
THE HEALTH FORUM

(Private Company Limited by Guarantee)

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

COMPANY REG NO. 08013774

CHARITY NO. 1151980

SATURDAY



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Pages 5 and 10 do not form part of the statutory accounts.

THE HEALTH FORUM
(Private Company Limited by Guarantee)
Legal and Administrative Information

Board of Trustees

Edward Kay Kiu Chan
Brian Stuart Colman
Judith Mary Blakeman
Filsan Hassan Ali
Sylwia Ewelina Lemanska (resigned 27 February 2017)
Gladys Marion Jusu-Sheriff
Meerat Kaur
Marie Tameze
Peter Westmore
Kaveh Kalantari (appointed 12 May 2016)
David Truswell (appointed 7 July 2016)
Alison Devlin (appointed 27 February 2017)

*** Trustees are also for the purpose of the Companies Act 2006 company directors.**

Company Secretary

Nafsika Thalassis

**Administration and
registered office**

BME Health Forum
80a Church Street
London NW8 8ET

Charity registration no.:

1151980

Company registration no.:

08013774 (England & Wales)

Reporting accountants

TKG Partnership Ltd
Chartered Accountants
Unit 3, Gateway Mews
Ringway
London
N11 2UT

Bankers:

The Co-operative Bank

Funding authorities:

Central London CCG
West London CCG
Hammersmith & Fulham CCG
Kensington & Chelsea Social Council
Paddington Development Trust

THE HEALTH FORUM
(Private Company Limited by Guarantee)
Directors' & Trustees' Report for the Year Ended 31 March 2017

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report together with the audited financial statements of the charity for the year ended 31 March 2017.

Structure, Governance and Management

Governing Document

The Health Forum operating under 'BME Health Forum' is a company limited by guarantee and obtained charitable status from the Charity Commission on 10 May 2013. 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. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The Board delegates the day-to-day operation of the organisation to the Executive Director. The Trustees meet formally once every 3 months.

Recruitment & Appointment of Trustees

The Trustees and Directors who have served throughout the year are shown on page 1. Appointment of directors/trustees is governed by the Memorandum & Articles of Association.

Trustee Induction and Training

All new Board Members are introduced to current Board Members, and Receive an Induction pack which includes a Board Handbook. All Board Members participate in training on good governance.

Charitable Objectives

The preservation and protection of health and promotion of good health with a particular focus on, but not limited to, people from the black and minority ethnic communities, principally in, but not limited to, the London Boroughs of Kensington and Chelsea, Westminster and Hammersmith & Fulham. The aim of the forum is to inform policy, locally and nationally and assist in promulgating effective policies and good practice in order to contribute to improved health outcomes for people from the black and minority ethnic communities.

Risk Management

The trustees review the major risks that the charity faces on a regular basis and are satisfied that systems are in place to mitigate exposure to the major risks. Internal risks are minimised by the implementation of policies and procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Public Benefit

All our activities aim to reduce health inequalities and improve health and wellbeing outcomes for people from deprived communities and ensure that health and social policies and service development are informed by the views of local communities.

Section 4 of the Charities Act 2011

The trustees actively review guidance issued by the Charity Commission as required by section 4 of the Charities Act 2011, to ensure compliance with such guidance.

Activities and achievements

The trustees consider that the charity's activities in meeting its objectives have been most satisfactory during the year under review.

Summary

The BME Health Forum has had a great year in 2016/17. This year, over 53% of our total expenditure annually was spent on funding charities to deliver projects and services. In 2016/17, we funded:

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Directors' & Trustees' Report for the Year Ended 31 March 2016
(Continued)

Summary

Organisations funded by the BME Health Forum in 2016-17	
Abbey Community Association	5,600
Al-Hasaniya	4,400
Bangladeshi Young Women's Network	1,000
Central London Youth Development	975
Chinese Information and Advice Centre	5,800
Chinese National Healthy Living Centre	2,500
Ethiopian Women's Empowerment Network	4,700
French African Welfare Association	4,600
Healthier Life for You	1,300
Iranian Association	17,000
Justice for Domestic Workers	75
Lisson Green Over 50s Community Club	1,000
Midaye Somali Development Network	12,000
Migrants Organise	600
Queens Park Bangladesh Association	5,900
SMART	900
SW1Coordinators	350
WAND UK	2,000
Total	70,700

The Emotional Wellbeing Project

In 16/17 we secured additional funding from the Royal borough of Kensington & Chelsea for our emotional wellbeing project which was delivered by 9 BME organisations. We trained 31 new staff and volunteers and 295 clients received 1:1 support from the project workers in Amharic, Arabic, Bangla, Cantonese, Farsi, Mandarin and Somali as well as English. On average, the clients' emotional wellbeing improved from an average of 2.6/5 to 3.5/5 on the Warwick Edinburgh Mental Wellbeing Scale, and their perception of how healthy they are improved on average from 41/100 to 63/100.

Emotional Wellbeing Partnership

In 16/17 we completed the emotional wellbeing partnership. We worked with 5 organisations to support them evaluate their projects to see whether they improved clients emotional wellbeing. The results were published in a report which can be found on our website.

Shared Activities Project

In 16/17 we started the Shared Activities Project. During the Emotional Wellbeing Partnership organisations asked their clients what activities would help them improve

During 16/17 we also held 5 public meetings on Stigma; Domestic Abuse; Diabetes; Wellbeing; and Migration, Homelessness and Mental Health.

In partnership with PDT we started to run the Diabetes User Group for Westminster, Kensington & Chelsea and Hammersmith & Fulham and we look forward to supporting the group in 2017/18.

A key priority for the BME Health Forum is the renewal of our core contract with the three CCGs. Our contract was extended until 31st October 2017 and the new tender will be published before then. We hope that we will be successful and will continue to support BME communities and organisations in 17/18.

THE HEALTH FORUM
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Directors' & Trustees' Report for the Year Ended 31 March 2017
(Continued)

Financial review

Total income for the year amounted to £121,105 with total expenditure amounting to £132,235 leaving a deficit in the year of £11,130.

Accumulated reserves at the balance sheet date amounted to £56,048, of which £56,048 represent income reserves.

Reserves Policy

The trustees are of the opinion that the present level of funding together with the current level of reserves is adequate to support the continuation of the charity's activities for the medium term. The trustees also consider the financial position of the charity to be satisfactory.

Future developments

A key priority for the Trustees is the renewal of the core contract with the three CCG's. The contract was extended until 31 October 2017 and the new tender will be published before then. The Trustees are confident that the Charity will be successful and will be in a position to continue to support BME communities and organisations in 2017/18.

Responsibilities of Trustees

The trustees are required by company law to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustee Members

The trustees who are directors for the purpose of company law who have served during the year and up to the date of this report are set out on page 1.

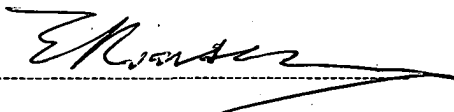
Reporting accountants

A resolution proposing their re appointment of TKG Partnership Ltd as Reporting Accountants will be put to the members at the next AGM.

Approval

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (revised in May 2008) and in accordance with the Provisions of Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the trustees and signed on its behalf:



Date...12.12.2017

Name: E K K Chan

Trustee & Company Director

THE HEALTH FORUM
(Private Company Limited by Guarantee)
Statement of financial activities
for the year ended 31 March 2017

	<u>Notes</u>	<u>Restricted Funds</u> £	<u>Unrestricted Funds</u> £	<u>Total 2016/17</u> £	<u>Total 2015/16</u> £
Incoming Resources					
Grants receivable	1	120,300	-	120,300	72,300
Income generation		-	783	783	7,865
Interest receivable		-	22	22	60
Total incoming resources		<u>120,300</u>	<u>805</u>	<u>121,105</u>	<u>80,225</u>
Resources Expended					
Direct charitable expenditure	2	130,989	-	130,989	77,680
Management and administration	3	1,246	-	1,246	1,776
Total resources expended		<u>132,235</u>	<u>-</u>	<u>132,235</u>	<u>79,456</u>
NET SURPLUS/(DEFICIT)		<u>(11,935)</u>	<u>805</u>	<u>(11,130)</u>	<u>769</u>
		<u>Restricted Funds</u> £	<u>Unrestricted/ designated Funds</u> £	<u>Total 2016/17</u> £	<u>Total 2015/16</u> £
Net movement in funds for the year		(11,935)	805	(11,130)	769
Total funds brought forward		3,174	64,004	67,178	66,409
Transfer (to)/from in the year		8,761	(8,761)	-	-
Total funds carried forward		<u>-</u>	<u>56,048</u>	<u>56,048</u>	<u>67,178</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

THE HEALTH FORUM
(Private Company Limited by Guarantee)
BALANCE SHEET
AS AT 31 MARCH 2017

	<u>Notes</u>	<u>2016/17</u>	<u>2015/16</u>
		£	£
Current Assets			
Debtors	4	3,000	-
Cash at bank and in hand		<u>74,268</u>	<u>69,887</u>
		77,268	69,887
Creditors: amounts falling due within one year	5	<u>(21,220)</u>	<u>(2,709)</u>
Net current assets		<u>56,048</u>	<u>67,178</u>
Total assets less current liabilities		<u><u>56,048</u></u>	<u><u>67,178</u></u>
Funds			
Restricted funds			
- Grants fund	6	-	3,174
Designated funds			
- staff & running costs fund	6	43,376	43,376
Unrestricted income funds:			
- general funds	6	<u>12,672</u>	<u>20,628</u>
		<u><u>56,048</u></u>	<u><u>67,178</u></u>

The company is a private company limited by guarantee and incorporated in England. Its registered office is 80A Church Street, London, NW8 8ET.

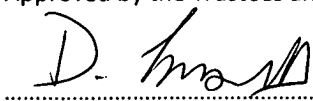
The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying the requirements of the Companies Act 2006 with respect to accounting records and for the preparation of the accounts.

The accounts have been prepared in accordance with the micro entity provisions of the Companies Act 2006 and FRS 105, The Financial Reporting Standard applicable to the Micro-entities Regime. The accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime. The income and expenditure account has not been delivered to the Registrar of Companies.

Approved by the Trustees and signed on their behalf



Date.....12.12.2017

Name: D Truswell

Trustee & Company Director

THE HEALTH FORUM
(Private Company Limited by Guarantee)
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2017

Accounting policies

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

Basis of Preparation

The accounts have been prepared in accordance with the micro entity provisions of the Companies Act 2006 and FRS105, The Financial Reporting Standard applicable to Micro-Entities Regime. The accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Incoming resources

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

Interest and investment income receivable

Interest on funds held on deposit and income from investments held is included when receivable and the amount can be measured reliably by the charity.

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 for a specific purpose. Restricted funds are donations or grants which the donor has specified are to be solely used for a particular purpose or area of the Trust's work or projects being undertaken by the Trust.

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 headings:

- cost of raising funds comprise the cost of commercial trading
- expenditure on charitable activities includes the cost of operating the nursery and outreach services
- management and administration includes support costs for those functions that assist the work of the charity

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

Taxation

As a grant aided charity with charitable status the charity's activities do not create a charge to corporation tax.

Operating leases

Rentals paid under operating leases are charged to income on a straight line basis over the lease term.

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.

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.

Financial instruments

The trust has only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. The charity does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the charity is that of volatility in equity and investment markets due to wider economic conditions, the attitude of investors to risk, and changes in sentiment concerning equities.

Pensions

The Trust operates a defined contribution pension scheme.

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Notes to the financial statements
for the year ended 31 March 2017

	2016/17 £	2015/16 £
1 Grants receivable		
Central London CCG/West London CCG/Hammersmith & Fulham CCG	68,000	68,000
Kensington & Chelsea Social Council / West London CCG	4,300	4,300
Royal Borough of Kensington & Chelsea	45,000	-
Paddington Development Trust	3,000	-
	<u>120,300</u>	<u>72,300</u>
2 Direct charitable expenditure		
Staff costs	47,047	42,363
Staff pension costs	3,050	2,455
Commissioning expenses	70,950	23,911
Other running costs	9,942	8,951
	<u>130,989</u>	<u>77,680</u>
3 Management & administration costs		
Accountancy	1,246	1,776
	<u>1,246</u>	<u>1,776</u>
4 Debtors		
Accrued income	3,000	-
5 Creditors		
Amounts falling due within one year:		
Other taxation & social security	729	969
Other creditors & accruals	20,491	1,740
	<u>21,220</u>	<u>2,709</u>
6 Reserve Funds		
Restricted reserves - Grant fund		
Balance brought forward	3,174	10,330
Inter fund transfers	8,761	-
Surplus/(deficit) in year	(11,935)	(7,156)
	<u>-</u>	<u>3,174</u>
Unrestricted reserves - General fund		
Balance brought forward	20,628	12,703
Inter fund transfers	(8,761)	-
Surplus in year	805	7,925
	<u>12,672</u>	<u>20,628</u>
Designated reserves - Staff & running cost fund		
Balance brought forward	43,376	43,376
Inter fund transfers	-	-
	<u>43,376</u>	<u>43,376</u>
7 Analysis between fund balances		
	Restricted Funds	Unrestricted/ designated Funds
Net current assets	-	56,048
	<u>-</u>	<u>56,048</u>
8 Transactions with Board of Trustees		
No remuneration is payable to the Trustees. Any transactions involving the Trustees were carried out in the normal course of activities undertaken by the Charity.		