 2020.

BHA were invited to participate in the Covid Health Equity Manchester (CHEM) which was established to improve the experiences of and outcomes for, communities that suffer disproportionate adverse impacts from COVID-19. This involved reducing the risk of transmission, severe disease, and death among groups

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of people who have been identified as most risk. A significant amount of time was spent supporting CHEM's work across Manchester and key outcomes on this and other areas of work are set out below:

**Key outcomes achieved:**

- Through our involvement with CHEM we have supported the following:
  - Engagement activities by the neighbourhood team to keep people safe during the pandemic and comply with Covid-19 requirements.
  - The circulation of agreed messages out to Black, Asian and other minority communities to encourage compliance with Covid-19.
  - The establishment of an African Caribbean Sounding Board to gather community insight on the impact of Covid-19.
  - The development of a vitamin D wellbeing pack which was distributed to community organisations
- We undertook 3 community surveys to identify the impact of Covid-19 on Black, Asian and other minority groups and presented the findings to Manchester Health & Care Commissioning. This information was used to inform the work of CHEM.
- Signposted individuals to access foodbanks, employment advice and benefits.
- Supported individuals with advice on accessing health services during the pandemic.
- Organised a programme to increase the uptake of flu vaccinations for North Manchester PCN.
- Piloted a programme, in conjunction with Levenshulme & Gorton Primary Care Network to reduce diabetes in Black and Asian patients.

**Latent TB Project**

Our work on tuberculosis (TB) is aimed at people, from particular countries, who are recent arrivals to the UK and are at greater risk of latent TB. BHA staff support individuals, attending TB clinic, by explaining the need for testing, the symptoms of latent TB and the necessity of adhering to treatment. We also engage with people who are recent arrivals in the UK through local community organisations, colleges, faith groups and places of worship such as churches/mosques and community events. This enables us to provide information on the condition. This project is undertaken in partnership with TB clinics at Manchester Royal Infirmary hospital (MRI) and the Royal Oldham Hospital. Many people have heard of TB but believed it was a disease that no longer existed however few were aware of latent TB.

**Key Outcomes Achieved:**

The overall success of this work was an increased understanding of latent TB and testing by high risk groups through engagement with individuals at clinics, GPs and in the community. The project particularly successful in:

- Engaging with 886 people through outreach sessions and virtual sessions to provide information on latent and active TB.
- Supported the Neighbourhood teams of Manchester City Council to talk to local residents about being safe during the pandemic and provided information on the similarities between Covid-19 and TB so people would seek medical advice rather than self-isolate.
- Produced a social media pack for use by voluntary and community organisations to raise awareness of both latent and active TB on World TB day which was widely used.



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- Contributed to the RID-TB research study being run by University College London which is examining how best to test and treat latent TB and support patients during their treatment.

**Greater Manchester Cancer Screening Engagement Programme (Answer Cancer)**

Greater Manchester Cancer Screening Engagement Programme (branded as Answer Cancer) is a Voluntary, Community & Social Enterprise (VCSE) sector-led initiative to increase cancer screening rates across Greater Manchester. The Programme uses community engagement, trained cancer champions and gives grants to local community organisations to promote the uptake of cancer screening. The Programme targets those groups, that health data has shown are less likely to take up screening namely: Black, Asian and other minority groups, carers, people with a disability, people living with mental health conditions, LGBTQ people and generally people who live in deprived areas.

BHA is one of 4 partners in the Programme alongside Salford CVS, Unique Improvements Ltd and Voluntary Sector NW. BHA's role was initially to lead on engaging with BME communities but in 2020, that was extended to oversee the Programme's community engagement activity.

Like many service providers, Answer Cancer had to switch to online engagement during the peak of the pandemic, and faced difficulties in engaging with our priority groups.

**Key Outcomes Achieved:**

- The engagement team interacted with 1,967 people across Greater Manchester from all our priority groups. This was achieved through the delivery of cancer awareness session and through community outreach activities.
- Prior to the second period of lockdown, we successfully conducted a 10-day bus tour of deprived areas of Greater Manchester to promote the NHS screening programmes. The tour was carried out in partnership with Prevent Breast Cancer charity and their double decker 'Boobee Bus' that attracted the attention of the general public. The bus tour enabled the team to engage with 1030 individuals and resulted in an increase in calls, by women, to book a breast screening appointment.
- We successfully adapted our way of working and introduced other means of engaging with our target communities. For example, at the peak of the pandemic when food parcel delivery was on the increase, we developed relationships with food banks, led by Black and other minority groups, and those located in deprived areas. We added leaflets (translated into different languages) to food parcels to let people know the importance of keeping up with screening appointments and reporting unusual symptoms early to a GP. Approximately 7000 leaflets were distributed across Greater Manchester. Additionally, we, developed our working relationships with local community radio stations and key messages about Answer Cancer and screening are now frequently heard on 9 popular community and religious radio stations across Greater Manchester.
- 94 individual cancer champions and 147 organisational cancer champions were recruited to support our activities and spread key messages about NHS cancer screening programmes amongst family, friends, in the workplace and among the wider community.
- 533 individuals were provided with training on the NHS cancer screening programmes and how to facilitate discussions around cancer screening.
- 26 organisations were awarded grants to raise awareness of cancer screening programmes and increase uptake of screening by those groups that are least likely to do so. Grants were awarded to a range of groups working with Black, Asian and other minority groups, people with a disability and people with poor mental health.

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**VCSE Development Project**

Funding was obtained from Manchester City Council for a pilot project to support small BME VCSE organisations in Manchester, who deliver work or support communities on health and wellbeing and/or health inequalities in the North Manchester area. Through the delivery of this project, we have achieved the following:

- Gained an overview of needs of smaller VCSE organisations in the North Manchester area
- Provided limited support in view of limitations in engaging with community groups during the pandemic
- Supported the North Manchester Steering Group and acted as a mentor on the Conversations to Cash Programme

**Be Well Social Prescribing Service (led by Big Life)**

BHA was a host organisation for a member of staff of the Be Well Service and supported that individual to develop their links with Black, Asian and other minority groups. The Big Life Group delivers the Be Well service – a social prescribing service for Manchester which gives non-clinical support to GP patients such as advice and guidance on employment, housing and financial issues. The pandemic had a significant impact on the service requiring Be Well staff to adapt and provide additional support with mental health and as well as sign posting local residents to meet additional needs arising from poor health or unemployment.

**Other programmes - TNLF Community Fund – COVID-19 Response**

In the year BHA were successful in securing a grant from the TNLF Community Fund – COVID Response funding. The aim was to build our capacity to implement campaigns that help BAME communities embrace digital technologies during this period when life has been affected by Covid and to address the identified motivational barriers that may prevent BAME communities from accessing health information and services online.

The funding was used across BHA to support our services to engage with and improve digital inclusion of BME communities as well as to improve our own digital skills and platforms.

**Key achievements**

**Skyline**

Our digital inclusion work helped us reach digitally excluded communities by advocating the benefits of digital, and signposting people to free training and support available across the city.

Our work was designed to inspire others, improve people's confidence, and help raise awareness of the online world. It wasn't about being a computer expert, it's about being supportive, encouraging and patient.

Alongside additional digital engagement training for staff, we have developed an instruction booklet on basic usage of different digital platforms for clients to use. We will be utilising this booklet with those we have identified as needing additional support using online platforms, and it will go alongside some basic IT training. This will be delivered in the new IT suite in Leeds which has 4 laptops and a printer, in a welcoming and accessible space.

- Additional training provided to staff on digital inclusion and how exclusion can affect people
- Mosaic training for all staff – podcasts, smart phone use, digital marketing strategy and social media.

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- Large TV for training and group engagement purposes
- Direct users upskilling - providing training to champions, peer mentors, service users and peer support groups on Digital Readiness.
- Delivered 4 sessions of training on using digital tools (zoom, twitter, Facebook, Instagram etc) tailored to their needs.
- Digital engagement session with the Peer Mentors

### **PaSh**

The aim of the project was Key achievements:

- Deliver 3 informative sessions across community relevant local radio shows in Greater Manchester which explore the benefits of accessing online health content.
- Create 2 community newsletter articles that provide information on the benefits of accessing online health services and signpost to the relevant services.
- Create a weekly series of BHA social Media posts (Twitter, Facebook, Instagram) that highlight key benefits of accessing health services online.

### **Healthy Communities**

Our survey on the impact on Covid-19 clearly identified that some groups were unable to make the transition from accessing face-to-face support to online support. This was primarily because they either did not have the equipment or could not afford access to the internet to enable that transition. This was referred to as 'digital poverty' and exacerbated by some people not having the skills to access information online. BHA attempted to tackle this issue by accessing funding from the National Lottery to run campaigns and build the capacity of community groups to adapt to new ways of working. Grant funding was used to:

- Enable BHA to develop its internal systems to offer online/digital support to others
- Offer training and e-learning packages to those that were digitally excluded including service users, champions, peer mentors and peer support groups
- Develop a digital/media campaign
- Distribute laptops to community groups/families in need.

### **Volunteers**

#### **Leeds Skyline:**

This year at Skyline the volunteer peer mentors have interacted with clients both over the phone or via zoom. In February we recruited and trained 5 new peer mentors to our service, the training was delivered via zoom, they have since gone on to mentor 4 different clients. Our long-standing volunteers have continued to successfully run our men's group PACT for two hours every Tuesday evening via Zoom. Other volunteers have helped with a befriending service during the first lockdown Mar-Jul 2020, with world AIDS day, recording videos for trainings, helping to organise the office, and helping prevention with the postal condom service. Our volunteers provided over 200 hours of support to the organisation.

#### **Our Trustees**

As always, our dedicated trustees have worked exceptionally hard to keep the Charity focused on service delivery in these testing times. As well as the pandemic the Trustees were faced with many other challenges in the year. One of these challenges was recruiting a new CEO (Chief Executive Officer) to replace the retiring CEO. This was not an easy task but the Trustees with their knowledge, understanding and expertise in their own fields and the voluntary sector were able to select the new CEO who will take the

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organisation from strength to strength in the future. Our trustees have provided over 100 hours of voluntary support to BHA.

### **Beneficiaries of our services**

#### **We provide services to BME, marginalised and disadvantaged individuals, communities, and populations.**

Our beneficiaries represent diverse communities and organisations. The users of our services come from a wide range of social and economic backgrounds. BHA works to ensure that equality is integral in accessing Public services, hence it is imperative that our own services are fully inclusive and accessible to all members of the community.

### **Financial review**

The statement of financial activities for the year ended 31st March 2021 show the total unrestricted reserves of the Charity standing at £457,007 of which the Trustees have designated reserves of £195,371 for activities and infrastructure support for future financial years. The restricted funds balance at the end of the year was £11,117. The total funds balance at the end of the year was £468,124 which included fixed assets to the value of £1,460. In the year there was a decrease in income of approximately 1%. The decrease in expenditure was slightly higher at 1.88% which is reflective of the reduction in activities during the pandemic. BHA made an overall surplus of £65,165 in the year which contributed to the increase in reserves of the charity. A positive trend is beginning to emerge after many years of challenging economic conditions for BHA. BHA continued to deliver most of the services and adapted very quickly to different ways of working during the pandemic. The Trustees are confident BHA will enhance its service delivery models with the learning from this pandemic and continue to support its beneficiaries by ensuring the services are designed and delivered with the support of the beneficiaries and will be creative in the use of more digital resources to achieve the maximum outcomes. The charity has improved its financial position in challenging times and maintained a healthy balance sheet. The trustees are optimistic for continued growth and development in current and areas of emerging needs. BHA starts a new journey with a new CEO who with his experience, knowledge and drive will shape the strategic direction with the Trustees and the senior team. The challenges of funding will continue post COVID, but our Trustees are confident that BHA's resilience, uniqueness and reputation place it well to secure new funding to deliver the most needed services and to succeed in achieving the aims of the next Strategic Plan. The Trustees have reviewed the reserves and are satisfied that the level of reserves held meet requirement of our Reserves Policy.

### **Reserves**

BHA Trustees have reviewed the risk assessment of the income, expenditure and future needs of the charity and have reviewed the Reserves Policy and accept it to be appropriate to reflect the reserves requirement of the charity. The BHA Reserves Policy states:

- Reserves are maintained at a level which ensures that BHA's core activity can continue during a period of unforeseen difficulty.
- A proportion of reserves are maintained in a readily realisable form.

The calculation of the required level of reserves is an integral part of BHA's planning, budget, and forecast cycle.

It considers:

- Risks associated with each stream of income and expenditure being different from that budgeted
- Planned activity levels
- Organisation's commitments
- Potential future risks

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The Trustees have reviewed the reserves of the charity. This review encompassed the nature of the income and expenditure streams, the need to match income with fixed expenditure and the nature of the reserves. The review concluded that to allow the charity to be managed efficiently and to fulfil the strategic aims of the organisation, and to meet the charity's liabilities the level of reserves will be reasonable and appropriate to the probable risks and contingencies of the charity. The level of reserves required for this purpose was £195,371. The unrestricted reserves at the end of year were £457,007 (*including tangible assets of £1,460*), which will be sufficient to cover any unforeseen events and fund future activities for which funding is to be secured.

### **Going Concern**

The charity has a strong reserve position and has sufficient available resources, as demonstrated by the reserves policy above. We have adequate financial resources and are well placed to manage the business risks. Our planning process, including financial projections, has taken into consideration the current economic climate and its potential impact on the various sources of income and planned expenditure.

The accounts are approved during a period where the uncertainty COVID-19 continues. The Charity is constantly assessing the short and long-term impact on its income sources in the current climate. The charity's budget for the current and the next financial year considers the uncertainty of plans to return to business as usual and the potential for new work opportunities.

The ultimate impact of COVID-19 on the charity is not certain. Our risk management framework captures the risks and our mitigation plans. The Charity has survived the worst part of the pandemic and successfully delivered most of the services without the need to draw down additional funds. Our cash deposits are available and could easily be drawn down should working capital be required in the future.

The dispute with the previous landlord has been resolved and a creditor for the settlement amount has been included in these accounts.

The trustees believe that although there is uncertainty regarding COVID-19 and the other identified risks, the charity remains in a strong position to use its cash deposits to take advantage of any opportunities and consider it appropriate for the going concern basis to be adopted for these accounts.

There are no other material uncertainties that call into doubt the charity's ability to continue.

### **Plans for the future**

We will continue to deliver our commissioned services through planned activities to raise awareness on various health conditions and encourage and support our target population groups to screen and test regularly. We will continue to provide emotional and psychological support to individuals, families and communities that are living with certain health conditions. We will expand into new areas of work and fundraising, looking to broaden our income streams and add new activities for our service users.

We are reviewing our IT and social media skills and plan to train our workforce to become more competent in digital delivery and increase our social media presence.

We will move into a hybrid model of working that will allow staff to benefit from the flexibility of working from home while still having a workspace to meet and work with their colleagues.

We plan to work with champions and community leaders to promote, encourage and support new ways of staying healthy and safe.

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Our next business plan will include new areas of work such as -:

- COVID-19 , raising vaccinations levels among marginalised groups
- broadening the testing offer in the Sexual Health Prevention services to include Hepatitis testing.
- developing and expanding the Race and Health service
- focus on men's health
- explore racial inequalities beyond health.
- explore counselling and therapy services – particularly post COVID-19
- foster more collaboration between BHA project teams.
- build and strengthen key partnerships.
- offering external training packages. ·
- exploring research opportunities with colleges and universities

### **Structure, governance, and management**

The organisation is a charitable company limited by guarantee, incorporated on 02/08/1999 and registered as a charity on 7/11/1991.

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.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31<sup>st</sup> March 2021 was 6 (2020:6). The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 11 to the accounts.

BHA has a Board of Trustees of six members. Their role is the strategic development and management of the organisation. The Board of Trustees meet on a quarterly basis. The Board considers matters relating to the strategic direction of the organisation.

The Trustees of the Charity are proposed by the existing members of the Charity or are recruited through advertising and are elected as Trustees at the Annual General Meeting held by BHA on an annual basis. Trustees are elected for a term of three years and at every Annual General Meeting one third of the Trustees who are subject to retirement by rotation retire from office. The retiring Trustees are reappointed if willing to act unless it is resolved not to fill the vacancy.

All prospective Trustees are given information about the organisation as well as the Charity Commission website to access information on roles and responsibilities of Charity Trustees including those who are exempt from becoming Charity Trustees. Potential Trustees also have an opportunity to meet with the Chief Executive to discuss the organisation and their potential contribution to the work of the Board. All appointed Trustees are informed of training and offered support on a regular basis.

It is important that BHA has a Board that can direct the strategic development of the organisation. The Trustees reflect the communities we work with and bring to the organisation a wide range of skills and experience.

The overall day to day management responsibilities in delivering the Board's strategic agenda are devolved to the Chief Executive (CEO) who is also responsible for the development and implementation of policy within the organisation as well as fundraising for the activities of the charity and external

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relationships with partner agencies. The Chief Executive is directly accountable to the Board of Trustees for the performance and management of the organisation.

BHA also has a Senior Management Team (SMT) which supports the Chief Executive in the day-to-day operational management of the organisation. The SMT meet monthly to discuss the strategic, funding, quality and risk issues and draw up plans for presentation to the Management Team and the Board. During the year BHA undertook a review of the Core/Support functions to align the roles to the current and future needs of the organisation within the funding framework. This review incorporated the Senior Management Team whose roles were identified to provide service delivery and development in a more focused, dynamic but flexible way. The restructure of management was to achieve cross organisational working and flexibility in roles to readily transfer skills across the organization. The SMT consists of:

- (i) The Chief Executive, Aydin Djmal who has the overall responsibility of ensuring the BHA strategic agenda is delivered. The CEO has line management responsibility for the Directors who oversee the operational areas of BHA work, with accountability for growth, development, and transformation.
- (ii) Director of Service Delivery, Jeni Hirst who has responsibility to provide strategic and operational leadership and management of a variety of BHA services; with accountability for the growth, development, and transformation of service to ensure BHA can have the greatest impact possible in improving the health, well-being and lives of the Black and ethnic minority and other marginalised communities we work with. To lead and ensure the delivery of effective and quality services and to have responsibility for Quality Assurance systems within BHA
- (iii) Director of Finance & Corporate Services, Qurab Ahmed who has overall responsibility to provide strategic and operational leadership and management of the core operations of the BHA Finance and Human Resources functions, with accountability for financial and legal compliance, maintenance and development of financial and Human resource management systems and processes.
- (iv) Donna Miller, Associate Director of Policy and Development who has responsibility for the Race & Health Service which leads on most of our work relating to engaging and involving Black and other minority group and oversees our work in supporting Roma families, latent TB, and the Answer Cancer programme.

The Management Team consists of other project managers/coordinators who manage their areas of work and the staff teams.

Related parties and relationships with other organisations

There are no related parties.

### **Remuneration policy for key management personnel**

The charity benchmarks the roles of key personnel by assessing the equivalent roles in the voluntary sector with comparable size organisations and follows the NJC pay scales to remunerate key personnel in accordance with the level of responsibility required to fulfil the role.

### **Risk management**

The Trustees have examined the major strategic, business, and operational risks which the charity faces and confirm that systems are in place to manage these risks. The Trustees have incorporated risk management into the quarterly Board meetings and risks are discussed as they emerge. Risks are

BHA for Equality  
Trustees' annual report  
for the year ended 31 March 2021

identified through the day-to-day operations which are recorded on risk logs and all risks are scored on a scale of high to low in relation to the likelihood of them occurring.

A risk register is used to record and review the risks identified. All risks are reviewed according to the scoring of the particular risk by the Senior Management Team. Where existing policies do not cover a risk area new policies are developed to manage those risks. Risks are reported to the Trustees at their Board meeting.

In the year, the Trustees identified the following principal risks and how these will be mitigated:

1. The charity is very reliant on Public Funding:
  - The charity considers that its funding is relatively safe because it delivers key government work. It has recently secured two local authority contracts, one for five years and the other for three years.
  - The charity has robust contract arrangements and can plan around different contracts. The charity has clear exit strategies for all contracts.
2. There is risk of funding decline/loss post COVID, but new opportunities will also arise post COVID.
  - The trustees have reviewed current and future risks and have updated the Risk Register to capture the COVID and post COVID risks. The trustees are to commence work on a new Strategic Plan with a focus on diversifying the work and the income streams.
  - The charity has acted quickly to make changes to its service delivery models adapting them to enable service delivery in new ways by making use of digital media. We continue to explore and find innovative ways to reach our beneficiaries.



BHA for Equality  
Trustees' annual report  
for the year ended 31 March 2021

**Statement of responsibilities of the trustees**

The trustees (who are also directors of BHA for Equality for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

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

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware
- 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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Auditors**

Slade & Cooper Ltd were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 05/11/2021 and signed on their behalf by

Francesca Tackie

Chair

Independent auditors' report  
to the members of  
BHA for Equality

**Opinion**

We have audited the financial statements of BHA for Equality (the 'charitable company') for the year ended 31 March 2021, which comprise the Statement of Financial Activities (including the income and expenditure account), the Balance Sheet, the Statement of Cash Flows and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 2021, 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; 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 Auditor's 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 trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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 we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the

## **Independent Auditor's Report (continued)**

other information. 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.

### **Opinions 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 trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

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

In the light of our 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 trustees' report.

We have nothing to report in respect of the following matters in relation to which 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 prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the Trustees' Annual Report and from the requirement to prepare a strategic report.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 16, 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.

### **Auditor's 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 an auditor's report 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.

## **Independent Auditor's Report (continued)**

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- enquiry of management and those charged with governance around actual and potential litigation and claims.
- enquiry of the charity's staff, management and those charged with governance to identify any instances of non-compliance with laws and regulations.
- reviewing minutes of meetings of those charged with governance.
- reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the business rationale of significant transactions outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

### **Use of our 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 auditor's 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.

Chinwe Jennifer Daniel FCCA DChA

Senior Statutory Auditor

*for and on behalf of*

Slade & Cooper Limited  
Statutory Auditors  
Beehive Mill  
Jersey Street  
Manchester, M4 6JG

Date: 17/12/2021

BHA for Equality  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>					
Donations and legacies	3	200	-	200	-
Charitable activities:	4				
Health, Education and Direct Support		1,718,542	71,582	1,790,124	1,830,794
Policy & Development		94,564	-	94,564	66,237
Investments	5	290	-	290	1,942
<b>Total income</b>		<b>1,813,596</b>	<b>71,582</b>	<b>1,885,178</b>	<b>1,898,973</b>
<b>Expenditure on:</b>					
Charitable activities:	7				
Health, Education and Direct Support		1,679,394	90,775	1,770,169	1,796,746
Policy & Development		49,844	-	49,844	58,253
<b>Total expenditure</b>		<b>1,729,238</b>	<b>90,775</b>	<b>1,820,013</b>	<b>1,854,999</b>
<b>Net income/(expenditure) for the year</b>	9	<b>84,358</b>	<b>(19,193)</b>	<b>65,165</b>	<b>43,974</b>
Transfer between funds		4,293	(4,293)	-	-
<b>Net movement in funds for the year</b>		<b>88,651</b>	<b>(23,486)</b>	<b>65,165</b>	<b>43,974</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		368,356	34,603	402,959	358,985
<b>Total funds carried forward</b>		<b>457,007</b>	<b>11,117</b>	<b>468,124</b>	<b>402,959</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

BHA for Equality  
Company number 03818058  
Balance sheet as at 31 March 2021

	Note	2021	2020
		£	£
<b>Fixed assets</b>			
Tangible assets	13	1,460	2,877
<b>Total fixed assets</b>		<b>1,460</b>	<b>2,877</b>
<b>Current assets</b>			
Debtors	14	111,094	30,402
Cash at bank and in hand	15	646,173	476,279
<b>Total current assets</b>		<b>757,267</b>	<b>506,681</b>
<b>Liabilities</b>			
Creditors: amounts falling due in less than one year	16	(290,602)	(106,599)
<b>Net current assets</b>		<b>466,664</b>	<b>400,082</b>
<b>Total assets less current liabilities</b>		<b>468,124</b>	<b>402,959</b>
<b>The funds of the charity:</b>			
Restricted income funds	17	11,117	34,603
Unrestricted income funds	18	457,007	368,356
<b>Total charity funds</b>		<b>468,124</b>	<b>402,959</b>

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 23 to 37 form part of these accounts.

Approved by the trustees on 05/11/2021 and signed on their behalf by:

Francesca Tackie (Chair)

BHA for Equality  
Statement of Cash Flows  
for the year ending 31 March 2021

	Note	2021 £	2020 £
<b>Cash provided by/(used in) operating activities</b>	21	<b>169,604</b>	<b>24,653</b>
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		290	1,942
Purchase of tangible fixed assets		-	
<b>Cash provided by/(used in) investing activities</b>		<b>290</b>	<b>1,942</b>
Increase/(decrease) in cash and cash equivalents in the year		169,894	26,595
Cash and cash equivalents at the beginning of the year		476,279	449,684
<b>Cash and cash equivalents at the end of the year</b>		<b>646,173</b>	<b>476,279</b>

Notes to the accounts for the year ended 31 March 2021

**1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**a Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

BHA for Equality meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

**b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees have made no key judgments which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

**c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

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

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

**d 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.



## BHA for Equality

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### **e Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of 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 charity's work or for specific projects being undertaken by the charity.

#### **f Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of running fund raising events and their associated support costs.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **g Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 9.

#### **h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

#### **i Tangible fixed assets**

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Computer Equipment	33%
Office fixtures and equipment	20%

## Notes to the accounts for the year ended 31 March 2021 (continued)

**j 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.

**k Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**l Creditors and provisions**

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 due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**m Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**n Pensions**

Employees of the charity are entitled to join a defined contribution scheme. The charity's contribution is restricted to the contributions disclosed in note 10. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within support and governance costs and allocated to the funds of the charity using the methodology set out in note 8.

**2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.

**3 Income from donations and legacies**

	Total 2021 £	Total 2020
Donations	200	-
	<hr/> <hr/>	<hr/> <hr/>

All income from donations is unrestricted.

# BHA for Equality

## Notes to the accounts for the year ended 31 March 2021 (continued)

### 4 Income from charitable activities

Current reporting period	Unrestricted £	Restricted £	Total 2021 £
<b>Health, Education and Direct</b>			
HIV Prevention			
Salford City Council	1,139,723	-	1,139,723
Leeds City Council	114,770	-	114,770
Manchester City Council	3,000	-	3,000
HIV Support			
Leeds City Council	300,455	-	300,455
Children In Need	-	3,931	3,931
Touchstone	10,992	-	10,992
Healthy Communities			
GM Cancer Screening	84,850	-	84,850
Emergency Fund	2,310	-	2,310
National Lottery	-	67,651	67,651
Sundry income	62,442	-	62,442
	<hr/>	<hr/>	<hr/>
	1,718,542	71,582	1,790,124
 <b>Policy &amp; Development</b>			
MRHS			
Manchester CCG's	94,564	-	94,564
	<hr/>	<hr/>	<hr/>
	94,564	-	94,564
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	1,813,106	71,582	1,884,688

# BHA for Equality

## Notes to the accounts for the year ended 31 March 2021 (continued)

<b>Previous reporting period</b>	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2020</i> £
<b>Health, Education and Direct Support</b>			
<i>HIV Prevention</i>			
Terence Higgins Trust	430	-	430
Salford City Council	1,117,053	-	1,117,053
Leeds City Council	115,575	-	115,575
Innovation Fund PHE	19,200	-	19,200
<i>HIV Support</i>			
Leeds City Council	293,455	-	293,455
Children In Need	-	9,982	9,982
MAC Aids Fund CAF	-	20,000	20,000
Touchstone	10,992	-	10,992
Positive Peers	-	9,600	9,600
<i>Healthy Communities</i>			
Manchester City Council	-	23,159	23,159
GMCVO	55,125	-	55,125
M Cancer Screening	45,205	-	45,205
Medicash	12,569	-	12,569
<i>TB</i>			
Central Manchester CCG's	41,600	-	41,600
Emergency Fund	1,014	-	1,014
Sundry income	55,835	-	55,835
<i>Subtotal for Health, Education and Direct Support</i>	<i>1,768,053</i>	<i>62,741</i>	<i>1,830,794</i>
<b>Policy &amp; Development</b>			
<i>MRHS</i>			
Manchester CCG's	66,237	-	66,237
<i>Subtotal for Policy &amp; Development</i>	<i>66,237</i>	<i>-</i>	<i>66,237</i>
<b>Total</b>	<b>1,834,290</b>	<b>62,741</b>	<b>1,897,031</b>

## BHA for Equality

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### 5 Investment income

	2021 £	2020 £
Income from bank deposits	290	1,942
	<hr/> 290	<hr/> 1,942
	<hr/> <hr/>	<hr/> <hr/>

All of the charity's investment income arises from money held in interest bearing deposit accounts. All investment income is unrestricted.

#### 6 Government grants

The government grants recognised in the accounts were as follows:

	2021 £	2020 £
Manchester City Council	14,562	23,125
Salford City Council	1,139,723	1,117,053
Leeds City Council	415,225	409,030
Manchester CCG's	94,564	107,837
Public Health England	-	19,200
	<hr/> 1,664,074	<hr/> 1,676,245
	<hr/> <hr/>	<hr/> <hr/>

The were no unfulfilled conditions and contingencies attaching to the grants at the year end.

# BHA for Equality

Notes to the accounts for the year ended 31 March 2021 (continued)

## 7 Analysis of expenditure on charitable activities

### Health, Education and Direct Support

	Staff costs £	Administration £	Project costs £	Premises £	Depreciation £	Governance costs £	Support costs £	Total 2021 £
HIV Prevention	246,406	29,685	775,834	26,400	-	2,484	70,292	1,151,101
HIV Support	155,435	20,289	29,888	53,701	-	1,425	48,143	308,881
Health Projects	3,124	577	3,811	-	-	-	1,421	8,933
Emergency Fund	-	933	1,250	-	-	-	-	2,183
RC Digital Poverty	34,285	19,105	8,260	-	-	-	6,000	67,650
Project Support Costs	-	-	-	78,735	1,418	2,087	34,969	117,209
G M Cancer	60,691	4,608	2,712	6,001	-	444	9,485	83,941
TB Screening Project	20,468	1,737	374	2,742	-	150	4,800	30,271
	520,409	76,934	822,129	167,579	1,418	6,590	175,110	1,770,169

### Patient & Public

### Involvement & Policy

Manchester Race and Health Service

	30,737	3,032	712	3,179	-	310	11,874	49,844
<b>Total</b>	551,146	79,966	822,841	170,758	1,418	6,900	186,984	1,820,013

Restricted expenditure  
Unrestricted expenditure

2021 £
90,775
1,729,238
1,820,013

## Notes to the accounts for the year ended 31 March 2021 (continued)

[illegible]

## 8 Analysis of governance and support costs

<b>Current reporting period</b>	Basis of apportionment	Support £	Governance £	Total 2021 £
Payroll expenses	Level of income	156,405	-	156,405
Other staff and volunteer costs	Level of income	903	-	903
Office costs	Level of income	7,924	-	7,924
Premises cost	Space occupied	3,971	-	3,971
Project costs	Level of income	7,340	-	7,340
Consultancy and legal costs	Level of income	11,669	2,087	13,756
Audit fees	Governance	-	4,813	4,813
		<hr/>	<hr/>	<hr/>
		188,212	6,900	195,112
		<hr/>	<hr/>	<hr/>
<b>Previous reporting period</b>	Basis of apportionment	Support £	Governance £	Total 2020 £
Payroll expenses	Level of income	154,595	-	154,595
Other staff and volunteer costs	Level of income	893	-	893
Office costs	Level of income	7,832	-	7,832
Premises cost	Space occupied	3,925	-	3,925
Project costs	Level of income	7,255	-	7,255
Consultancy and legal costs	Level of income	11,534	5,419	16,953
Audit fees	Governance	-	1,999	1,999
		<hr/>	<hr/>	<hr/>
		186,034	7,418	193,452
		<hr/>	<hr/>	<hr/>



## BHA for Equality

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### 9 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2021 £	2020 £
Depreciation	1,418	2,145
Operating lease rentals:		
Property	36,625	72,557
Auditor's remuneration - audit fees	3,500	3,500
Auditor's remuneration - accountancy fees	1,300	1,300
	<hr/> <hr/>	<hr/> <hr/>

#### 10 Staff costs

Staff costs during the year were as follows:

	2021 £	2020 £
Wages and salaries	632,894	631,996
Social security costs	54,461	51,696
Pension costs	18,819	18,620
Redundancy and termination costs	-	823
Income Protection	6,647	6,137
	<hr/>	<hr/>
	712,821	709,272
	<hr/> <hr/>	<hr/> <hr/>

No employees has employee benefits in excess of £60,000 (2020: Nil).

The average number of staff employed during the period was 29 (2020: 34).

The average full time equivalent number of staff employed during the period was 19.63 (2020: 21.74).

The key management personnel of the charity comprise the trustees, the Chief Executive Officer, Director of Finance & Corporate Services, Director of Service Development & Delivery and Associate Director of Policy & Development. The total employee benefits of the key management personnel of the charity were £201,003 (2020: £181,363).

## BHA for Equality

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### 11 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2020: Nil).

No members of the management committee received travel and subsistence expenses during the year of £Nil (2020: £Nil).

Aggregate donations from related parties were £200 (2020: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2020: nil).

#### 12 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

#### 13 Fixed assets: tangible assets

<b>Cost</b>	Fixtures & fittings £	Office equipment £	Computer equipment £	Total £
At 1 April 2020	84,342	9,640	75,514	169,496
Additions	-	-	-	-
Disposals	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2021	84,342	9,640	75,514	169,496
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>				
At 1 April 2020	84,341	9,640	72,638	166,619
Charge for the year	1	-	1,417	1,418
Disposals	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2021	84,342	9,640	74,055	168,037
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net book value</b>				
At 31 March 2021	-	-	1,459	1,459
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2020	1	-	2,876	2,877
	<hr/>	<hr/>	<hr/>	<hr/>

# BHA for Equality

## Notes to the accounts for the year ended 31 March 2021 (continued)

### 14 Debtors

	2021 £	2020 £
Grants receivable and prepayments	97,516	18,556
Trade debtors	11,078	9,346
Other debtors	2,500	2,500
	<hr/>	<hr/>
	111,094	30,402
	<hr/>	<hr/>

### 15 Cash at bank and in hand

	2021 £	2020 £
Cash at bank and on hand	646,173	476,279
	<hr/>	<hr/>

### 16 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	105,443	16,472
Short term compensated absences (holiday pay)	7,015	8,003
Other creditors and accruals	178,144	82,124
	<hr/>	<hr/>
	290,602	106,599
	<hr/>	<hr/>

# BHA for Equality

## Notes to the accounts for the year ended 31 March 2021 (continued)

### 17 Analysis of movements in restricted funds

<b>Current reporting period</b>	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
<b>Health, Education</b>					
MAC - Valour	(422)	-	-	422	-
Children In Need	7,737	3,931	(8,933)		2,735
MCC - Roma					
Wellbeing	3,789	-	-	(3,789)	-
Innovation Fund	926	-	-	(926)	-
CAF Positive					
Peers	16,849	-	(10,285)	-	6,564
Awards For All	5,724	-	(3,906)	-	1,818
RC Digital Poverty		67,651	(67,651)		-
<b>Total</b>	<b>34,603</b>	<b>71,582</b>	<b>(90,775)</b>	<b>(4,293)</b>	<b>11,117</b>
<hr/>					
<b>Previous reporting period</b>	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
<b>Health, Education</b>					
MAC - Valour	2,290	-	(2,712)		(422)
Children In Need	4,089	9,982	(6,334)	-	7,737
MCC - Roma	5,464	23,159	(24,834)	-	3,789
Innovation Fund	5,726	-	(4,800)		926
CAF Positive	-	20,000	(3,151)	-	16,849
Awards for All		9,600	(3,876)		5,724
<b>Total</b>	<b>17,569</b>	<b>62,741</b>	<b>(45,707)</b>	<b>-</b>	<b>34,603</b>

<b>Name of restricted fund</b>	<b>Description, nature and purposes of the fund</b>
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**MAC - Valour:** provides support for migrant HIV positive women with children.

**Children In Need:** funds a support group for young people between the age of 12 and 18 living with or affected by HIV. The objectives aim to improve the young people's ability to manage the mental, physical and social aspects of HIV.

**Roma Wellbeing:** funding awarded to tackle inequalities and raise aspirations amongst young Roma women. Project ended in 2020

**TB Project:** Raising awareness to increase the uptake of testing for TB

**GM Cancer Screening Programme:** Raise awareness and recruit cancer champions to increase uptake of cancer screening and treatment.

**RC Digital Poverty:** Improving digital inclusion and reducing digital poverty

# BHA for Equality

## Notes to the accounts for the year ended 31 March 2021 (continued)

### 18 Analysis of movement in unrestricted funds

<b>Current reporting period</b>	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	As at 31 March 2021 £
General fund	172,100	1,812,297	(1,727,054)	4,293	261,636
Service	113,152	-	-	-	113,152
Contingency fund	75,777	-	-	-	75,777
Emergency fund	7,326	1,299	(2,183)	-	6,442
	<u>368,355</u>	<u>1,813,596</u>	<u>(1,729,237)</u>	<u>4,293</u>	<u>457,007</u>
<b>Previous reporting period</b>	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	As at 31 March 2020 £
General fund	131,047	1,835,250	(1,794,197)	-	172,100
Service	113,152	-	-	-	113,152
Contingency fund	90,000	-	(14,223)	-	75,777
Emergency fund	7,217	1,014	(905)	-	7,326
	<u>341,416</u>	<u>1,836,264</u>	<u>(1,809,325)</u>	<u>-</u>	<u>368,355</u>

<b>Name of unrestricted fund</b>	<b>Description, nature and purposes of the fund</b>
<b>General fund</b>	The free reserves after allowing for all designated funds.
<b>Service developments</b>	This money will be used to continue the existing services and provide infrastructure support.
<b>Contingency fund</b>	This money has been set aside for any unforeseen contingencies.
<b>Emergency fund</b>	This money has been set aside to help provide financial assistance and essentials for our service users living with/affected by HIV.

# BHA for Equality

## Notes to the accounts for the year ended 31 March 2021 (continued)

### 19 Analysis of net assets between funds

<b>Current reporting period</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	1,460	-	-	1,460
Net current assets/(liabilities)	260,176	195,371	11,117	466,664
<b>Total</b>	<b>261,636</b>	<b>195,371</b>	<b>11,117</b>	<b>468,124</b>
<b>Previous reporting period</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	2,877	-	-	2,877
Net current assets/(liabilities)	169,224	196,255	34,603	400,082
<b>Total</b>	<b>172,101</b>	<b>196,255</b>	<b>34,603</b>	<b>402,959</b>

### 20 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Property		Equipment	
	2021 £	2020 £	2021 £	2020 £
Less than one year	36,625	36,625	826	944
One to five years	45,781	82,406	118	452
	<b>82,406</b>	<b>119,031</b>	<b>944</b>	<b>1,396</b>

### 21 Reconciliation of net movement in funds to net cash flow from operating activities

	2021 £	2020 £
<b>Net income/(expenditure) for the year</b>	<b>65,165</b>	<b>43,974</b>
<b>Adjustments for:</b>		
Depreciation charge	1,418	2,145
Dividends, interest and rents from investments	(290)	(1,942)
Decrease/(increase) in debtors	(80,692)	(594)
Increase/(decrease) in creditors	184,003	(18,930)
<b>Net cash provided by/(used in) operating</b>	<b>169,604</b>	<b>24,653</b>