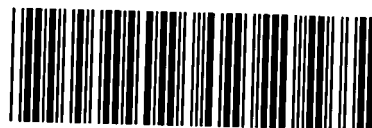

THE HEALTH FORUM
(Private Company Limited by Guarantee)

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2018
COMPANY REG NO. 08013774
CHARITY NO. 1151980

TUESDAY



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

Board of Trustees	Edward Kay Kiu Chan Brian Stuart Colman Judith Mary Blakeman Filsan Hassan Ali Gladys Marion Jusu-Sheriff Meerat Kaur Mary Tameze Peter Westmore (resigned 26 July 2018) Kaveh Kalantari David Truswell Alison Devlin
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*** Trustees are also for the purpose of the Companies Act 2006 company directors.**

Company Secretary	Nafsika Thalassis
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Administration and registered office	Churchstreet Neighbourhood Centre Cherwell House Penfold Street London NW8 8PT
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Charlty registration no.:	1151980
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Company registration no.:	08013774 (England & Wales)
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Reporting accountants	TKG Partnership Ltd Chartered Accountants Unit 3, Gateway Mews Ringway London N11 2UT
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Bankers:	The Co-operative Bank
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Funding authorities:	Central London CCG West London CCG Hammersmith & Fulham CCG Kensington & Chelsea Social Council Paddington Development Trust
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THE HEALTH FORUM
(Private Company Limited by Guarantee)
Directors' & Trustees' Report for the Year Ended 31 March 2018

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 2018.

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.

Future developments

Funding has been secured for the charity's core activities for the year 2018/19 which will enable the charity to undertake full commissioning programme during the next financial year.

THE HEALTH FORUM

(Private Company Limited by Guarantee)

Directors' & Trustees' Report for the Year Ended 31 March 2018

(Continued)

Summary

The BME Health Forum had a more difficult year in 2017/18. Our main contract with the Clinical Commissioning Groups (CCGs) of Central London, Hammersmith and Fulham and West London was due to end at the end of March 2017. However, it was initially extended for two months to make time for the re-procurement process and then extended again until October 2017 when the procurement process started. We were successful in the procurement and our new contract was confirmed in December 2017. We are grateful to the CCGs for ensuring there was no gap in provision between the old contract and the new but as this was financially, a very uncertain period of time for us, we were unable to commission many projects compared to 2016/17, and we focused more on our long term projects such as the emotional wellbeing project from Public Health.

Although it was a difficult year for us, it was a much harder year for BME organisations based in North Kensington who had to cope with the aftermath of the Grenfell fire on the 14th June 2017. BME organisations responded admirably to provide services to those affected. The BME Health Forum assisted as best we could with helping to disseminate information about services and providing some small funds to organisations who needed to provide additional services. We are full of admiration for the way grassroots, frontline BME organisations responded to the challenge and are still responding to it.

In 2017/18, 40% of our total expenditure was spent on funding BME organisations to deliver services to BME communities. This was considerably less than in 2016/17 when we spent 53% of our total expenditure to commission BME charities and we fully expect it to rise to over 50% again in 18/19.

Organisations funded by the BME Health Forum in 2017-18	
Abbey Community Association	8,000
Al-Hasaniya	5,200
Bangladeshi Young Women's Network	810
Centre for Armenian Information and Advice	790
Chinese National Healthy Living Centre	3,000
Ethiopian Women's Empowerment Network	100
French African Welfare Association	6,200
Healthier Divas	392
Hear Women	1,400
Iranian Association	10,450
Midaye Somali Development Network	12,500
Mosaic Community Trust	500
People Arise Now	2000
Queens Park Bangladesh Association	1,452
Total	52,794

Emotional Wellbeing Project In RBKC

The Emotional Wellbeing Project was delivered by the Abbey Community Association, Al-Hasaniya, the French African Welfare Association, Midaye Somali Development Network, and the Iranian Association. The project supported 197 clients with an average of 4 sessions each and the BME Health Forum trained 8 new staff members and volunteers. The clients' average improvement on the Warwick Edinburgh Mental Wellbeing Scale (WEMWBS) 5-point scale was 1.148 and 98% of clients increased their score of how healthy they felt on a scale 1-100 over 10%. Additionally, 38% of clients committed to joining a physical activity, 34% committed to join a social activity and 20% committed to access counselling or other mental health service.

Shared Activities Project

The shared activities project which started in 2016/17 was completed by December 2017. We funded 8 small projects, a total of £10,278 of which £5,554 were spent in 2017/18. We were able to evaluate fully 5 of the projects which were delivered over 12 weeks or more (the others were 1 or 2 day events) which included 3 physical activity classes, 1 ESOL class and a film club with emotional support for ex-prisoners and their families. We found that the projects received very positive feedback from clients and improved their scores on the WEMWBS and on how healthy participants felt. Improvement on the 5-point WEMWBS varied from 0.4 for the ESOL class to 1.1 for the Zumba class and the improvement on how healthy people felt varied from 6% on the ESOL class to 19% on the film club. Also, participants in projects (the film club, the African dance class and the exercise class at the Iranian Association) all said that they attended the GP less frequently after attending the project and these projects were estimated to save between 14-54 GP appointments.

NHS Choices

This year we funded 2 BME organisations to run 4 'NHS Choices' courses to support clients become familiar with the NHS Choices website, learn more about common conditions and how to self-care and book GP appointments online. This project will continue in 2018-19.

Focus Groups

Within 2017/18 we commissioned 4 focus groups to support the CCGs engage with communities. This worked very well and from 18/19 we will be commissioning 12 such focus groups every year to support the CCGs engage with a wide variety of BME communities.

Diabetes User Group

In 2017/18 we continued to support the Diabetes User Group, facilitating 7 meetings. We are aware that this contract will come to an end in 2018/19 but we are confident that the CCGs will continue to engage with users and involve them in commissioning decisions.

Quarterly Meetings

In 2017/18 we held 3 public meetings on the themes of Habits and Addictions in BME communities, Improving the health and wellbeing of disadvantaged communities in Hammersmith & Fulham, and tackling obesity in BME communities. For our final meeting, we changed the format and had a meeting with BME organisations only and we had a very productive meeting with the CCGs covering integrated care and emotional wellbeing.

Financial review

Total income for the year amounted to £140,955 with total expenditure amounting to £130,658 leaving a surplus in the year of £10,297.

Accumulated reserves at the balance sheet date amounted to £66,345, of which £66,345 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.

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.

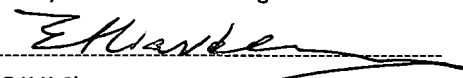
Reporting Accountants

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 6 November 2018

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 2018

	<u>Notes</u>	<u>Restricted Funds</u> £	<u>Unrestricted Funds</u> £	<u>Total 2017/18</u> £	<u>Total 2016/17</u> £
Incoming Resources					
Grants receivable	1	134,831	-	134,831	116,000
Income generation		-	6,124	6,124	5,083
Interest receivable		-	-	-	22
Total incoming resources		<u>134,831</u>	<u>6,124</u>	<u>140,955</u>	<u>121,105</u>
Resources Expended					
Direct charitable expenditure	2	123,500	6,124	129,624	130,989
Management and administration	3	1,034	-	1,034	1,246
Total resources expended		<u>124,534</u>	<u>6,124</u>	<u>130,658</u>	<u>132,235</u>
NET SURPLUS/(DEFICIT)		<u>10,297</u>	<u>-</u>	<u>10,297</u>	<u>(11,130)</u>
		<u>Restricted Funds</u> £	<u>Unrestricted/ designated Funds</u> £	<u>Total 2017/18</u> £	<u>Total 2016/17</u> £
Net movement in funds for the year		10,297	-	10,297	(11,130)
Total funds brought forward		-	56,048	56,048	67,178
Transfer (to)/from in the year		-	-	-	-
Total funds carried forward		<u>10,297</u>	<u>56,048</u>	<u>66,345</u>	<u>56,048</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 2018

	<u>Notes</u>	<u>2017/18</u>		<u>2016/17</u>	
		£	£	£	£
Current Assets					
Debtors	4	30,582		3,000	
Cash at bank and in hand		<u>47,729</u>		<u>74,268</u>	
		78,311		77,268	
Creditors: amounts falling due within one year	5	<u>(11,966)</u>		<u>(21,220)</u>	
Net current assets		<u>66,345</u>		<u>56,048</u>	
Total assets less current liabilities		<u><u>66,345</u></u>		<u><u>56,048</u></u>	
Funds					
Restricted funds					
- Grants fund	6	10,297		-	
Designated funds					
- staff & running costs fund	6	43,376		43,376	
Unrestricted income funds:					
- general funds	6	<u>12,672</u>		<u>12,672</u>	
		<u><u>66,345</u></u>		<u><u>56,048</u></u>	

The company is a private company limited by guarantee and incorporated in England. Its registered office is at Churchstreet Neighbourhood Centre, Cherwell House, Penfold Street, London, NW8 8PT

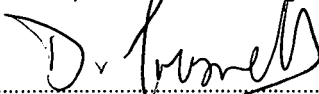
The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

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 6 November 2018

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 2018

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.

THE HEALTH FORUM
(Private Company Limited by Guarantee)
Notes to the financial statements
for the year ended 31 March 2018

	2017/18 £	2016/17 £
1 Grants receivable & other income		
Central London CCG/West London CCG/Hammersmith & Fulham CCG	68,666	68,000
Kensington & Chelsea Social Council	6,124	4,300
Royal Borough of Kensington & Chelsea	45,000	45,000
Paddington Development Trust	18,000	3,000
NHS Choices - Sobus	3,165	-
	<u>140,955</u>	<u>120,300</u>
2 Direct charitable expenditure		
Staff costs	64,066	47,047
Staff pension costs	3,858	3,050
Commissioning expenses	52,719	70,950
Other running costs	8,981	9,942
	<u>129,624</u>	<u>130,989</u>
3 Management & administration costs		
Accountancy	1,034	1,246
	<u>1,034</u>	<u>1,246</u>
4 Debtors		
Accrued income	<u>30,582</u>	<u>3,000</u>
5 Creditors		
Amounts falling due within one year:		
Other taxation & social security	1,188	729
Other creditors & accruals	<u>10,778</u>	<u>20,491</u>
	<u>11,966</u>	<u>21,220</u>
6 Reserve Funds		
Restricted reserves - Grant fund		
Balance brought forward	-	3,174
Inter fund transfers	-	8,761
Surplus/(deficit) in year	10,297	(11,935)
	<u>10,297</u>	<u>-</u>
Unrestricted reserves - General fund		
Balance brought forward	12,672	20,628
Inter fund transfers	-	(8,761)
Surplus in year	-	805
	<u>12,672</u>	<u>12,672</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	<u>-</u>	<u>66,345</u>
		Total
		<u>66,345</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.