

HAMARA HEALTHY LIVING CENTRE

Company Number 04537287

Charity Number 1162962

TRUSTEES' ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

ANNUAL REPORT AND ACCOUNTS 2016-2017
(YEAR ENDING 31ST MARCH 2017)

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ANNUAL REPORT

LEGAL AND ADMINISTRATIVE DETAILS

Charity Name:	Hamara Healthy Living Centre ('Hamara HLC')
Charity Registration Number:	1162962
Company Registration Number:	04537287
Registered Office:	Tempest Road Beeston Leeds LS11 6RD
Chief Executive:	Ashfaq Malik (appointed 1 September 2017) Hanif Malik (resigned 20 December 2016)
Trustees/Directors:	Mohammed Farouk - Chair Dr Noor Ahmad Baloch (resigned 28 April 2016) Mohammed Iqbal Zaman (resigned 3 October 2017) Mohammed Iqbal (Councillor) Harjinder Sagoo Abu Bokkar (resigned 12 June 2016) Sayyeda Khan (resigned 22 March 2017) Zahid Hamid Waseem Khan Omar Mushtaq (appointed 29 September 2016) Lesley Pearson (appointed 10 January 2017) Moneer Sharif (appointed 29 September 2016) Ashfaq Malik (appointed 18 May 2017, resigned 29 August 2017)
Bankers:	Yorkshire Bank Plc 1 Penny Hill Centre Church Street, Hunslet Leeds, LS10 2AP
Solicitors:	Gordons Cranswick 14 Piccadilly Bradford, BD1 3LX
Auditors:	Henton & Co LLP Chartered Accountants Northgate 118 North Street Leeds LS2 7PN

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TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also directors of Hamara Healthy Living Centre for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

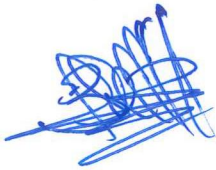
- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware, and
- The trustees have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Approved by the trustees on 21 November 2017 and signed on their behalf by:



Mohammed Farouk

Director / Trustee

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TRUSTEES' REPORT

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report and the audited financial statements for the year ended 31 March 2017. This report has been prepared in accordance with the 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 2015), and in accordance with the provisions applicable to companies subject to the small companies' regime within part 15 of the Companies Act 2006.

Principal Objective

The principal objective of the charitable company in the period under review was to carry out activities which will promote and provide health facilities and social welfare opportunities for the inhabitants of South Leeds.

Governance and Management

The company was incorporated as a Charitable Company limited by guarantee on 17 September 2002 and its Memorandum and Articles of Association were adopted on 17 September 2002. The charity is a company limited by guarantee and registered charity. It has no share capital and the liability of each member, in the event of winding-up, is limited to £1.

Directors

The Directors who served during the year are shown on page 2.

Auditors

Henton & Co LLP are the charitable company's auditor and have expressed their willingness to continue in that capacity.

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STRUCTURE, GOVERNANCE & MANAGEMENT

Governing Document

Hamara Healthy Living Centre (Hamara HLC) is a company Limited by Guarantee and is also registered with the charity commission, registered charity number 1162962.

The organisation operates under a memorandum of association which established the objects and powers of the company and is governed under its articles of association.

Recruitment and Appointment of Board Members

Up to 12 people are able to sit on the Hamara board and at the time of this report the board had eight trustees including its chair. Trustees of Hamara HLC are also directors of the organisation for the purpose of the Companies Act 2006.

New trustees are elected by the existing trustees and serve for a three year term before retiring from office. Retiring trustees can serve consecutive terms subject to being elected.

The trustees have the power to co-opt two further members to fill specialist roles or to seek a more balanced board of trustees.

Trustee Induction & Training

New trustees are provided with an induction to brief them on the aims, objectives and current activities of the organisation together with a trustee's pack outlining obligations, meeting dates and other relevant information.

In response to a trustee's skills analysis undertaken during the course of the year a short programme of training will again be delivered to all trustees within the next financial year.

Organisation Structure

The board, which meets six times a year, has responsibility for the strategic direction and policy of the charity. The trustees are from a variety of backgrounds in order to reflect both the locality the organisation serves and its key target groups. A Chief Executive is appointed to manage the day to day operations of the organisation and has delegated responsibility for areas related to finance, employability and delivery of services.

The Chief Executive is supported by a management team consisting of a Social Care Manager, Youth Team Manager, Health Manager and a Business Development Manager.

Risk Management

A number of policies, procedures and systems have been implemented to help mitigate the risks the organisation may face. Current risk considered to be of high priority relate to the likelihood of large scale cuts in public sector funding which will have an impact on the sector as a whole. Internal risks are minimised by the implementation of procedures for the authorisation of all transactions and projects.

Procedures are in place to ensure compliance with the health and safety of staff, visitors and users of the centre and together with other mandatory policies, these procedures are reviewed periodically to ensure that they continue to meet the needs of the charity.

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OBJECTIVES & ACTIVITIES

The trustees have complied with their duty (set out in section 4 of the Charities Act 2006) to have due regard to public benefit guidance published by the Charity Commission. The trustees have considered the public benefit delivered by the charity, which includes the following objectives and activities:

Summary of the objects of the charity set out in its governing document

- i) Advance the education of the said inhabitants
- ii) Provide facilities for recreation or other leisure-time occupation of the said inhabitants in the interests of social welfare with the object of improving their conditions of life
- iii) Relieve sickness and preserve health through the provision of support, education and practical advice
- iv) Promote general charitable purposes of the inhabitants and in particular provide opportunities for them to participate fully in the life of their community in ways which address and alleviate economic disadvantage.

Summary of the main activities in relation to these objects

Information and Advice

- Interpreting and Translation
- Drop – In Advice Service
- Citizens Advice Bureau Surgeries
- Form Filling Clinics
- Advocacy

Health Promotion / Education

- Physical Activities Programme
- Walking Groups
- Nutrition and Healthy Cooking Classes
- Health Awareness Events and Seminars
- GP Referral Programme
- Community Gym

Older Peoples Services

- Luncheon Clubs
- Older Peoples Clubs
- Trips and Outings
- Dementia Services

Women's Activities

- Sewing Skills Classes
- English Language Classes
- Social & Recreational Clubs
- Carer's Group

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OBJECTIVES & ACTIVITIES (CONTINUED)

Youth Activities

- Youth Clubs
- Sports Activities
- Young People Community Cohesion Project
- Residentials and Recreational activities
- One to One advice, support and career guidance
- Youth Forums
- Supplementary School

Learning Disabilities Project

- Day Respite Care Service
- Transport Service
- Leisure and Recreational Activities
- Advocacy
- Family and Carers Support

Routes to Work

- Tailored interventions to remove barriers to employment
- One-to-one support
- Specialist Support

Hamara also provided office services (photocopying, IT access etc.), room/venue hire, and catering services to the local community and provided a community gym that included “women only” sessions.

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MAIN ACHIEVEMENTS AND PERFORMANCE

1. 51 young people (18-24 years) have been supported into sustained employment through the Talent Match Project. Talent Match targets those who are furthest away from the job market and face severe barriers to gaining the skills they need to find employment.
2. Football coaching sessions have engaged over 300 young people (16 to 25 years) through the Sporting Chance Project. This aims to provide opportunities and training for young people who are at risk of offending. One young man on the project represented England for the Homeless Football Association.
3. Adults with learning disabilities and new migrant learning disability group members have gained a qualification as walk leaders through the Sport4 Life Project. This project also created 9 Sports Activators from the community who now lead and deliver sports sessions for the community. Sport4 Life aims to create a sporting habit for life for all ages and abilities.
4. The supplementary school gained the Quality Mark Award at Gold standard, and won the Child Friendly Leeds award for Supporting Schools: Pupil Choice Award 2016. This project aims to overcome the educational disadvantage BME children often face in state schools.
5. 75 people, aged 19 and over, who have been isolated due to their lack of English (and have not accessed English Language tuition in the past) have attended at least 24 hours of English Language tuition through our Talk English Project. This aims to reach the most disadvantaged communities and individuals.
6. User rates at the Old Cockburn Sports Hall have significantly increased in 2016/17 aided by the Leeds United Community Foundation and Leeds City College. The range of services has been expanded to include wheelchair basketball, ladies only sessions cricket, volleyball and tennis.
7. There has been a large increase in members (currently 50) benefitting from the 5 day service provided by the HALO project. HALO is a community based service for adults with learning disabilities and their carers.
8. The Dementia Project was launched in July 2016 after a successful 3 month trial and we now offer dementia friendly activities on 3 days each week and provide a safe and "dementia" friendly environment at Hamara.
9. We have, to date, awarded 6 young people with the ASDAN qualification in employability skills development and developed close links with various colleges and training providers such as Aspire and IGEN through the Young Pathways Project. This project engages with 16-18 year olds who are not in education, employment or training (NEET).

MANAGEMENT REPORT

The organisation continues to deliver its services well in the face of continuing public sector cuts both locally and nationally, and the uncertainty in a post Brexit environment. Hamara is now in a position where the results of the two previous internal reviews are being implemented. This will allow us to streamline our processes, put robust systems and policies in place and enable us to position ourselves appropriately to embrace an uncertain future.

The overall income of the organisation has increased for the 6th successive year which is testimony to both the commitment of the staff and the holistic approach implemented towards deriving income from a broader range of sources. The staff team has expanded and the number of projects has increased, which again demonstrates the organisation's commitment to responding to local need while sustaining our core services. We anticipate that once the streamlining process has been

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completed we will be able to deliver more with more quality staff, redefined employment contracts and greater emphasis on staff personal development.

Our excellent partnerships remain an integral element in our ability to keep abreast of the evolving picture which third sector agencies must contend with and we are very grateful for the continued support our partners have provided in addition to newer partner agencies, which have complementary aims and objectives coming on board in the previous year

Looking at the individual components of our work, beginning with the Health Team it has been pleasing to witness the Connect for Health Project embedding itself within this sphere of work while the 'Five Ways to Health' initiative funded by the CCG has complimented the existing Public Health project enabling us to reach a much wider audience.

The Youth Team has seamlessly added the CSE project to its portfolio of services and securing the Leeds Guarantee funding has allowed us to offer young people the intensive support many require to progress into employment, further education or training.

The Employment and Skills facet of our work has been considerably enhanced through our partnership with REED while the older peoples and learning disabilities projects remain essential aspects of the organisation, providing a lifeline for some of the most vulnerable individuals in our communities.

As ever we are grateful to the support we receive from a wide range of supporters and we would therefore like to extend our gratitude to our partners and funders.

FUTURE PLANS

A key aspect of Hamara's success over the past decade is aligned to our ability to adapt to the external environment and ensure we are continually evaluating our performance and structure. As such the board commissioned two external reviews and a major aim is to implement the recommendations from these reviews to ensure a more robust infrastructure which will enable us to sustain and develop our work going into the future.

A key development was the approval of Hamara's bid to develop the "Old Cockburn Sports Hall", which is situated in our catchment area. Our projected reserves have been increased to allow us to plan for the redevelopment of this and subject to the approval of our plans we anticipate that we will have a viable business plan to invite our Key funders and Stakeholders to consider.

Funding of course is pivotal in enabling us to continue operating and growing and therefore the greater emphasis placed in this department over recent years will be sustained with opportunities potentially available through the new European Structural Funding and possible commissioning opportunities.

We are also aiming to make greater use of our extensive partnerships across the city and indeed the region. There is concerted work going on to attract individuals from diverse backgrounds to not only serve on the Board of Hamara but also to play significant roles in the management and delivery of our services. We will be looking to develop a new range of work in collaboration with identified agencies as we seek to embrace the current move towards consortium and partnership based applications.

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FINANCIAL REVIEW

Summary

At the end of the year ended 31 March 2017, the charity's excess of expenditure over income amounted to £55k (2016: £67k). Offset against reserves brought forward of £1,129k, reserves carried forward were thus £1,074k (2016: £1,129k).

Brief statement of the charity's policy on reserves

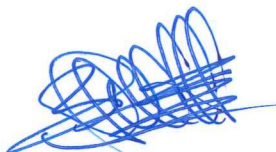
The trustees of Hamara will review the organisation's needs for financial reserves in line with the guidance issued by the Charity Commission and will set aside or designate funds to meet commitments on co-financed projects and to safeguard the organisation's service commitment in the event of delays in receipt of grants or accrued legacies.

The charity has continued to maintain a reserves balance in accordance with its stated aim of having a minimum of 6 months of running costs set aside for contingency measures in the future such as significant repairs and maintenance which may be required to maintain the Hamara centre, but also allow us to develop the Old Cockburn centre. This policy and procedure will be reviewed every two years from the date of implementation. Where changes in employment legislation occur that directly affect this policy and procedures, these will be reflected with immediate effect.

Principal Funding Sources

The organisation received its income from a diverse range of sources, an approach which has been deliberately implemented to avoid over reliance on one particular funder. Although funding has been more difficult to secure as a result of a more competitive environment, we are pleased that projects were largely run at the same level as previous years. The principal funding sources in the past year were; Big Lottery Fund, Sport England, Comic Relief, European Social Investment Fund, Leeds City Council, Leeds Community Foundation, NHS Leeds, Reed, Department of Work and Pensions, European Social Fund and various trusts and foundations. Income has also been generated from hiring out rooms, Community Cafe and Gym membership to help cover some of the buildings' running costs.

Approved by the trustees on 21 November 2017 and signed on their behalf by:



Mohammed Farouk

Director / Trustee

HAMARA HEALTHY LIVING CENTRE

FINANCIAL STATEMENTS

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF HAMARA HEALTHY LIVING CENTRE

We have audited the financial statements of Hamara Healthy Living Centre for the year ended 31 March 2017 which comprises the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102.

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our Audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state them in an auditor's report and for no other reason. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purpose of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The charitable company is exempt from the requirement for a Companies Act audit. Accordingly, we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of the performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

HAMARA HEALTHY LIVING CENTRE

FINANCIAL STATEMENTS

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF HAMARA HEALTHY LIVING CENTRE

Opinion on financial statements

In our opinion the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of the incoming resources and application of resources, including its income and expenditure, for the year then ended;
- Have been properly prepared in accordance with United Kingdom General Accepted Accounting Practice; and
- Have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 require us to report to you if, in our opinion:

- The information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements;
- Sufficient accounting records have not been kept;
- The financial statements are not in agreement with the accounting records and returns; or
- We have not received all the information and explanations we require for our audit.

Henton & Co LLP.

Pavanjeet Bagri BA, FCA, CTA
For and on behalf of Henton & Co LLP

21 November 2017

Chartered Accountants
Statutory Auditor

Northgate
118 North Street
Leeds
LS2 7PN

Henton & Co is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

HAMARA HEALTHY LIVING CENTRE

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2017

	Notes	Unrestricted Funds £	Restricted Funds £	Permanent Endowment Funds £	Total Funds 2017 £	Total Funds 2016 £
Income from:						
Grants and donations	2	2,939	662,633	-	665,572	522,421
Charitable activities	3	288,177	2,730	-	290,907	285,305
Other income		2,311	-	-	2,311	-
Total income		293,427	665,363	-	958,790	807,726
Expenditure on:						
Charitable activities - direct costs	4	308,557	542,552	-	851,109	709,633
Charitable activities - indirect costs	5	125,143	13,237	21,661	160,041	165,684
Total expenditure		433,700	555,789	21,661	1,011,150	875,317
Net income/(expenditure)		(140,273)	109,574	(21,661)	(52,360)	(67,591)
Transfers between funds	6	102,596	(102,596)	-	-	-
Net movement in funds		(37,677)	6,978	(21,661)	(52,360)	(67,591)
Reconciliation of funds:						
Total funds brought forward		280,576	8,316	840,448	1,129,340	1,196,931
Total funds carried forward		242,899	15,294	818,787	1,076,980	1,129,340

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FINANCIAL STATEMENTS

BALANCE SHEET AS AT 31 MARCH 2017

		<u>2017</u>		<u>2016</u>	
	Notes	£	£	£	£
<u>Fixed assets</u>					
Tangible assets	10		913,045		924,669
<u>Current assets</u>					
Debtors	11	70,826		44,335	
Cash at bank and in hand		118,891		173,425	
		<u>189,717</u>		<u>217,760</u>	
<u>Current liabilities</u>					
Creditors : amount falling due within one year	12	(25,782)		(13,089)	
Net current assets			<u>163,935</u>		<u>204,671</u>
Total assets less current liabilities			<u>1,076,980</u>		<u>1,129,340</u>
<u>Funds</u>					
Restricted	15		15,294		8,316
Unrestricted	16		242,899		280,576
Permanent endowment	17		818,787		840,448
Total funds			<u>1,076,980</u>		<u>1,129,340</u>

For the year in question, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006. However, an audit is required in accordance with section 144 of the Charities Act 2011.

Directors' responsibilities:

- 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 of the Act,
- The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 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.

Approved by the trustees on 21 November 2017 and signed on their behalf by:

Mohammed Farouk

Director / Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

1. ACCOUNTING POLICIES

a) Basis of preparation of accounts – The financial statements are prepared under the historical cost convention and in accordance with the Companies Act 2006 and with 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 2015), and with Financial Reporting Standard 102. Hamara Healthy Living Centre meets the definition of a public benefit entity under FRS102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

This is the first year in which the financial statements have been prepared under FRS 102. There are no transition adjustments.

b) Tangible fixed assets and depreciation – Fixed assets are stated at cost less accumulated depreciation. The cost of minor additions are not capitalised. Depreciation is provided to write off the cost of assets over their useful life at the following rates:

Land & Buildings	2% straight line basis
Office Equipment	20% reducing balance basis
Fixtures & Fittings	20% reducing balance basis
Motor Vehicles	20% reducing balance basis

c) Income – All income is included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Income received by the way of grants is included in full in the Statement of Financial Activities when receivable, and matched to specific time periods or expenditure where appropriate.

Income from charitable activities which include hall/room hire, café sales, gym income and the provision of other charitable services are included when earned and receivable.

d) Expenditure – Expenditure is recognised on the accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the costs linked to the strategic management of the charity.

Costs are allocated between the funds on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on the basis of total income. This apportionment is then compared to the budget for each fund/activity and limited to the budgeted amount if necessary.

e) Fund accounting – Unrestricted funds are available for the use at the discretion of the trustees in furtherance of the general objectives of the charity.

- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

f) Leasing – Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

g) Pensions – the charity operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the profit and loss account in the year they are payable.

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

2. GRANTS AND DONATIONS

	Unrestricted Funds	Restricted Funds	Permanent Endowments	Total Funds 2017	Total Funds 2016
	£	£	£	£	£
Learning Disabilities (Adult SS)	-	149,067	-	149,067	147,925
Connect For Health	-	70,279	-	70,279	18,054
Health (NHS Leeds)	-	66,500	-	66,500	70,000
Sports 4 Life	-	60,027	-	60,027	15,240
Comic Relief	-	47,214	-	47,214	23,382
Old Peoples (Social Services)	-	41,458	-	41,458	41,458
Leeds Guaranteed Fund	-	31,288	-	31,288	-
Engage	-	31,032	-	31,032	21,156
Patient Ambassadors	-	25,259	-	25,259	-
Talent Match	-	23,608	-	23,608	23,365
Leeds Community Foundation	-	20,518	-	20,518	20,518
Talk English	-	17,397	-	17,397	7,303
Dementia	-	13,185	-	13,185	-
Strategic Grants	-	13,000	-	13,000	-
Refugee Fund	-	11,448	-	11,448	-
LUFC	-	11,250	-	11,250	15,000
Reed Work Routes	-	9,484	-	9,484	-
Leeds Womens Aid	-	9,333	-	9,333	(415)
Winter Warmth	-	5,000	-	5,000	-
YCC	-	3,406	-	3,406	-
WYCA	-	2,880	-	2,880	-
Luncheon Club	1,439	-	-	1,439	-
Supplementary School	1,500	-	-	1,500	2,610
Ignite UnLtd	-	-	-	-	40,000
Joseph Rowntree Charitable Trust	-	-	-	-	28,220
WEF	-	-	-	-	15,012
Lloyds TSB Foundation	-	-	-	-	15,000
WYPC	-	-	-	-	6,210
Garfield Weston	-	-	-	-	5,000
General Fund	-	-	-	-	3,920
Community Foundation	-	-	-	-	3,463
	2,939	662,633	-	665,572	522,421

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

3. CHARITABLE ACTIVITIES

Hamara income in respect of grants and contracts for education, training and development:

	Unrestricted Funds	Restricted Funds	Permanent Endowments	Total Funds 2017	Total Funds 2016
	£	£	£	£	£
Hope	-	-	-	-	3,750
Halo	226,176	-	-	226,176	188,359
Community Café	15,125	-	-	15,125	12,177
Gym	2,518	-	-	2,518	1,630
Luncheon Club	957	-	-	957	206
Supplementary School	10,981	-	-	10,981	7,172
General Fund	23,970	-	-	23,970	49,640
Cockburn Sports Hall	3,200	-	-	3,200	-
Awards Dinner	5,250	-	-	5,250	2,000
Other Income	-	2,730	-	2,730	20,371
	288,177	2,730	-	290,907	285,305

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

4. DIRECT CHARITABLE EXPENDITURE

	Unrestricted Funds	Restricted Funds	Permanent Endowments	Total Funds 2017	Total Funds 2016
	£	£	£	£	£
Salaries & Pension costs	262,163	366,737	-	628,900	507,063
Reallocated PAYE costs	(42,541)	42,541	-	-	-
Support costs:					
Awards & Grants	-	19,518	-	19,518	25,612
Project Activities	15,296	66,284	-	81,580	61,308
Community Café & Catering	20,240	132	-	20,372	25,288
Events & Promotion	13,543	11,639	-	25,182	29,680
Volunteer Travelling & Training	-	1,424	-	1,424	308
Freelance Staff	22,279	4,400	-	26,679	25,452
Severance Costs	-	-	-	-	2,847
Staff training, Travel & Welfare	5,454	9,722	-	15,176	9,303
Mini Bus and Trips Expenses	8,305	17,419	-	25,724	19,354
Board Training & Expenses	3,770	-	-	3,770	3,031
Room Hire	48	2,736	-	2,784	387
	308,557	542,552	-	851,109	709,633

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

5. INDIRECT CHARITABLE EXPENDITURE

	Unrestricted Funds £	Restricted Funds £	Permanent Endowments £	Total Funds 2017 £	Total Funds 2016 £
Premises costs					
Rent and rates	11,952	-	-	11,952	5,113
Light and heat	14,490	-	-	14,490	14,218
Insurance and warranties	6,213	203	-	6,416	4,316
Insurance claim expense	-	-	-	-	20,770
Repairs and renewals	15,488	540	-	16,028	7,283
	48,143	743	-	48,886	51,700
Office Costs					
Telephone and internet	5,094	-	-	5,094	4,887
Advertising, printing, marketing and promotion	2,803	-	-	2,803	3,003
Postage and stationery	2,518	2,441	-	4,959	5,087
Dues, subscription/publication	3,381	663	-	4,044	3,033
IT equipment maintenance	2,962	840	-	3,802	2,806
Cleaning and consumables	9,860	-	-	9,860	8,261
Equipment hire	45	-	-	45	426
Miscellaneous expenses	-	1,500	-	1,500	2,323
Storage	1,185	-	-	1,185	949
Office and other equipment	1,188	474	-	1,662	2,160
	29,036	5,918	-	34,954	32,935
Professional Fees					
Accountancy charges	2,500	-	-	2,500	2,500
Audit fee	3,750	-	-	3,750	3,750
Health and safety	545	-	-	545	2,252
Recruitment	176	36	-	212	180
Consultancy (educational and resource)	27,536	6,540	-	34,076	39,759
	34,507	6,576	-	41,083	48,441
Depreciation					
Land and buildings	-	-	21,661	21,661	21,661
Office equipment	5,364	-	-	5,364	5,935
Fixtures and fittings	1,712	-	-	1,712	1,709
Motor vehicle	6,381	-	-	6,381	3,303
	13,457	-	21,661	35,118	32,608
	125,143	13,237	21,661	160,041	165,684

6. FUND TRANSFERS

The fund transfers relate to a further proportion of general costs, shown as unrestricted expenditure in the financial statements, but can actually be attributed to restricted funds as disclosed in note 15 below, because such projects were complete and the funds had been fully expended at the year-end date; surplus expenditure spent out of unrestricted funds and capital funds spent, which fulfil the restricted purpose, were therefore transferred from unrestricted funds.

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

7. NET OUTGOING RESOURCES FOR THE YEAR

	2017	2016
This is stated after charging:		
	£	£
Depreciation	35,118	32,608
Audit Fee: Henton & Co	3,750	3,750
Accountancy Fee: Henton & Co	2,500	2,500

8. STAFF COSTS AND NUMBERS

No remuneration was paid to the trustees in the year. The staff costs were as follows:

	2017	2016
	£	£
Wages and Salaries:		
Charity Only	588,959	473,561
Social Security	42,541	31,502
Pension Cost (defined contribution schemes)	-	-
	<hr/> 631,500	<hr/> 505,063

No employee received remuneration of more than £60,000.

During the year, the Trustees were paid expenses amounting to £3,770 (2016 - £3,030).

9. TAXATION

As a charity, Hamara Health Living Centre is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or S256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

10. TANGIBLE FIXED ASSETS – CHARITY

	Freehold Land & Buildings	Office Equipment	Fixtures & Fittings	Motor Vehicles	Total
Cost	£	£	£	£	£
As At 01/04/2016	1,083,030	126,476	50,025	32,844	1,292,375
Additions	-	3,081	1,720	23,300	28,101
Disposals	-	-	-	(7,199)	(7,199)
As At 31/03/2017	1,083,030	129,557	51,745	48,945	1,313,277
Depreciation					
As At 01/04/2016	202,151	102,738	43,184	19,633	367,706
Charge for the period	21,661	5,364	1,712	6,381	35,118
Disposals	-	-	-	(2,592)	(2,592)
As At 31/03/2017	223,812	108,102	44,896	23,422	402,824
Net Book Value					
As At 31/03/2017	859,218	21,455	6,849	25,523	913,045
As At 01/04/2016	880,879	23,738	6,841	13,211	924,669

The Freehold Land & Buildings are subject to legal charges in favour of Leeds City Council and the Big Lottery Fund.

11. DEBTORS

	2017 £	2016 £
Trade Debtors	68,226	39,034
Other Debtors	2,600	5,301
	<u>70,826</u>	<u>44,335</u>

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

12. CREDITORS

Amount falling due within one year	2017 £	2016 £
Trade Creditors	6,885	5,136
Tax and Social Security	11,144	839
Accruals	<u>7,753</u>	<u>7,114</u>
	<u>25,782</u>	<u>13,089</u>

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	Permanent Endowments £	Total Funds £
Tangible Fixed Assets	94,258	-	818,787	913,045
Net Current Assets	148,641	15,294	-	163,935
Net Assets at 31 March 2017	<u>242,899</u>	<u>15,294</u>	<u>818,787</u>	<u>1,076,980</u>

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

14. SUBSIDIARY UNDERTAKINGS

The charitable company has the following subsidiary company, which is limited by guarantee, not having share capital.

Name:	Hooner Kelah Minority Ethnic Women's Training Project Community Interest Company
Incorporated in:	England & Wales
Activity:	Help disadvantaged women from minority ethnic backgrounds

Financial information for the year ended 31 March

	<u>2017</u>	<u>2016</u>	<u>2015</u>
	<u>£</u>	<u>£</u>	<u>£</u>
Turnover	-	4,740	34,499
Total costs	-	(11,464)	(25,991)
Loss	-	(6,724)	8,508
Fixed assets	2,606	3,179	3,877
Current assets	146	200	6,813
Current liabilities	-	-	(587)
Creditors due over one year	(33,171)	(33,171)	(33,171)
Net assets/ (liabilities)	(30,419)	(29,792)	(23,068)
Income funds:			
Restricted funds	-	-	-
Unrestricted funds	(30,419)	(29,792)	(23,068)
Shareholder funds	(30,419)	(29,792)	(23,068)

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

15. RESTRICTED FUNDS

	Balance at 31/03/2016	Incoming resources	Outgoing resources	Transfers in / (out)	Balance at 31/03/2017
	£	£	£	£	£
Comic Relief	16,311	47,214	(35,115)	(5,440)	22,970
Community First Fun Days	3,076	-	-	(3,076)	-
Connect For Health	-	70,279	(46,074)	(24,205)	-
Dementia	-	13,185	(1,936)	-	11,249
EIF	(25,346)	-	-	25,346	-
Engage	-	31,032	(18,750)	(12,282)	-
Garfield Weston	5,000	-	-	-	5,000
Health (NHS Leeds)	2,556	66,500	(52,267)	(16,789)	-
Joseph Rowntree Charitable Trust	2,200	-	-	(2,200)	-
Lead the Change	20,275	-	(21,392)	1,117	-
Learning Disabilities (AdultSS)	845	149,067	(112,349)	(35,812)	1,751
Leeds Community Foundation	18,518	20,518	(34,374)	(4,662)	-
Leeds Guaranteed Fund	-	31,288	(24,753)	(6,535)	-
Leeds Womens Aid	-	9,333	(8,341)	(992)	-
LHF coins 4 Communities	1,195	-	-	(1,195)	-
Lloyds TSB	13,500	-	(13,500)	-	-
LUFC	-	12,250	(9,846)	(6,154)	(3,750)
Old Peoples Services	-	41,458	(32,101)	(9,357)	-
Patient Ambassadors	-	25,259	(18,011)	(7,248)	-
Reed Work Routes	-	9,484	(9,984)	(301)	(801)
Refugee Fund	(3,065)	11,448	(9,775)	(109)	(1,501)
Sports 4 Life	(35,297)	60,026	(65,965)	4,779	(36,457)
Supplementary School	(19,705)	-	-	19,705	-
Talent Match	-	23,609	(16,509)	(7,100)	-
Talk English	2,543	17,397	(12,061)	(5,336)	2,543
Strategic Grants	-	13,000	(290)	-	12,710
Winter Warmth	-	5,000	(5,000)	-	-
WYCA	-	2,880	(1,300)	-	1,580
YCC	-	5,136	(6,096)	960	-
WYPC	5,710	-	-	(5,710)	-
	8,316	665,363	(555,789)	(102,596)	15,294

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

16. UNRESTRICTED FUNDS

	Balance at 31/03/2016	Incoming resources	Outgoing resources	Transfers in / (out)	Balance at 31/03/2017
	£	£	£	£	£
General fund	280,576	293,427	(433,700)	102,596	242,899
	280,576	293,427	(433,700)	102,596	242,899

17. PERMANENT ENDOWMENTS

	Balance at 31/03/2016	Incoming resources	Outgoing resources	Transfers in / (out)	Balance at 31/03/2017
	£	£	£	£	£
Henry Smith Trust	118,225	-	(3,047)	-	115,178
SRB 4	149,372	-	(3,850)	-	145,522
New Opportunities Fund	187,090	-	(4,822)	-	182,268
Neighbourhood Renewal Fund	157,456	-	(4,058)	-	153,398
LCC Capital Grant	157,456	-	(4,058)	-	153,398
Tudor Trust	39,512	-	(1,018)	-	38,494
Percy Bilton Trust	3,556	-	(92)	-	3,464
Rank Trust	2,369	-	(61)	-	2,308
Sykes Trust	1,975	-	(51)	-	1,924
Trinity Methodist Church	849	-	(22)	-	827
Leeds City Council	22,588	-	(582)	-	22,006
	840,448	-	(21,661)	-	818,787

The above-mentioned funds were used for the development, reconstruction and refurbishment of Hamara Healthy Living Centre. These funds are represented by tangible fixed assets.

18. PURPOSES OF RESTRICTED FUNDS

EIF – Our Gateway project was funded by the Home Office European Integration Fund (EIF) for one year to improve the integration of women who are Third Country Nationals (TCN's). The project was delivered in partnership with Womenzone, a sister organisation based in Bradford. To deliver ESOL classes to women who have been in the country for 10 years or less and who are Third Country Nationals (non EU passport holders). The programme will aim to help 100 eligible women to integrate into the host community through activities such as ESOL, IT, employability, health and wellbeing.

LUFC – This sporting chance project is led by The Leeds United Foundation with Hamara as an integral partner. The project is aimed at targeting 14 – 25 year old ex-offenders deemed at risk of adopting a life of crime. The project aims to reduce the likelihood of individual re-offending and will look to improve their life chances and future prospects and provide opportunities for employment and training within the scheme or via one of our partner organisations. We deliver a variety of workshops such as health and wellbeing, community cohesion, education and employability skills. We undertake outreach activities such as detached schools visits, home visits and youth clubs to engage young people, giving them alternative choices to offending, re-offending and anti-social behaviour. Through establishing appropriate referral mechanisms we liaise with partners to identify individuals and offer one to one support and mentoring to keep participants on track.

LEARNING DISABILITIES (ADULTSS) – There are two Learning Disabilities (HALO) projects, both funded by Leeds City Council and the primary aims are to work with adults with learning difficulties. Hamara offers a day care service for users as well as a pickup and drop off service.

ENGAGE – This is funded by Leeds City Council and focuses on preventative NEET work (young people who are not in employment, education or training) working with 11 – 19 year olds. It provides social and personal development opportunities for young people to raise their aspirations.

HEALTH (NHS LEEDS) – The health programme focuses on eliminating inequalities and factors which contribute to it. The project promotes, encourages and facilitates good health and well-being by providing people with opportunities to enjoy and maintain a healthier lifestyle. Working on the adage "prevention is better than cure" our experienced and qualified staff run various activities for all age groups which compliments a number of national health initiatives such as Change4life and 5-a-day. In collaboration with our partners such as Leeds City Council Public Health, GP's and Schools. The project focuses on; raising awareness of health issues within the community, providing advice and information, signposting, making referrals, and promoting health eating. Healthier living and encouraging participation into physical activity to help people lead less sedentary lives.

OLD PEOPLES (SOCIAL SERVICES) – This Project is funded by Leeds City Council and the primary aims are to make people feel safer in their homes and out on the streets, reduce isolation, improve both mental and physical health and generally improve their quality of life. To achieve this we provide a number of services including advocacy service, benefits advice surgeries, bioptron-light therapy, outreach, home visits, luncheon/social club, walking group, family trips and personal and home safety.

LEAD THE CHANGE – Unlimited funding was secured to support social entrepreneurs, in particular this poses an interesting challenge for Hamara in being our first tranche of funding which we will be distributing (via small grants) to individuals seeking to develop a social enterprise linked to social impact.

JOSEPH ROWNTREE CHARITABLE TRUST – The West Yorkshire Racial Justice Programme has developed a scheme to look at addressing Islamophobia through strengthening shared identity (work which strengthens Muslim communities to become more confident in tackling Islamophobia), Islam in Britain (building understanding of Islam in a British context), promoting rights (building resilience and promoting positive messages), and solidarity (bringing Muslim and non-Muslim communities together).

18. PURPOSES OF RESTRICTED FUNDS (CONTINUED)

LLOYDS TSB FOUNDATION – This grant was to maintain the role of the Project Manager which has been an integral and essential element of the service delivery. The role has been instrumental in developing the relationships with partner agencies to develop the courses and the training as well as providing the day to day support and supervision to the delivery staff.

TALENT MATCH – Talent Match targets 18-24 year olds who are furthest away from the job market, including those who are outside the benefits, work or training system and facing severe barriers to gaining the skills they need to get into work. Talent Match aims to engage with young people who have been unemployed 12 months or more, and who require intensive support and coaching through a Key Worker approach to access a flexible and responsive pathway which will support them to get into, or closer to work.

STEP UP - Funded for 3 years by Comic Relief Hamara launched its new youth project called Step Up. The project provides support to young people aged 11 – 18 years predominately for South Asian communities who are involved in or at risk of Child Sexual exploitation. The project aims to develop community and individual resilience to child sexual exploitation, by providing one to one support, workshops and training for young people, their families and professionals to keep them safe and reduce the risks of Child Sexual Exploitation (CSE).

LEEDS GUARANTEE - The project aims to engage and motivate young people aged 16 – 21 years who are not in education, employment or training to fully participate in a volunteer programme that enables young people to develop soft skills that facilitates progression into learning and employment opportunities.

SPORT 4 LIFE - Funded by Sport England Sport 4 Life aims to create a sporting habit for life within South Leeds for all ages and abilities. The project also skills up people in the community, providing sports and leadership training enabling volunteers to run sessions within the community. Sport 4 Life aims to increase participation in sport and fitness within South Leeds in parks, community centres and schools at different times of day, providing more opportunities for people to take part in sport and fitness.

CONNECT 4 HEALTH - is a friendly, local social prescribing service for people who live in South and East Leeds. We provide access to local groups and activities that could help you make a positive change.

DEMENTIA - Funded by Leeds Community Foundation to experiment with and tailor different Dementia services and activities. We now offer dementia friendly activities on Tuesday's, Wednesdays and Thursdays predominately but not exclusively for the indigenous community.

LEEDS COMMUNITY FOUNDATION - Healthy Hearts is a project which allows service users to participate in Health Checks and Well-Being Charts and identify any Health & Wellbeing goals they would like to set for themselves. They are supported towards their goals and provided information available services they receive free gym access for 3 months as an incentive.

LEEDS WOMENS AID - Supported by Women's Lives Leeds Consortia of 12 women's organisations and funded by the Big Lottery's grant. Project aims to deliver English programmes and respond to expressed needs of the BME women in Leeds as identified in the Leeds Women & girls Consortium through the work carried out in the Evidence of Needs exercise. Furthermore, began to tackle the challenges faced by BME women and in particular South Asian women who are facing many barriers and challenges.

PATIENT AMBASSADORS – The Service is a person centred, open ended support offered to patients registered with 9 GP surgeries in LS9 area as part of the Leeds 9 Collaboration (partnership between Hamara and the NHS).

REED - Work routes is a three-year project funded through European Social Fund which started on the 21st November 2016. This Provision is voluntary and focuses on a package of tailored support to address worklessness of unemployed disadvantaged individuals. The provision engages with the individual, identify and address barriers to work, using a range of specialist support/provision to move the Participant into sustained work at the earliest opportunity.

HAMARA HEALTHY LIVING CENTRE

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2017

18. PURPOSES OF RESTRICTED FUNDS (CONTINUED)

REFUGEE FUND - This funding was received from the refugee welfare fund to start working with refugees part funded through the Syrian fund within Leeds City Council.

TALK ENGLISH - Funded by the Department for Communities and Local Government (DCLG), the Talk English project has improved the language skills and confidence of people who speak little or no English living in the northwest of England and West Yorkshire.

OTHER – Hamara has also received funding from LCF for Winter Warmth Project and Strategic Grants Networking, WYCA, WYPC and Yorkshire Cricket Foundation.