

HALE Health Action Local Engagement

Charity number 1123542

A company limited by guarantee number 06443243

Annual Report and Financial Statements **for the year ended 31 March 2022**



Health Action Local Engagement
Healthy Living Charity



West Yorkshire Community Accounting Service

HALE Health Action Local Engagement

Annual Report and Financial Statements for the year ended 31 March 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

HALE Health Action Local Engagement

Trustees' report for the year ended 31 March 2022

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Georgina Haslam	Chair	
Robert Prior		
Paul Dean		
Sam Brooks		
Ralph Greenwall		
Charity number	1123542	Registered in England and Wales
Company number	06443243	Registered in England and Wales
Registered and principal address	Bankers	
1 Westgate	Yorkshire Bank plc	Ecology Building Society
Shipley	Shipley	7 Belton Road
West Yorkshire	West Yorkshire	Silsden
BD18 3QX	BD18 3SB	Keighley BD20 0EE

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 3 December 2007. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

HALE Health Action Local Engagement

Trustees' report (continued) for the year ended 31 March 2022

Objectives and activities

The charity's objects

The promotion of the physical, social, economic, environmental and mental health and wellbeing of the general public by the provision of counselling, advice, education, training, recreation or other occupations to those who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances, with the overall object of improving their conditions of life and the social fabric of the community in which they live.

The charity's main activities

HALE is a Healthy Living Project, delivering community based health improvement activities in Shipley and surrounding areas since 2003. We work with people of all ages, concentrating our efforts in the areas of deprivation and health inequalities where there is greatest need, working around the key themes of Mental Health and Wellbeing, Alcohol Awareness, Sexual Health and Nutrition.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health.

Achievements and performance

This year saw us conduct our activities against the backdrop of the ongoing global pandemic, which continued to have a devastating impact, whilst shining a harsh light on the health inequalities experienced by so many living in our district.

Our organisation became more accustomed to using technology and social media in new and exciting ways and our team embraced hybrid working practices, ensuring the safety of our clients, partners, employees and volunteers.

The whole team continued to demonstrate an unwavering commitment to helping those most in need. Whether working from home, virtually, over the phone, outdoors or in Covid safe venues, they found creative ways to help and support over 17000 individuals throughout the year.

Wellbeing and befriending calls, door step chats and a range of virtual activities kept people connected while they remained at home. When restrictions allowed, we organised and delivered outdoor and socially distanced indoor activities, encouraging people to venture back out into their communities and to socialise amongst others once more.

Our growing team was shortlisted for the Third Sector Awards "Covid 19 Frontline Team of the Year" and we were honoured to attend the ceremony in London to celebrate with the worthy winners. Well-deserved recognition continued, as our team received 3 further awards for "Outstanding Community Development Work" in the Ageing Well and Greenmore Big Local Programmes.

Our work with public sector partners, VCS organisations, GPs and Community Partnerships was further strengthened, enabling us all to "ACT as ONE" in line with the vision for how we should work together to address health and social inequalities. Through these successful partnerships our existing HALE activities have continued to grow and we have been involved in the design and development of some new and exciting projects, including Specialist Social Prescribing, The Wellbeing Hubs and redesigning our district's pain service.

Most significantly, in partnership with the Cellar Trust, we were invited to write and submit a proposal to central government for a Shipley based Health, Wellbeing and Community Campus, funded through their Towns Fund Programme. After successfully progressing through the initial stages we have now submitted our final business plan and, at the time of writing this report, we wait to hear the outcome of our £3 million bid.

Regardless of the ongoing pandemic, the year has seen our organisation continue to deliver much needed services across the district whilst expanding and developing new activities. Our work continued to develop in response to presenting needs across our district and in line with our strategic aims, enabling us to fulfil our mission "To improve health where there is greatest need"

HALE Health Action Local Engagement

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance continued

Further details about our activities and services throughout the last year can be found below.

Community Connectors Service (Social Prescribing / Link Workers)

Our Community Connector Team have continued to play a key role in providing support over the phone, virtually and face to face, for individuals who often have complex health and social needs linked to housing, debt, benefit advice, physical and mental health whilst also experiencing significant loneliness and isolation.

This year we have further embedded our service across 6 out of the 10 Primary Care Networks (PCNs) in our district.

We continue our work in CLICS (Central Located Integrated Care Service) as part of the RiC (Reducing Inequalities in Communities) programme and HALE are now firmly embedded into the wider clinical and non-clinical teams.

Through a multi-disciplinary and holistic approach our team worked with 1,332 clients in CLICS to understand their needs, provide information and offer support to access services and activities - all of which goes a long way to help address health and social inequalities in our district.

“Our Community Connector goes the extra mile for the patients, making sure their needs are discussed in great detail. The whole team feel we are all engaging well together in this CLICS journey”

Our work with 19 GPs, located in the North and South of the district continued and we have supported 468 individuals who were referred into our service over the last year. We continue to deliver up to 6 sessions or a “drop in” offer of short appointment based support, however as the pandemic continued, it was clear that some clients required longer term interventions. Therefore, we continue to work with GPs to review and realign the delivery model, to make sure that clients receive an appropriate level of support.

Whilst we are not the Social Prescribing provider across all parts of the district, we have been involved in developing a district wide network for all providers. HALE is recognised for our skills and expertise in this area and continue to play a significant role in sharing good practice, training and offering support to other providers.

We were invited to deliver a day of training to Paramedics working across West Yorkshire and have since been asked to deliver further sessions, to help them develop a good understanding of Social Prescribing, how it works, how and where to refer and the benefits for individuals.

“I would like to thank you for your great service. The weekly phone call check-ups, social activity posters and leaflet alerts were a great help and had a positive impact on me and my mood”

It remains clear from the clients we serve and the partners we work with that our Community Connectors continue to make a significant difference in the lives of those they support.

Youth Work – Young People’s Social Prescribing (YPSP), Local Sexual Health, Relationships and Sexual Education (RSE) in Schools and Youth Engagement.

Our youth provision continued to grow and flourish during the year including, establishing the RSE in schools programme, expanding Young Peoples Social Prescribing services and continuing with our Sexual Health Outreach and Youth Engagement activities.

We know how much the pandemic has impacted the health and wellbeing of children and young people, therefore our team were determined to provide face to face support as much as possible. Through great partnerships with stakeholders, continuing to receive referrals and with the addition of a Kick Start employee, our team of 6 youth workers supported 5019 young people.

HALE Health Action Local Engagement

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance continued

Young People's Social Prescribing continued to provide one to one, group activities and signposting for young people aged 9 to 19 years old. Our service evaluation report (completed after 2 years of the pilot) clearly demonstrates how the service helped young people to build positive relationships, reduced their loneliness and isolation and helped them to feel more connected to their community. Due to the success of the pilot, funding has been awarded to continue and expand the service until at least 2024.

"Thanks for referring me to that club for young carers I had fun last week...you guys have helped me so much. I used to be so lonely and I didn't go out that much now I look forward to Mondays so thanks for that"

Our RSE and Locala Outreach programmes continued to ensure young people in schools and communities were well informed - enabling them to make good choices relating to their relationships, sexual health and wellbeing.

Through a range of planned sessions, visiting places where young people congregate and on board our Mobile Outreach Vehicle, our experienced team facilitated conversations with young people about keeping safe and raising awareness of where to go for support and advice. The team also trained 99 professionals across the district in the C-Card scheme and helped to establish 32 distribution centres, leading to improved local access for young people needing sexual health support and advice.

Engagement – Engaging People Project, Affinity, S10 and Covid Test and Trace.

Our work out and about in the heart of communities is critical to ensuring people have a voice and are the decision makers within their own neighbourhoods/local area.

This area of our work continued to experience disruption due to ongoing restrictions and general hesitancy amongst the population, resulting in face to face activity remaining ad hoc and opportunistic. However, whenever and wherever possible the Engagement and Community Development Teams embraced opportunities to get out, listen to and engage people in a wide range of health based activities.

By attending outdoor events, zoom activities, smaller local community activities, through traditional door knocking and even helping out at COVID vaccination clinics, the team connected with and listened to 7283 individuals.

After almost 5 years of funding from the CCG, our Engaging People Project fund was transferred into the VCSE Support Improvement contract and tendered as 1 of 6 lots in September 2021.

HALE, in partnership with CABAD, Participate Projects and the VCS Alliance, formed the HERE4BDCC partnership and we were awarded 5 out of the 6 lots in December 2021. HALE now lead on Citizen Engagement with several community partners, who will deliver and bring together insight and intelligence gathered across the district to enable our local health and social care system to better align services to people's needs.

Our S10 Communication and Engagement work received funding from the Community Partnership for a second year.

Throughout the year, the team continued to engage, meet, listen to and share information with members of the S10 community, by visiting 85 different local shops, community groups and events reaching, through social media and by producing 3 editions of an S10 newsletter.

Many people remained anxious and worried about the pandemic and had stories to share of the longer term impact it was having for them and their families. These were shared with colleagues in the health and care system to enable them to tailor and target messaging appropriately and to respond to presenting needs.

HALE Health Action Local Engagement

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance continued

HALE were invited once again to be a partner with Groundwork, Age UK, Inn Churches and Family Action in bidding for - and winning - the Warm Homes Healthy People contract. The HALE warm homes team supported 185 individuals, connected with 15 different community groups and distributed over 200 'Staying warm and well in winter' self-care packs during the first 7 months of the service.

Community Development

The HALE community development team continued to support people living in, Shipley, Baildon and the surrounding areas, with high priority given to those individuals with additional learning, physical and mental health needs, including those living with dementia.

For those who remained anxious and worried, or had deteriorated in a way that affected their ability to get out, support was offered over the phone, virtually via WhatsApp and Zoom, or by our door step drop offs. These provided a vital lifeline.

Clients told us they were happy to hear from us, glad to chat and appreciated our efforts to keep in touch.

Those who were able and keen to get out were slowly encouraged and supported to reconnect outdoors, in a socially distanced way. Traditional weekly activities of the Men's Shed, Singing Group, Outings and Trips were not possible in spring, so were replaced by Walk and Talks and Cuppa and Chats in gardens and green spaces.

The summer finally brought an end to the restrictions and the team embraced the opportunity to get their regular activities up and running once again.

Reducing Isolation for older people

As we entered the second year of the pandemic, our Befriending Services and social wellbeing groups provided support to 662 individuals and recruited, trained and supported around 75 volunteers.

Regular telephone befriending remained the most prominent part of the service, along with door step chats and drop offs providing magazines, books, jigsaws and activities. The team continued to engage people online via zoom and over WhatsApp, facilitating activities including Knit and Natter, a Book Club, Quizzes and health information sessions.

As restrictions eased, socially distanced and outdoor face to face support returned for those clients who were amongst the most isolated and disconnected from their community. As groups and centres slowly re-opened, we reconnected individuals back out into returning or new community activities.

"Can't praise you enough, you have been a real lifeline". "A big thank you for everything you have done". (Befriending client.)

We received a small Ageing Well grant which helped establish Walk and Talk and Living Well sessions for clients who had lost their confidence and were at risk of physical deconditioning. These activities received a recognition award for "Outstanding Community Development Work" from Act as One Bradford.

Our team of skilled and experienced Befriending Coordinators continued to work with a range of stakeholders to help generate referrals, identify volunteers, support the development of other high quality befriending services and to re-establish the Bradford District Befriending Network.

The ongoing pandemic resulted in a hybrid offer for clients attending our wellbeing cafes and social support groups, along with new activities including the Walk and Talk group and the Zoom Book Club. The facilitators made use of outdoor places and spaces (weather and restrictions permitting) as well as indoor venues that were suited to socially distanced gatherings. For clients who were unable or afraid to get back out into the community we continued to provide support via telephone, WhatsApp and over zoom.

HALE Health Action Local Engagement

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance continued

Our People

Being a good employer and providing high quality volunteer and student placement opportunities, along with excellent training, remains a high priority for us.

Planned training, internal development opportunities and a wide range of wellbeing activities have been key to keeping the team going, ensuring they maintain positive health and wellbeing amongst the ongoing challenges of the pandemic. As a result, our 40+ staff team and volunteers have continued to be flexible, creative and responsive to the needs of our clients.

We applied to the Kickstart Programme and were successful in recruiting 3 individuals to join our team, offering training, mentoring and day to day support to enable them to conduct their new roles as Admin Support Worker, Youth Support Worker and Communications Assistant.

The whole team continue to play such an important role in ensuring our day to day work fulfils our mission "To improve health where there is greatest need". However, without the continued efforts of our amazing volunteer, services such as Befriending and our Wellbeing Cafes would not take place.

Students often play a key role in our work at HALE and we want to give special thanks to the contributions of the physiotherapy students from Bradford University, who developed advice sheets, complete with photos, to help people undertake simple chair based exercises and core strengthening activities at home.

On behalf of the HALE CEO and Board of Trustees we offer our sincere thanks to our staff team, volunteers, sector colleagues, partners, commissioners, funders and donors for their continued support throughout the last year.

Financial review

The net income for the year was £73,744, including net income of £47,574 on unrestricted funds and net income of £26,170 on restricted funds.

Reserves policy

In conjunction with our Financial Procedures Policy this reserves policy forms part of our commitment to ensure the management and allocation of funds is carried out responsibly to enable Hale to continue to provide its core services and to secure the viability of the organisation beyond the immediate future.

The need to provide for medium to long term will ensure that we can absorb setbacks and take advantage of change and opportunity.

It is the view that we should have sufficient funds to enable Hale to exist for a period of time (Minimum of three months running costs, including any large scale Project or Commission), to enable the development of alternative funding streams.

Based on budgeted expenditure of £850k, this would equate to approximately £212k to £425k. The charity's free reserves, excluding fixed assets, at the year end were £262,130.

HALE Health Action Local Engagement

Trustees' report (continued) for the year ended 31 March 2022

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 20/10/2022

Georgina Haslam (Trustee)

HALE Health Action Local Engagement

Independent examiner's report to the trustees of HALE Health Action Local Engagement

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 10 to 20.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

27/10/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

HALE Health Action Local Engagement
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Donations and legacies		10,029	319	10,348	9,923
Charitable activities	(2)	685,631	240,892	926,523	830,493
Other trading activities		-	-	-	-
Bank interest		1,154	-	1,154	1,096
Other income		1,500	-	1,500	5,000
Total income		<u>698,314</u>	<u>241,211</u>	<u>939,525</u>	<u>846,512</u>
Expenditure on:					
Charitable activities	(3)	654,740	211,041	865,781	765,858
Total expenditure		<u>654,740</u>	<u>211,041</u>	<u>865,781</u>	<u>765,858</u>
Net income / (expenditure)		43,574	30,170	73,744	80,654
Transfers between funds	(4)	4,000	(4,000)	-	-
Net movement in funds		<u>47,574</u>	<u>26,170</u>	<u>73,744</u>	<u>80,654</u>
Fund balances brought forward		<u>229,801</u>	<u>53,658</u>	<u>283,459</u>	<u>202,805</u>
Fund balances carried forward	(4)	<u>277,375</u>	<u>79,828</u>	<u>357,203</u>	<u>283,459</u>

All incoming resources and resources expended derive from continuing activities.

HALE Health Action Local Engagement

Balance sheet

as at 31 March 2022

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	15,245	-	15,245	5,809
Total fixed assets		<u>15,245</u>	<u>-</u>	<u>15,245</u>	<u>5,809</u>
Current assets					
Debtors and prepayments	(6)	10,915	3,937	14,852	24,590
Current asset investments		-	-	-	-
Cash at bank and in hand	(7)	292,560	75,891	368,451	291,057
Total current assets		<u>303,475</u>	<u>79,828</u>	<u>383,303</u>	<u>315,647</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	41,345	-	41,345	37,997
Total current liabilities		<u>41,345</u>	<u>-</u>	<u>41,345</u>	<u>37,997</u>
Net current assets / (liabilities)		<u>262,130</u>	<u>79,828</u>	<u>341,958</u>	<u>277,650</u>
Net assets		<u>277,375</u>	<u>79,828</u>	<u>357,203</u>	<u>283,459</u>
Funds					
Unrestricted funds		277,375	-	277,375	229,801
Restricted funds		-	79,828	79,828	53,658
Total funds		<u>277,375</u>	<u>79,828</u>	<u>357,203</u>	<u>283,459</u>

For the year ending 31 March 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 20/10/2022

Georgina Haslam (Trustee)

HALE Health Action Local Engagement

Statement of cash flows

for the year ended 31 March 2022

	2022 £	2021 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>94,752</u>	<u>52,706</u>
Cash flows from investing activities:		
Dividends and interest	1,154	1,096
Purchase of tangible fixed assets	<u>(18,512)</u>	<u>(8,710)</u>
Net cash provided by (used in) investing activities	<u>(17,358)</u>	<u>(7,614)</u>
Change in cash and cash equivalents in the reporting period	77,394	45,092
Cash and cash equivalents at the beginning of the reporting period	<u>291,057</u>	<u>245,965</u>
Cash and cash equivalents at the end of the reporting period	<u>368,451</u>	<u>291,057</u>

Reconciliation of net movement in funds to net cash flow from operating activities	2022	2021
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	73,744	80,654
Adjustments for:		
Depreciation charges	9,076	3,897
Dividends and interest from investments	(1,154)	(1,096)
(Increase) / decrease in debtors	9,738	(14,179)
Increase / (decrease) in creditors	<u>3,348</u>	<u>(16,570)</u>
Net cash provided by (used in) operating activities	<u>94,752</u>	<u>52,706</u>

Analysis of cash and cash equivalents	2022	2021
	£	£
Cash in hand	216	70
Notice deposits (less than 30 days)	<u>368,235</u>	<u>290,987</u>
Total cash and cash equivalents	<u>368,451</u>	<u>291,057</u>

HALE Health Action Local Engagement

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computer equipment: over 3 years

Motor vehicles: over 4 years

HALE Health Action Local Engagement

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies continued

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

HALE Health Action Local Engagement

Notes to the accounts continued

for the year ended 31 March 2022

2 Charitable activities	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Contracts and service level agreements				
Affinity Care	99,652	-	99,652	68,063
Bradford North West PCN	37,503	-	37,503	35,960
Bradford Trident	1,787	-	1,787	-
Cellar Trust	898	-	898	-
Community Action Bradford & District	11,900	-	11,900	10,000
Community Partnerships North	36,703	-	36,703	29,004
Equality Together Bradford	2,635	-	2,635	-
Hollyns Health and Wellbeing	39,481	-	39,481	48,389
Locala	58,000	-	58,000	58,000
NHS Bradford District and Craven CCG	355,295	-	355,295	344,947
Step 2	39,663	-	39,663	3,288
Trust Primary Care	1,250	-	1,250	-
Bradford Care Alliance	-	-	-	1,363
Bowling Highfield	-	-	-	10,787
Grants and donations	-			
Baildon Parish Council (BPC)	-	23,943	23,943	23,587
Bradford VCS Alliance	-	4,504	4,504	-
City of Bradford Met. District Council (CBMDC)	460	26,494	26,954	12,000
Community First Yorkshire	-	-	-	600
Community Partnership North	-	14,333	14,333	19,830
Department of Work and Pensions (DWP)	-	20,079	20,079	-
Groundwork	-	9,752	9,752	7,178
National Lottery Community Fund (NLCF)	-	52,840	52,840	59,559
NHS Bradford Districts CCG	-	87,500	87,500	87,500
NHS Property Services	250	-	250	-
Yorkshire Sport	-	300	300	-
Clothworkers Foundation	-	-	-	3,000
Sovereign Healthcare	-	-	-	4,000
Cnet	-	-	-	-
Co-operative Foundation	-	-	-	3,260
Users contributions to activities	154	1,147	1,301	178
	<u>685,631</u>	<u>240,892</u>	<u>926,523</u>	<u>830,493</u>

HALE Health Action Local Engagement

Notes to the accounts continued

for the year ended 31 March 2022

3 Expenditure on charitable activities

	2022	2021	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Staffing costs	566,322	131,646	697,968	611,472
Project and delivery costs	31,671	56,256	87,927	105,598
Operational and central costs	44,697	22,925	67,622	41,879
Advertising and publicity	186	113	299	259
Governance	628	101	729	593
Independent examination	2,160	-	2,160	2,160
Depreciation	9,076	-	9,076	3,897
	<u>654,740</u>	<u>211,041</u>	<u>865,781</u>	<u>765,858</u>

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Baildon Older peoples project	2,644	2,985	3,798	-	1,831
Warm Homes 2019 to 2021	597	-	300	-	297
Social groups	7,617	5,651	6,925	-	6,343
Baildon Youth work	1,770	11,035	10,676	-	2,129
NHS Social Prescribing	1,490	-	1,484	-	6
Brelms Trust	854	-	-	-	854
NHS Heart Foundation	350	-	220	-	130
NHS Engagement project	21,785	87,500	79,289	-	29,996
Westcliffe Health Centre	4,180	-	4,180	-	-
VCS Alliance HPOC	294	-	-	-	294
Baildon Town Council	7,328	10,032	7,137	-	10,223
CBMDC Activity fund	1,000	-	220	-	780
NLCF Covid	1,393	-	968	-	425
NLCF Befriending	658	53,050	53,217	-	491
Sovereign Healthcare	1,457	-	1,191	-	266
CBMDC Holiday Activity	241	-	241	-	-
BMDC VCS Support	-	4,000	-	(4,000)	-
MAST	-	-	2,000	-	(2,000)
VCS Support Wellbeing	-	22,494	-	-	22,494
Warm Homes 2021 to 2024	-	9,752	7,235	-	2,517
Kickstart 2021	-	20,079	18,182	-	1,897
Mens Shed	-	-	-	-	-
Community Games	-	300	69	-	231
Self Care Champion	-	14,333	13,709	-	624
	<u>53,658</u>	<u>241,211</u>	<u>211,041</u>	<u>(4,000)</u>	<u>79,828</u>

HALE Health Action Local Engagement

Notes to the accounts continued

for the year ended 31 March 2022

4 Restricted funds continued

Fund name	Purpose of restriction
Baildon Older peoples project	Project to deal with isolation and social aspects.
Warm Homes 2019 to 2021	Towards healthy eating and active citizens activities.
Social groups	Funding from a variety of sources towards the costs of social groups.
Baildon Youth work	Youth Work funded by Baildon Town Council.
NHS Social Prescribing	Pilot project funding to work with local GP practices to offer social prescribing solutions for local people.
Brelms Trust	Towards the costs of a Lead Worker to support young people, vulnerable to being groomed or sexually exploited.
NHS Heart Foundation	Community Blood pressure testing scheme.
NHS Engagement project	Improving conversations with communities about Health Services.
Westcliffe Health Centre	Towards the Self care Champions project.
VCS Alliance HPOC	Towards the costs of a befriending service.
Baildon Town Council	Towards the Baildon Communities Together project.
CBMDC Activity fund	For design and print of Activity Leaflets and postcards.
NLCF Covid	Towards resources for young people.
NLCF Befriending	Towards the costs of the befriending project.
Sovereign Healthcare	Towards staffing costs.
CBMDC Holiday Activity	Towards holiday activity and food costs.
BMDC VCS Support	To support with I.T upgrade to support the growing and development I.T requirements at HALE. the transfer relates to the purchase of fixed assets to be depreciated in unrestricted funds.
MAST	Social Prescribing into the MAST (Multi Agency Support Team) to support individuals presenting at the ED at Airedale and BRI.
VCS Support Wellbeing	Local Authority Restart and Support Grant To support the continuation of virtual/telephone and doorstep support whilst re-establishing community based social support and wellbeing activities.
Warm Homes 2021 to 2024	Various outreach projects involving Children's Centres, Supermarket, Day Care Centres.
Kickstart 2021	Funding from DWP for staff employment and training costs.
Mens Shed	Donations for new Men's Group.
Community Games	To support local social group activities.
Self Care Champion	Work within GP practice to promote self care within community and existing services.

HALE Health Action Local Engagement

Notes to the accounts continued

for the year ended 31 March 2022

5 Tangible assets	Equipment	Motor vehicles	Total
Cost	£	£	£
At 1 April 2021	17,556	16,500	34,056
Additions	18,512	-	18,512
At 31 March 2022	36,068	16,500	52,568
Depreciation			
At 1 April 2021	11,747	16,500	28,247
Charge for year	9,076	-	9,076
At 31 March 2022	20,823	16,500	37,323
Net book value			
At 31 March 2022	15,245	-	15,245
At 31 March 2021	5,809	-	5,809
6 Debtors and prepayments	2022	2021	
	£	£	
Trade debtors	5,038	23,875	
Prepayments	5,877	715	
Accrued income	3,937	-	
	14,852	24,590	
7 Cash at bank and in hand	2022	2021	
	£	£	
Cash at bank	368,235	290,987	
Cash in hand	216	70	
	368,451	291,057	
8 Creditors and accruals	2022	2021	
	£	£	
Accruals	2,160	2,160	
Other creditors	32,315	-	
Fees and contract income received in advance	6,870	35,837	
	41,345	37,997	
9 Staff costs and numbers	2022	2021	
	£	£	
Gross salaries	618,204	535,890	
Social security costs	40,646	36,688	
Pensions	27,531	24,486	
Other staffing costs	11,587	14,408	
	697,968	611,472	

The average number employees during the year was 32.2, being an average of 21.3 full time equivalent (Total: 27.7, 17.8 FTE). There were no employees with emoluments above £60,000.

HALE Health Action Local Engagement

Notes to the accounts continued

for the year ended 31 March 2022

9 Staff costs and numbers continued

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the year	27,531	24,486

10 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received by the Chief Officer were £102,299 (previous year: £96,273)

No trustee received any remuneration or benefit in this capacity during this or the previous year.

11 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2022	2021
	£	£
Within one year	11,296	10,571
In the second to fifth years inclusive	1,847	11,874
Over five years from the balance sheet date	-	-
	<u>13,143</u>	<u>22,445</u>

12 Funds held as agent

	Balance b/f	Incoming	Outgoing	Balance c/f
	£	£	£	£
Men's shed	-	14,000	13,831	169
	<u>-</u>	<u>14,000</u>	<u>13,831</u>	<u>169</u>

Fund name

Men's shed

Additional information

During the year the charity acted as agent for the Shipley and Baildon Men's shed project, holding funds and making payments on their behalf.

HALE Health Action Local Engagement

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Donations and legacies	10,029	9,646	319	277	10,348	9,923
Charitable activities	685,631	620,401	240,892	210,092	926,523	830,493
Other trading activities	-	-	-	-	-	-
Bank interest	1,154	1,096	-	-	1,154	1,096
Other income	1,500	5,000	-	-	1,500	5,000
Total income	698,314	636,143	241,211	210,369	939,525	846,512
Expenditure						
Charitable activities	654,740	561,859	211,041	203,999	865,781	765,858
	-	-	-	-	-	-
Total expenditure	654,740	561,859	211,041	203,999	865,781	765,858
Net income / (expenditure)	43,574	74,284	30,170	6,370	73,744	80,654
Transfers between funds	4,000	547	(4,000)	(547)	-	-
Net movement in funds	47,574	74,831	26,170	5,823	73,744	80,654
Fund balances brought forward	229,801	154,970	53,658	47,835	283,459	202,805
Fund balances carried forward	277,375	229,801	79,828	53,658	357,203	283,459