

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2022
for
Equality and Inclusion Partnership
(EQuIP)**

Locke Williams Associates LLP
Chartered Accountants
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

**Equality and Inclusion Partnership
(EQuIP)**

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for the Year Ended 31 March 2022**

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Equality and Inclusion Partnership (EQUIP)

Report of the Trustees for the Year Ended 31 March 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The principle activity of the Equality and inclusion Partnership is to promote equality and diversity for the public benefit by:

- (a) The elimination of discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation;
- (b) Advancing education and raising awareness in equality and diversity;
- (c) Promoting activities to foster good relations between people of diverse backgrounds;
- (d) Conducting or commissioning research on equality and diversity issues and publishing the results to the public;
- (e) Advancing equality and diversity of opportunity for all.

Public benefit

As part of the updated Charities Act 2006 all charities need to promote and show how public benefit is being addressed. All activities are undertaken to further the charity's purposes for the public benefit, therefore the trustees have had regard to the Charity Commission's guidance on public benefit.

Equality and Inclusion Partnership (EQuIP)

Report of the Trustees for the Year Ended 31 March 2022

ACHIEVEMENT AND PERFORMANCE

Achievements and performance

2021 - 2022 has continued to be a very challenging year for EQuIP and work priorities in large, remained focussed on responding to the needs of the communities, stakeholders and partners with regards to Covid 19 and the Pandemic.

At the start of 2021, Covid 19 vaccinations were being rolled out and there was a degree of optimism that things would return to some sort of normal, however new variants, a massive shift in the economy and hybrid working patterns meant that EQuIP, like many in the voluntary sector, had to be even more nimble and deliver more whilst resources were in short supply.

Further challenges presented internally, with changes in personnel, difficulties with recruitment and staff members being away from work due to ill health.

EQuIP has managed to continue delivering services during this difficult period. It was also a very successful year in that our EU funded project SUPEER came to a successful conclusion, we successfully secured a funding package for our Windrush in Warwickshire project, were successfully reaccredited by AQS and completed the year with a new complement of staff, who are already engaging and undertaking casework support for individuals and groups.

Our key achievements during the year 2021-22 include:

- o 60 discrimination cases dealt with during the year
- o Cases from across all 5 districts
- o 33% of cases are Disability
- o 40% of cases are Race
- o 37 hate crime reports
- o 32% of hate crime reports are Sexual Orientation
- o Highest number of hate crime reports were in Warwick District, followed by Rugby

For further information regarding EQuIP's activities, please visit www.equipequality.org.uk.

FINANCIAL REVIEW

Financial review

The trustees consider that the financial position of the charity is satisfactory.

Reserves policy

The Board of Trustees considers that, given the need to ensure the completion of long term projects and protect the work of the Charity, reserves should be set at a level equivalent to three months of the Charity's general expenditure.

The Charity currently holds reserves of £163,680 comprising solely of general funds. Of these general funds, £1,907 is currently invested in fixed assets, leaving free reserves of £161,773.

PLANS FOR THE FUTURE

During 2022-23, EQuIP will be working towards reestablishing face to face contact with community groups and its stakeholders across Warwickshire, guidance permitting. It is highly anticipated that many of the groups that we work with, will require the support of EQuIP even more so than ever before. We have identified significant issues across communities where capacity is lacking and groups are needing help in recruiting volunteers and encouraging members back to their community activities.

EQuIP will continue to work with partners in identifying and resolving the continued impacts of the Pandemic on our local communities, families and individuals. It is expected that key issues will affect and continue to impact on our local communities, including mental health and isolation, the cost of living with energy and food prices expected to increase significantly, community cohesion and hate.

Equality and Inclusion Partnership (EQuIP)

Report of the Trustees for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Charity constitution and governing document

The Equality and Inclusion Partnership is a Charitable Incorporated Organisation (CIO registration number 1169436) and is governed by its constitution.

Recruitment and appointment of new trustees

The Board of Trustees is responsible for the management of the Charity. The day to day running of the charity is by the CEO Junaid Hussain. The Board meets at least six times a year. Apart from the first charity trustees, every trustee is appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees. In selecting individuals for appointment as charity trustees, the charity trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO. Employment and Finance sub committees have been established, each meeting at least three times per year.

Induction and training of new trustees

New Trustees have access to sessions to brief them on their legal obligations under charity and company law, the content of the Constitution, the committee and decision-making processes, the business plan and recent financial performance of the Charity. Trustees have regular opportunity to meet key employees and other Trustees. Trustees are able to attend appropriate external training events where these will facilitate the undertaking of the role. A Trustee Handbook has been compiled to provide key information and is available to all current Trustees.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

Financial risks are assessed by the EQuIP Trustees on a regular basis and all actions are conducted in accordance with EQuIP's Financial Management Protocol.

Qualifying indemnity provision

During the year the Charity took out Trustees Indemnity insurance.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1169436

Principal address

Warwickshire College
Rugby Centre
Rugby
CV21 1AR

Trustees

Dr J Shera - Chair
M Slemensek (resigned 6.6.21)
K Dulay - Treasurer
K Mistry - Vice Chair
Y Ahmedabadi
C Bain
J Graham
Y P Tara
B Smith
S Hammond (appointed 1.3.22)
S Rai (appointed 1.3.22)

**Equality and Inclusion Partnership
(EQuIP)**

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

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

David J Williams FCA FCCA
Institute of Chartered Accountants in England and Wales
Locke Williams Associates LLP
Chartered Accountants
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

Approved by order of the board of trustees on 30/11/2022 and signed on its behalf by:

Kulvinder Singh Dulay

.....
K Dulay - Trustee

**Independent Examiner's Report to the Trustees of
Equality and Inclusion Partnership
(EQuIP)**

Independent examiner's report to the trustees of Equality and Inclusion Partnership (EQuIP)

I report to the charity trustees on my examination of the accounts of Equality and Inclusion Partnership (EQuIP) (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



David J Williams FCA FCCA
Institute of Chartered Accountants in England and Wales
Locke Williams Associates LLP
Chartered Accountants
c/o Blackthorn House
St Pauls Square
Birmingham
West Midlands
B3 1RL

Date: 01/12/2022
Date:

**Equality and Inclusion Partnership
(EQuIP)**

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

	Notes	Unrestricted fund £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	70,189	24,501	94,690	74,294
Charitable activities					
Charitable activities		143,114	-	143,114	204,838
Investment income	3	-	-	-	126
Total		213,303	24,501	237,804	279,258
EXPENDITURE ON					
Charitable activities	5				
Charitable activities		207,310	29,851	237,161	190,598
NET INCOME/(EXPENDITURE)		5,993	(5,350)	643	88,660
RECONCILIATION OF FUNDS					
Total funds brought forward		157,687	5,350	163,037	74,377
TOTAL FUNDS CARRIED FORWARD		163,680	-	163,680	163,037

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**Equality and Inclusion Partnership
(EQuIP)**

**Balance Sheet
31 March 2022**

	Notes	31.3.22 £	31.3.21 £
FIXED ASSETS			
Tangible assets	10	1,907	2,031
CURRENT ASSETS			
Debtors	11	16,421	933
Cash at bank and in hand		147,416	165,418
		163,837	166,351
CREDITORS			
Amounts falling due within one year	12	(2,064)	(5,345)
NET CURRENT ASSETS		161,773	161,006
TOTAL ASSETS LESS CURRENT LIABILITIES		163,680	163,037
NET ASSETS		163,680	163,037
FUNDS	15		
Unrestricted funds		163,680	157,687
Restricted funds		-	5,350
TOTAL FUNDS		163,680	163,037

The financial statements were approved by the Board of Trustees and authorised for issue on 30/11/2022 and were signed on its behalf by:

Kulvinder Singh Dulay

.....
K Dulay - Trustee

Equality and Inclusion Partnership (EQuIP)

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, 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 Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared in sterling, which is the functional currency of the entity and rounded to the nearest £.

Financial reporting standard 102 - reduced disclosure exemptions

The charity has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

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. The following specific policies are applied to particular categories of income:

- o income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- o legacy income is recognised when receipt is probable and entitlement is established.
- o income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- o income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent. In which case it may be regarded as restricted

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.

- o expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- o expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

**Equality and Inclusion Partnership
(EQuIP)**

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

1. ACCOUNTING POLICIES - continued

Expenditure

- o other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

Allocation and apportionment of costs

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

Taxation

The charity is exempt from 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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

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

Financial instruments

The charity only has basic financial instruments.

Financial assets

Financial assets comprise items such as cash at bank and in hand and trade and other debtors. These are initially recorded at cost on the date they originate, the charity considers evidence of impairment for all individual elements comprising financial assets and any subsequent impairment is recognised in income and expenditure.

Financial liabilities

Financial liabilities comprise items such as PAYE and other taxes, bank and other loans, accruals and trade and other creditors. These are initially recorded at cost on the date they originate, net of transaction costs where applicable, the charity considers evidence of impairment for all individual elements comprising financial liabilities and any subsequent impairment is recognised in income and expenditure.

**Equality and Inclusion Partnership
(EQuIP)**

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

2. DONATIONS AND LEGACIES

	31.3.22	31.3.21
	£	£
Donations	4,196	1,173
Grants	90,494	73,121
	<u>94,690</u>	<u>74,294</u>

Grants received, included in the above, are as follows:

	31.3.22	31.3.21
	£	£
PCC Grants	5,045	6,621
Warwickshire Police	10,500	10,500
Warwickshire County Council - covid support	-	50,000
Erasmus + Supeer	15,601	-
Rugby Borough Council	516	5,000
Hate Crime Contribution	-	1,000
Warwickshire County Council - Safer Streets Project	24,000	-
Warwickshire CC - Healthy Works of Life	9,940	-
Oxfordshire Community Foundation	1,000	-
MHCLG - Windrush Day	14,692	-
South Warwickshire NHS Foundation Trust	8,900	-
Other	300	-
	<u>90,494</u>	<u>73,121</u>

3. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	-	126
	<u>-</u>	<u>126</u>

4. INCOME FROM CHARITABLE ACTIVITIES

		31.3.22	31.3.21
	Activity	£	£
WCC Equality Services			
Contract	Charitable activities	135,375	135,875
WCC Children Services			
Project	Charitable activities	-	34,434
CEV support	Charitable activities	-	25,000
Translation services	Charitable activities	972	7,179
WCAVA	Charitable activities	-	1,000
NHS Coventry & Rugby	Charitable activities	3,847	-
SVRPS	Charitable activities	-	1,350
Other income	Charitable activities	2,920	-
		<u>143,114</u>	<u>204,838</u>

**Equality and Inclusion Partnership
(EQUIP)**

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

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Charitable activities	235,961	1,200	237,161

6. SUPPORT COSTS

	Governance costs £
Charitable activities	1,200

Governance costs include:

	31.3.22 £	31.3.21 £
Fees payable to the independent examiner for: Independent examination of the financial statements	1,200	1,360

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

8. STAFF COSTS

	31.3.22 £	31.3.21 £
Wages and salaries	181,507	151,003
Social security costs	11,381	9,681
Other pension costs	7,297	7,589
	200,185	168,273

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

	31.3.22	31.3.21
Number of staff	7	6

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

**Equality and Inclusion Partnership
(EQuIP)**

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	69,115	5,179	74,294
Charitable activities			
Charitable activities	204,838	-	204,838
Investment income	126	-	126
Total	<u>274,079</u>	<u>5,179</u>	<u>279,258</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	176,847	13,751	190,598
NET INCOME/(EXPENDITURE)	97,232	(8,572)	88,660
RECONCILIATION OF FUNDS			
Total funds brought forward	60,455	13,922	74,377
TOTAL FUNDS CARRIED FORWARD	<u>157,687</u>	<u>5,350</u>	<u>163,037</u>

10. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2021	3,047
Additions	1,336
At 31 March 2022	4,383
DEPRECIATION	
At 1 April 2021	1,016
Charge for year	1,460
At 31 March 2022	2,476
NET BOOK VALUE	
At 31 March 2022	1,907
At 31 March 2021	2,031

**Equality and Inclusion Partnership
(EQuIP)**

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

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade debtors	15,238	-
Prepayments and accrued income	1,183	933
	<u>16,421</u>	<u>933</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade creditors	624	2,709
Other creditors	-	1,276
Accruals and deferred income	1,440	1,360
	<u>2,064</u>	<u>5,345</u>

13. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.22	31.3.21
	£	£
Within one year	<u>3,150</u>	<u>2,333</u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
Fixed assets	1,907	-	1,907	2,031
Current assets	163,837	-	163,837	166,351
Current liabilities	(2,064)	-	(2,064)	(5,345)
	<u>163,680</u>	<u>-</u>	<u>163,680</u>	<u>163,037</u>

15. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
Unrestricted funds			
General fund	157,687	5,993	163,680
Restricted funds			
Restricted Funds	5,350	(5,350)	-
TOTAL FUNDS	<u>163,037</u>	<u>643</u>	<u>163,680</u>

**Equality and Inclusion Partnership
(EQuIP)**

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

15. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	213,303	(207,310)	5,993
Restricted funds			
Restricted Funds	24,501	(29,851)	(5,350)
TOTAL FUNDS	237,804	(237,161)	643

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	60,455	97,232	157,687
Restricted funds			
Restricted Funds	13,922	(8,572)	5,350
TOTAL FUNDS	74,377	88,660	163,037

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	274,079	(176,847)	97,232
Restricted funds			
Restricted Funds	5,179	(13,751)	(8,572)
TOTAL FUNDS	279,258	(190,598)	88,660

Included in restricted funds carried forward are:

	31.3.21 £	31.3.21 £
NBBC Health & Wellbeing + CCG	-	490
JSNA	-	3,860
WDC	-	1,000
	-	5,350

**Equality and Inclusion Partnership
(EQuIP)**

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

16. EMPLOYEE BENEFIT OBLIGATIONS

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £7,297 (2021:£7,589).

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.