

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2021
for
Sophia Forum

Bennewith 2018 Limited
t/a A J Bennewith & Co
3 Wey Court
Mary Road
Guildford
Surrey
GU1 4QU

Contents of the Financial Statements
for the Year Ended 31 March 2021

	Page
Report of the Trustees	1 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15

Report of the Trustees
for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Organisational structure

Sophia Forum is a company limited by guarantee, incorporated on 4 November 2008 and registered as a charity on 15 September 2009. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by the Articles and Association. The trustees, who are also the directors for the tax year in question were:

Sophie Strachan	Co-chair	
Mercy Ngulube	Co-chair	
Jo Josh		- resigned May 2021
Irina Lut	Treasurer	
Taslima Rashid		- appointed Dec 2019
Nicola Stokes		- appointed Mar 2020
Juno Roche		- resigned Jun 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

The organisation's purposes and aims as set out in the objects contained in the company's memorandum are to promote and advocate for the rights, health, welfare and dignity of women living with HIV through research, raising awareness and influencing policy, by a) developing and delivering our advocacy programme; b) bringing together information and research on the issues affecting women living with HIV; c) creating partnerships with organisations and individuals delivering services and d) building relationships with policy makers. These aims are consistent with the purposes for which the organisation was established.

Report of the Trustees
for the Year Ended 31 March 2021

ACHIEVEMENT AND PERFORMANCE

For the first time in our history we appointed a Director and hired our first member of staff. We also developed our 3-year Strategic Plan which we will work to implement in the coming years.

ACHIEVEMENT AND PERFORMANCE

Impact

The trustees review the aims, objectives and activities on a quarterly basis each year. The review looks at what the organisation has achieved and the outcomes of its work in the previous year. The review looks at the success of each key activity and the benefits it has brought to those groups of people that the organisation is set up to help. The review also helps to ensure the aims, objectives and activities remain focused on the organisation's stated purposes.

Sophia Forum has had a successful year of operations despite funding and staffing constraints as well as the impact of COVID-19. We have successfully built on previous achievements whilst also putting in place foundations and building blocks for future projects and organisational growth.

ACHIEVEMENT AND PERFORMANCE

In January 2021 we recruited two external consultants to support the Sophia Forum in developing a new 3-year organisational strategy.

Programmes

PrEP: We redesigned and updated our Women and PrEP leaflets, continuing to disseminate widely and receiving specific requests from leading clinics and charities in London, across the UK and international women's organisations. PrEP leaflets are being translated into 6 languages and printed for dissemination. Illustrations were also developed by a designer. As part of our Directors role with the IMPACT trial women and other group she co led on the development of advocacy videos as an education intervention as part of the IMPACT trial strategy plan.

Menopause Booklet: We developed a new menopause resource for women living with HIV in collaboration with a menopause GP specialist Dr Louise Newson. This resource has reached women across the globe and has resulted in interviews with an organisation in America. Our director took part in a podcast with Newson health to highlight issues for women living with HIV experiencing the menopause.

WASH campaign: We organised media launch of our We Are Still Here Campaign including infographics featured in blog posts and tweets. It was developed through one of our advocacy training WISEUP weekends on Ageing with HIV and the menopause. This was co-created by women living with HIV attending. We also continued to deliver some menopause support groups in Manchester specifically around the menopause with Dr Nneka Nwokolo an HIV/Menopause specialist. Our menopause resource was created as part of our Advocacy Ask 3.

GROWS project (GRowing Older Wiser & Stronger): We secured 3 years of funding from Fast Track Cities which allowed us to appoint a new director and our first member of staff two days a week. In year one project leads undertook an analysis of data and held focus groups to help inform content and themes for the training and advocacy asks. They have developed a code book based on themes from data. Next, they will develop training content and a pilot peer mentor training will be held in the following year.

Conferences

British HIV Association (BHIVA): Sophia Forum used its stand to publicise work, and to build relationships with stakeholders in the HIV community at both the Spring and Autumn BHIVA conferences.

National HIV Nurses Association: Sophia Forum presented at the June 2020 NHIVNA conference, on the topic of Women & PrEP, and continued to grow our support network and develop partnerships for future work.

Report of the Trustees
for the Year Ended 31 March 2021

PrEP Questionnaire in sexual health clinic rollout - Sophia Forum worked in collaboration with Chelsea & Westminster hospital and the IMPACT trial providing a questionnaire to women accessing a sexual health service between January 2020 and March 2020. A poster abstract was presented at BHIVA/BASHH conference to show findings.

STI & HIV 2021 World Congress: Sophia Forum had an oral presentation accepted based on our Young Women Rising WiseUP+ Advocacy weekend focusing specifically on young women living with HIV. This was co-developed by our co-chair Mercy Shibemba and an external consultant.

Advocacy

Community engagement

APPG Inquiry into HIV and COVID-19: We carried out a survey about the experiences of women living with HIV throughout the COVID pandemic, receiving 75 responses. We presented a response to this inquiry outlining the results of our survey.

IMPACT Trial: One trustee and our Director continue to sit on the IMPACT trial community advisory board advocating for women and PrEP. Sophie Strachan (Director) is also the co-chair of the IMPACT Trial Women and Other group.

HIV Commission: Our Director and our co-chair trustee were involved in the HIV Commission - one on the Advisory Board and one as a Commissioner. The HIV Commission is an independent process supported by Terrence Higgins Trust, National AIDS Trust and Elton John AIDS Foundation, to find ambitious and achievable ways to end new HIV transmissions and HIV-attributed deaths in England by 2030. The trustees took part to generate informed evidence-based recommendations to eliminate new HIV transmissions in England by 2030.

Evolving HIV Care Community Advisory Group: Our Director Sophie Strachan joined this task and finish group in September 2020. The aim of this group was to ensure the voices of people living with HIV were represented as the key priorities to support the newly formed Integrated Care Systems in London, to plan HIV services was developed.

The HIV Collective collaborative research project- Gilead; Sophia Forum was approached by Gilead to help support their new project in hearing from the community on how COVID19 has affected the community of people living with HIV

Fifty over 50 MSD: Sophia Forum supported MSD to identify women of diverse backgrounds to share their thoughts, fears and hopes of people living with HIV aged over 50 years of age. This project was affected by COVID19 so is an ongoing project.

ACHIEVEMENT AND PERFORMANCE

Medical professionals: Trustees are regularly asked to deliver training to medical professionals and academic institutions, as well as to participate in industry patient workshops and meetings. We have additionally begun receiving requests for international partnerships and to provide support to activism efforts in other countries.

Our trustees are also invited to sit on stakeholder groups and share their expertise. We also attend a wide variety of events across the HIV and sexual health sector, including a Fast Track Cities Women and PrEP event, a U=U presentation and UK Black Pride.

Community engagement: A Sophia Forum Trustee is a member of the UK Community Advisory Board (UK-CAB) Steering Group, NAT's advisory group and a regular speaker for THT Positive Voices. Further to our successes with WISE-UP+, we are working on securing funding for additional engagement workshops with women living with HIV.

Report of the Trustees
for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06741107 (England and Wales)

Registered Charity number

1131629

Registered office

483 Green Lanes
London
N13 4BS

Trustees

Sophie Strachan	Co-chair	
Mercy Ngulube	Co-chair	
Jo Josh		- resigned May 2021
Irina Lut	Treasurer	
Taslima Rashid		- appointed Dec 2019
Nicola Stokes		- appointed Mar 2020
Juno Roche		- resigned Jun 2021

Independent Examiner

Bennewith 2018 Limited
t/a A J Bennewith & Co
3 Wey Court
Mary Road
Guildford
Surrey
GU1 4QU

Patrons

Dr Alice Welbourn
Professor Jane Anderson
Professor Baron Peter Piot
Michelle Brewer

Bankers

The Co-operative Bank
PO Box 250 Delf House
Southway, Skelmersdale
WNB 6WT

Report of the Trustees
for the Year Ended 31 March 2021

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

Approved by order of the board of trustees on 31 December 2021 and signed on its behalf by:

Ms S Strachan - Trustee

**Independent Examiner's Report to the Trustees of
Sophia Forum**

Independent examiner's report to the trustees of Sophia Forum ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the 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 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 2011 ('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.

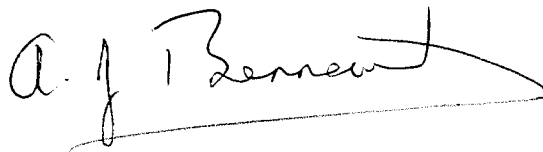
Independent examiner's statement

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

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.

A J Bennewith FCA, FCPA, FFA, FFTA, FIPA, DChA, FRSA
Bennewith 2018 Limited
t/a A J Bennewith & Co
3 Wey Court
Mary Road
Guildford
Surrey
GU1 4QU



31 December 2021

**Statement of Financial Activities
for the Year Ended 31 March 2021**

		Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies		2,484	28,706	31,190	28,932
EXPENDITURE ON					
Charitable activities					
Project costs		-	23,227	23,227	25,188
Support costs		9,069	-	9,069	1,828
Total		9,069	23,227	32,296	27,016
NET INCOME/(EXPENDITURE)		(6,585)	5,479	(1,106)	1,916
Transfers between funds	7	13,071	(13,071)	-	-
Net movement in funds		6,486	(7,592)	(1,106)	1,916
RECONCILIATION OF FUNDS					
Total funds brought forward		22	28,347	28,369	26,453
TOTAL FUNDS CARRIED FORWARD		6,508	20,755	27,263	28,369

Balance Sheet
31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
CURRENT ASSETS					
Debtors	5	472	19,179	19,651	-
Cash at bank		7,236	4,951	12,187	28,969
		<u>7,708</u>	<u>24,130</u>	<u>31,838</u>	<u>28,969</u>
CREDITORS					
Amounts falling due within one year	6	(1,200)	(3,375)	(4,575)	(600)
		<u>6,508</u>	<u>20,755</u>	<u>27,263</u>	<u>28,369</u>
NET CURRENT ASSETS					
		<u>6,508</u>	<u>20,755</u>	<u>27,263</u>	<u>28,369</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>6,508</u>	<u>20,755</u>	<u>27,263</u>	<u>28,369</u>
NET ASSETS					
		<u>6,508</u>	<u>20,755</u>	<u>27,263</u>	<u>28,369</u>
FUNDS					
	7				
Unrestricted funds				6,508	22
Restricted funds				20,755	28,347
				<u>27,263</u>	<u>28,369</u>
TOTAL FUNDS					
				<u>27,263</u>	<u>28,369</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 31 December 2021 and were signed on its behalf by:

S Strachan - Trustee

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. TRUSTEES' REMUNERATION AND BENEFITS

Trustee S Strachan received a salary from the charity of £7,333 related to working one day a week on the Fast Track City project. They will be stepping down as a Trustee to take an official management position at the charity.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

2. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

A total of £900 was paid on behalf of Trustee S Strachan for executive coaching. This related to the management role she performs for the charity.

3. STAFF COSTS

	31.3.21	31.3.20
	£	£
Wages and salaries	18,186	-
Other pension costs	518	-
	<u>18,704</u>	<u>-</u>

2

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

31.3.21	31.3.20
<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,480	27,452	28,932
EXPENDITURE ON			
Charitable activities			
Project costs	449	24,739	25,188
Support costs	1,828	-	1,828
	<u>2,277</u>	<u>24,739</u>	<u>27,016</u>
Total	2,277	24,739	27,016
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(797)	2,713	1,916
RECONCILIATION OF FUNDS			
Total funds brought forward	819	25,634	26,453
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u>22</u>	<u>28,347</u>	<u>28,369</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Other debtors	19,651	-

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Other creditors	3,375	-
Accrued expenses	1,200	600
	<u>4,575</u>	<u>600</u>

7. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	22	(6,585)	13,071	6,508
Restricted funds				
Gilead - WISE_UP+ Ageing	5,637	-	(440)	5,197
Gilead - WASH	5,266	(925)	-	4,341
MSD - WASH	4,813	-	-	4,813
ViiV - WISE_UP+ YWR	4,708	-	(4,708)	-
Gilead	7,923	-	(7,923)	-
Fast Track City	-	6,404	-	6,404
	<u>28,347</u>	<u>5,479</u>	<u>(13,071)</u>	<u>20,755</u>
TOTAL FUNDS	<u>28,369</u>	<u>(1,106)</u>	<u>-</u>	<u>27,263</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	2,484	(9,069)	(6,585)
Restricted funds			
Gilead - WASH	-	(925)	(925)
Fast Track City	28,706	(22,302)	6,404
	<u>28,706</u>	<u>(23,227)</u>	<u>5,479</u>
TOTAL FUNDS	<u>31,190</u>	<u>(32,296)</u>	<u>(1,106)</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

7. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
General fund	819	(797)	22
Restricted funds			
THT Lighthouse Fund	670	(670)	-
Gilead - WISE_UP+ Ageing	15,560	(9,923)	5,637
Gilead - WASH	-	5,266	5,266
MSD - WASH	-	4,813	4,813
ViiV - WISE_UP+ YWR	-	4,708	4,708
Viiv - WISE-UP+	1,281	(1,281)	-
Gilead	7,923	-	7,923
Awards for all	200	(200)	-
	<u>25,634</u>	<u>2,713</u>	<u>28,347</u>
TOTAL FUNDS	<u>26,453</u>	<u>1,916</u>	<u>28,369</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	1,480	(2,277)	(797)
Restricted funds			
THT Lighthouse Fund	-	(670)	(670)
Gilead - WISE_UP+ Ageing	-	(9,923)	(9,923)
Gilead - WASH	5,266	-	5,266
MSD - WASH	4,813	-	4,813
ViiV - WISE_UP+ YWR	17,010	(12,302)	4,708
Chelsea and Westminster - Menopause	363	(363)	-
Viiv - WISE-UP+	-	(1,281)	(1,281)
Awards for all	-	(200)	(200)
	<u>27,452</u>	<u>(24,739)</u>	<u>2,713</u>
TOTAL FUNDS	<u>28,932</u>	<u>(27,016)</u>	<u>1,916</u>

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

7. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	819	(7,382)	13,071	6,508
Restricted funds				
THT Lighthouse Fund	670	(670)	-	-
Gilead - WISE_UP+ Ageing	15,560	(9,923)	(440)	5,197
Gilead - WASH	-	4,341	-	4,341
MSD - WASH	-	4,813	-	4,813
ViiV - WISE_UP+ YWR	-	4,708	(4,708)	-
Viiv - WISE-UP+	1,281	(1,281)	-	-
Gilead	7,923	-	(7,923)	-
Awards for all	200	(200)	-	-
Fast Track City	-	6,404	-	6,404
	<u>25,634</u>	<u>8,192</u>	<u>(13,071)</u>	<u>20,755</u>
TOTAL FUNDS	<u>26,453</u>	<u>810</u>	<u>-</u>	<u>27,263</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	3,964	(11,346)	(7,382)
Restricted funds			
THT Lighthouse Fund	-	(670)	(670)
Gilead - WISE_UP+ Ageing	-	(9,923)	(9,923)
Gilead - WASH	5,266	(925)	4,341
MSD - WASH	4,813	-	4,813
ViiV - WISE_UP+ YWR	17,010	(12,302)	4,708
Chelsea and Westminster - Menopause	363	(363)	-
Viiv - WISE-UP+	-	(1,281)	(1,281)
Awards for all	-	(200)	(200)
Fast Track City	28,706	(22,302)	6,404
	<u>56,158</u>	<u>(47,966)</u>	<u>8,192</u>
TOTAL FUNDS	<u>60,122</u>	<u>(59,312)</u>	<u>810</u>

The ViiV Healthcare funding is for the WISE-UP+ Young Women Rising event that took place January 2020. The Gilead Sciences and MSD funding is for our We Are Still Here program which has been delayed due to COVID19 but has been developed into an online programme, due to begin imminently. The Chelsea and Westminster funding is for the running of a women's menopause support group.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

8. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	596	1,480
Grants	30,594	27,452
	31,190	28,932
Total incoming resources	31,190	28,932
EXPENDITURE		
Charitable activities		
Wages	18,186	-
Pensions	518	-
Project expenses	4,523	25,188
	23,227	25,188
Support costs		
Other		
Postage and stationery	86	110
Sundries	552	87
Admin	2,586	274
Website	325	255
Travel	-	264
Conference	120	238
Consulting	4,800	-
	8,469	1,228
Governance costs		
Accountancy and legal fees	600	600
	32,296	27,016
Total resources expended	32,296	27,016
Net (expenditure)/income	(1,106)	1,916