

LGBT

foundation

LGBT FOUNDATION LIMITED

(A Charitable Company Limited by Guarantee)

formerly known as
THE LESBIAN AND GAY FOUNDATION LIMITED

Annual Report, Financial Statements and Impact Report

**For the financial year ended
31 March 2015**

Registered Charity No. 1070904
Company No. 03476576

Our Objects

To preserve and promote the good health, and in particular the physical, sexual and mental health of:

- Persons who are lesbian, gay, bisexual and transgendered
- Persons in doubt of their sexual identity;
- Persons diagnosed with HIV and related illnesses; and
- Any persons who may be affected or involved with any of the above, particularly partners and families.

And to provide relief for such people in need thereof at times of mental and emotional stress.

Our Strategic Framework (during 2014-15)

Our Mission

Ending Homophobia, Empowering People

Our Vision

We believe in a fair and equal society where all lesbian, gay and bisexual people can achieve their full potential.

Our Strategic Goals

Supporting Individuals - The LGF will support lesbian, gay and bisexual people to increase their skills, knowledge, and self-confidence to improve health and wellbeing.

Strengthening Communities - The LGF will work in partnership with others to build a strong, cohesive and influential lesbian, gay, bisexual and trans community sector.

Promoting Equality - The LGF will promote awareness, visibility and inclusion of lesbian, gay and bisexual people to achieve full equality.

Developing Excellence - The LGF will continuously develop its people, systems and procedures to deliver and sustain excellence for all of our beneficiaries.

Our Values

Innovation Diversity Excellence Fairness Integrity Engagement

LGBT Foundation

Number 5, Richmond Street, Manchester, M1 3HF

www.lgbt.foundation

Email: info@lgbt.foundation

Tel: 0345 3 30 30 30

Fax: 0161 235 8036

The above strategic framework relate to 2014/15. This has been amended for 2015/16 and these can be found on page 26.

For the year ended 31 March 2015

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Our Annual Review 2014/15 (which is also referred to as our 'Impact Report'),
is the summary, community version of this Annual Report.
It can be viewed at: www.lgbt.foundation/about-us/annual-reports

We're delighted to present to you our first Annual Report as 'LGBT Foundation', (formerly known as The Lesbian & Gay Foundation). In August 2014 we made the very important decision to become a trans-inclusive charity, following many months of consultation with local trans community groups, individuals and trans community leaders. Subsequently we received a formal request to expand our remit to include gender-identity, which was unanimously approved by the Board. Going forward, we remain very lucky to retain the advice and support of these trans groups, who will help to shape our services over the coming years. We've recently secured a four-year grant from the Big Lottery Fund's *Reaching Communities* programme, to help make this a reality. Whilst there'll be a necessary period of learning, this is a very exciting development, and we're looking forward to the differences we can make together.

On a more sombre note, it's been several years since the UK first entered recession, accompanied by annual cuts in public funding. Inevitably, the significant reductions made to the income of local authorities, has had an impact on the funding then made available to the voluntary sector. Sadly, as with many small-to-medium sized charities, we haven't been immune to these cuts. As a result, we've recently had to further reduce our staff team and we've lost valued members who dedicated many years of incredible service to the charity and our service-users. We would like to pay tribute to them, and we will acutely miss them and their contribution. We're therefore very grateful to all our current funders and partners, both old and new, whose support is critical during these times of austerity.

We're also very encouraged by the proactive approach and forward-thinking nature of our colleagues. The charity has demonstrated considerable resolve, with strategic discussions focused on a positive future and our ability to adapt. The development of business cases are based on research and evidence of need, and in many cases, demonstrating the cost-effectiveness of our preventative approach. We therefore remain very confident of our ability to both create and seize opportunities, and we'll continue to argue the case for investment in LGBT services. For as long as LGBT people continue to face discrimination and health inequalities, they deserve no less.

We'd additionally like to thank all our staff and volunteers, who continue to run a wide range of amazing services. During the year, we've read many positive case-studies and feedback quotes, alongside outcomes and satisfaction rates that would be the envy of many world-class organisations. They act as important reminders of why we're here, and why we do what we do. We hope you'll similarly feel encouraged in reading our achievements within this year's Annual Report, and to join us in our fight for a fair and equal society.

David McGovern, Chair of the Board of Trustees
Paul Martin OBE, Chief Executive

If you'd like to join us, there are number of ways to become involved, including:

- Register for our free, weekly e-Bulletin, providing you with up to date information and stories (at www.lgbt.foundation/register);
- Follow us on Twitter, for all the latest news and events (@LGBTfdn) and find us on Facebook ('LGBT Foundation').
- Become a volunteer, helping to support our services and office functions; and
- Join our monthly donor scheme, helping to make sure we can finance our work (www.lgbt.foundation/donate)

For more information on any of these opportunities, please **call us** on 0345 3 30 30 30; **email us** at info@lgbt.foundation; or **visit our website** at www.lgbt.foundation

Becoming the LGBT Foundation

Previously as The Lesbian & Gay Foundation (LGF), the charity focused on the needs of LGB people, whilst always being an integral part of the wider, local LGBT community. However, as well as supporting trans people who identified as LGB, we increasingly noticed an increase in the number of trans people accessing our services.

Additionally, over the past few years, we've worked hard to strengthen our links with local trans groups, helping to promote their activities and offering space at our Community Resource Centre. The development of these relationships led to 18 months of conversations, meetings, and consultations with trans activists and groups. Led by our Chief Executive, the monthly consultation meetings included the following trans groups: TransForum Manchester, MORF, Sparkle, BUFF, Trans Ramblers, Butterflies, Marlin, SOFFAs, Trans 5-a-side Football, Press For Change and Manchester Concord.

Recognising that these local trans groups have limited capacity, operating at specific times and relying on the dedication and hard work of local volunteers, they formally asked our Board to become a trans inclusive charity. This led to agreement by our Trustees, and the announcement in a joint-press release in August 2014. Everyone recognised that the charity wouldn't be able to change overnight, but that the process would be gradual, and would in all likelihood take several years to complete. Very positively, significant progress has already been made, and in July 2015 we were fortunate enough to be awarded a Reaching Communities grant, to launch a specific trans programme of work.

The aim of these changes is not to replace the local trans groups, but instead to complement and build upon their work, providing services and resources that they're currently unable to. By working together, we believe there are many benefits for all of the groups involved, and most importantly, for the trans people we work with.

As such, the meetings with local trans groups remain ongoing and the members have now become our Trans Community Action Panel. This acts as a monthly project advisory group, and greatly helps us in extending our reach. We remain very grateful for their continued support and considerable expertise. Across the charity we've undertaken trans awareness training for our staff and volunteers; made relevant changes to our policies; and reviewed our current services to help ensure they're accessible and appropriate.

Given all these significant changes, it also seemed an opportune and appropriate time to update our name and strategic framework. Following further consultation with our stakeholders, on 1 April 2015, we officially became LGBT Foundation. We also amended our vision (which also now acts as our mission), as well as our Strategic Goals, Organisational Aims and Values. These are now as laid out on page 26 of this Report.

Who are trans people?

Trans is an umbrella and inclusive term used to describe the whole range of people whose own gender identity and/or gender expression differs in some way from the gender assumptions made about them at birth and from the consequent biological sex assigned to them. This applies not only to those who identify as transgender or intersex but to anyone who feels that the gender assigned to them at birth incompletely or does not at all describe their own innate gender identity. *(Trans* includes but is not limited to: Transgender, transsexual, genderqueer, non-binary, gender-fluid, gender nonconforming, intersex, third gender, twin spirited, transvestite, cross-dresser, bi-gender, trans man, trans women, agender, gender independent, and non-gender, as well as other non-binary identities).*

Report of the Board of Trustees For the year ending 31 March 2015

The Board of Trustees are pleased to present their annual report and the audited financial statements of LGBT Foundation, (formerly The Lesbian and Gay Foundation), for the year ended 31 March 2015. The statements appear in the format required by the Statement of Recommended Practice for Accounting and Reporting by Charities (revised March 2005). The report and statements also comply with the Companies Act 2006 as LGBT Foundation was incorporated by guarantee on 1 December 1997. It has no share capital and is a registered charity. The guarantee of each member is limited to £1. The governing document is the Memorandum and Articles of Association of the company and members of the Board of Trustees are the Directors of the company.

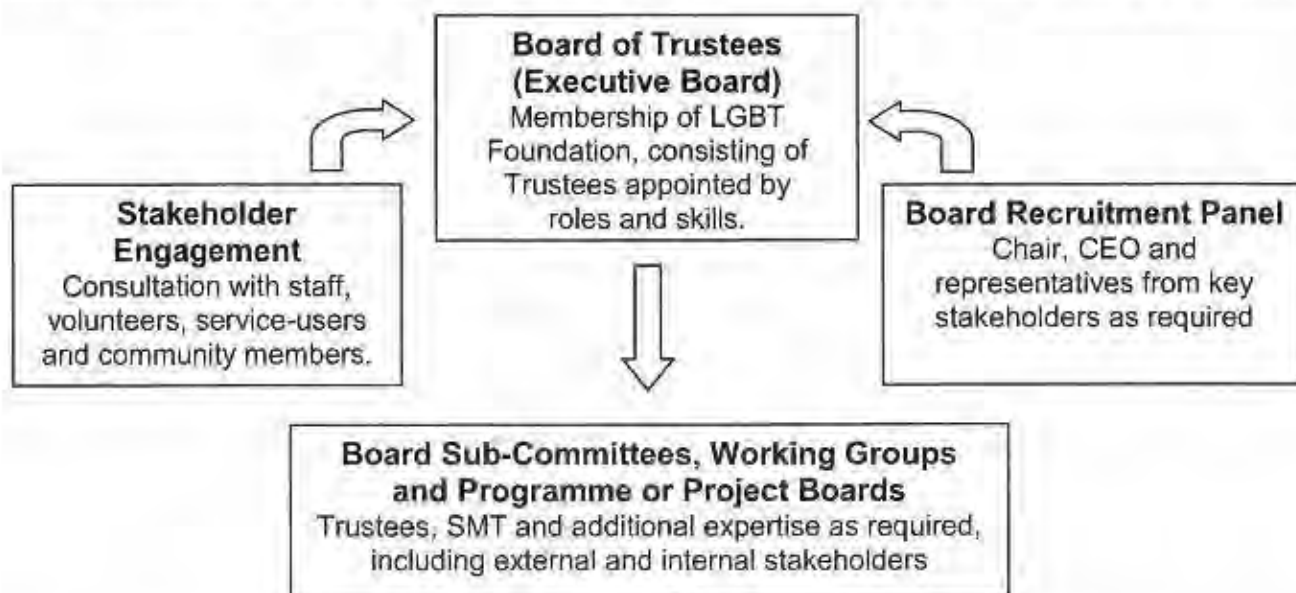
Structure, Governance and Management

The LGBT Foundation is governed by a Board of Trustees who also serve as Directors of the Company. Our various arrangements for governance are brought together in one place within our Governance Manual, which is reviewed on an annual basis.

LGBT Foundation's Leadership Model

The Board of LGBT Foundation also constitutes the membership of the Charity. The Board has a number of mechanisms in place to consult with key stakeholders, (such as Staff, Volunteers and Service users), to inform our work and decision-making.

The Board is also supported by involving a recruitment panel to oversee the recruitment of new Trustees. Trustees are recruited either through open recruitment, or identified by recommendation, based upon their skills and experience, and in line with the needs and aspirations of the Board.



Trustees are appointed for a three-year period on a rotational basis, with no limit on the number of times a Trustee can put themselves forward for re-election.

All new Trustees are required to undertake an induction programme, including the provision of an extensive induction pack, staff presentations, and peer-mentoring as desired. Trustee training needs are assessed and a programme of internal and external training arranged on an annual basis to meet these needs.

Full Board of Trustee meetings during 2014-15 were held on a monthly basis*, with strategic themes included within a standard agenda. In addition, any other strategic meetings are held as required. Responsibility for reviewing key areas of financial activity and policy is delegated to the Finance and Administration Sub-Committee (FASC), which reports back to the Board meetings. The Sub-Committee operates under agreed terms of reference and includes both Trustees and members of the Senior Management Team, as well as staff and at times, key external specialists. The day-to-day operations of LGBT Foundation, including finance, are delegated to the Chief Executive and his Senior Management Team.

**Note 1: The Board of Trustees now meet on a quarterly basis, with meetings extended from the previous two hours per meeting, to now half-a-day.*

The Board sub-committees during 2014/15 were:

- **Governance Sub-Committee** – maintains a scrutiny and review role to ensure effective governance structures are in place across the organisation.
- **Finance & Administration Sub-Committee** – maintains a scrutiny and review role to ensure effective financial, people and systems management across the organisation.
- **Performance Sub-Committee**** – Managers and relevant staff periodically attend Board meetings to present back progress against the annual objectives.

***Note 2: This Sub-Committee has now become the **Planning & Performance Sub-Committee**, with meetings commencing from September 2015. This will maintain an overview of project and programme performance, ensuring that (i) quality is maintained and/or increased; (ii) set targets are achieved; and (iii) ideas for innovation explored.*

Statement of Trustees' Responsibilities in Relation to Financial Statements

The charity's Trustees, (who are also the Directors of LGBT Foundation for the purposes of company law), are responsible for preparing the Trustees' Annual Report and 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 affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these 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 keeping proper accounting records that 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. They 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, as well as exercising proper financial controls.

Members of the Board of Trustees, who are Directors for the purposes of company law, and Trustees for the purposes of charity law, who served during the year and up to the date of this report are set out on page 28.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is 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 auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Public Benefit

The Trustees, in exercising their powers and duties, have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the public benefit guidance published by the Charity Commission. In preparing the report and accounts the Trustees have complied with the requirements set out in that guidance to report on the significant activities and achievements of the charity in 2014/15. They have reported in a way that both sets out the aims and strategies of the charity and demonstrates how the aims and activities of the charity were carried out for the public benefit.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that the systems are in place to mitigate the charity's exposure to the major risks.

Risks are identified through a number of routes, including output from Board of Trustees meetings and Committee meetings; via the regular cycle of Senior Management Team meetings; and through the annual planning cycle. Risks are recorded on the 'Risk Register', which identifies, for each risk, the steps required to mitigate the risk and the Trustee or member of the Senior Management Team responsible. The Risk Register forms part of Board and other related meetings, where it is reviewed on an ongoing basis.

Objectives and principal activities for 2014/15

All our principal activities support our objects, mission and vision. The four major areas of activity during 2014/15, (referred to as our strategic goals), were:

- (i) supporting individuals;
- (ii) strengthening communities;
- (iii) promoting equality; and
- (iv) developing excellence.

Our services include a wide range of community, health and support interventions, based on demand and evidence of need.

Health services continue to have a strong focus around HIV prevention and sexual health, through our Condom and Lube Distribution Scheme (CLDS), testing, campaigns, information, education and training. This year we continued to experience high demand for our community outreach clinics, as well as the number of postal Dry-Blood-Spot kits we were able to provide. As well as piloting a range of new men's workshops, we also broadened our netreach service, which engages with men who have sex with men (MSM) through social networking sites. Together, these enabled even more men to access the sexual health and wellbeing support they need.

"I used the HIV testing drop-in service for the first time this week. Everything from signing in, introduction, to the test itself was really great. I will use the service again and recommend to others." **Bradley, aged 29, Service User**

Our women's programme also made further significant progress in helping us to support lesbian and bisexual women. As well as a greater number of women accessing our range of generic services, we also saw more LB women accessing our targeted events and workshops; as well as signing up to our women's specific e-bulletin. In late 2013/14, we launched our women's health strategy 'Beyond Babies and Breast Cancer', which continued to be an important tool in 2014/15. At the instigation of Baroness Barker in December 2014, the first ever debate was held in the House of Lords exclusively on the subject of lesbian, bisexual and transgender women's issues.

We also continued to expand our mental health and wellbeing offering, with counselling, befriending, groupwork, pop-in and our helpline. During 2014/15, we additionally improved our intake and triage service. This enables us to provide a person-centered approach to the services we offer; and facilitate service-user choice across all of our services.

"I am writing this to express my gratitude for the service I have received. I worked with my Counsellor to put together specific short-term goals, which have been achieved and gave me food for thought. The counsellor was very professional, plus she had another quality, which I can't describe but which contributes to that "magic" of the therapy. A big thank you again, for the service you have provided to me" **Counselling Client, July 2015**

Our Community Resource centre has also hosted, for a minimal fee or without charge, the regular meetings of over 20 LGBT community groups, and even more on an ad-hoc basis. This helps ensure a safe, alcohol-free space in the centre of 'The Village' in Manchester, for people to socialise and receive peer support.

With the support of the Department of Health, we expanded awareness of LGB affirmative services across an increasing number of health settings. This included: (a) the expansion of 'Pride in Practice', a self-assessment quality standard for GP practices, with ongoing support and training; and (b) the increasing influence of our 'Community Leaders' programme. This skills-up volunteers, so that they can engage with the health infrastructure in their local areas, raising awareness of the needs of LGBT people.

"I wouldn't have had the confidence to speak to my GP without the poster being up. I am encouraging every GP Practice to have a poster displayed prominently: it could change the life of someone else like me. The LGBT Foundation saved my life" **Service User**

Although the start of 2014/15 sadly saw the last issue of our free, bi-monthly magazine 'Outnorthwest', we further expanded the content on our website; our use of social media; and face-to-face engagement. Having access to relevant advice, support and specialist information, remains a key need for LGBT community members.

Our Facebook page has increased in popularity over the year, with thousands of new 'likes' and similarly, our Twitter account has seen considerable expansion. These formats provide the ability to communicate to members of the community in an active way and, more importantly, in real time. This also allows the community to engage directly with us, providing feedback and comments that help us shape our services and our messages. We're also able to use these channels to effectively engage with other organisations and professionals with an interest or stake in LGBT issues. This has increased our ability to inform and influence mainstream services, and led to successful interactions to inform them of the needs of LGBT people.

Alongside these digital media channels, we additionally continued to produce printed resources, which were also available on our website to download. 2014/15 saw the production of new guides for lesbian and bisexual women, and members of the trans community, that have experienced sexual violence, complementing our existing (and recently revised) guide for gay and bisexual men. Furthermore, the provision of a range of training courses helped us reach a wide variety of people and organisations.

Over the past few years, we've grown our voice and significantly increased the voice of the community through the range of forums and networks we engage with and lead. We continue to act as the Lead Partner of the 'National LGB&T Partnership', and have led the Partnership to an even more comprehensive approach to raising awareness of the needs of LGBT people in health settings. This has involved meaningful dialogue with system partners regarding the importance of sexual orientation monitoring, as well as feeding in the views of LGBT communities, and the wider sector, to a number of key consultations throughout the year.

Our volunteer programme has continued to go from strength-to-strength, with a dedicated and enthusiastic team. We currently have nearly 180 active volunteers, providing vital hours on a weekly, monthly and annual basis to support the work we do. This has included delivery of some of our key support services, such as counselling, befriending, Village Angels and clinics. Together, they contributed over 6,231 hours of essential volunteering to help LGBT communities.

"Volunteering on the archive project has changed my life in so many ways. I have met so many wonderful people and I have a positive focus in my life now. It's helped me to give something back to the charity, who supported me and turned my life around and helped me become the person I am today." **David, volunteer**

Whilst these principal activities are not exhaustive of our work during 2014/15, they help to build a picture of the charity's comprehensive programme of activities to help benefit LGBT people and communities.

The Trustees have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the guidance on public benefit published by the Charity Commission.

Our Impact in Brief

Below is a brief overview of just some of our key achievements for 2014/15:

- Our services, information and resources were accessed 744,521 times during the year. (This figure excludes our condom and lube distribution scheme). Across all of our services, we had a satisfaction rate of 98%.
- We additionally distributed 507,904 condoms and 469,120 packets of lube, enabling safer-sex to happen over half-a-million times. We increased the number of distribution venues that our condom and lube distribution scheme (CLDS) operates from 159 to 194.
- We had another record year for people coming to our building in central Manchester, with at least 18,816 people accessing our services, training and events.
- We also supported 4,665 people through 196 netreach sessions on popular LGBT sites; and a further 21,486 people through outreach support. In particular, our Village Angels provided help and advice in central Manchester until 3am at the weekends.
- In partnership, we helped 1,476 men to have sexual health tests in community-based settings or via postal kits, a 301% increase compared to five years ago (2009/10).
- Our 'Well-Women' programme continued to grow, engaging 448 women in monthly workshops and annual events. The programme also regularly kept informed nearly 2,000 women, signed up to a dedicated women's e-bulletin. Overall, 96% of women attending our services reported an increase in their health and wellbeing.
- LGF Direct, (which combines our helpline, email support and pop-in service), supported a total of 3,454 people, an increase of 21% on the previous year. In particular, our pop-in service had an 84% rise in numbers, including eight people who were suicidal upon arrival. This service consistently achieves 100% satisfaction.
- Our trained counsellors supported 122 clients through 1,049 sessions, with 81% reporting an improvement in their mental health. As with previous years, we saw a rise in people affected by sexual abuse, with some needing longer-term support.
- Our befriending scheme helped another 39 people to reduce isolation and build self-confidence; as well as 220 people accessing 1,032 places at our six support groups.
- We supported 390 people with issues of hate crime across our services (a jump of 22%); with a further 63 people accessing our police and legal advice surgeries.
- Throughout the year, we distributed 119,585 resources and information guides, with printed copies physically distributed to 258 venues and other copies downloaded online. We also had 126 known articles about our work featured in external media.
- Our research programme involved 4,594 people during the year, and we expanded the number of LGBT statistics in our online Evidence Exchange to 4,552. We also responded to 65 local and national consultations about LGBT issues.
- Our website provided accessible information and advice 199,787 times to 149,084 unique users (a rise of 19%). Furthermore our social media channels, (such as Flickr and YouTube), were accessed an additional 274,717 times. We also increased our Twitter followers to 17,986; Facebook to 19,970, and our weekly e-bulletin to 4,912.
- 1 in 4 GP practices in Greater Manchester are now involved with our Pride in Practice scheme, collectively serving over 750,000 patients. We also trained 1,034 external staff (mostly 'health professionals'), with 100% recommending the training.
- We involved 179 volunteers in our work, who generously provided at least 6,231 hours of their time. Of these, 91% reported developing new skills through their involvement.
- We worked with 1,323 young people through our Manchester Youth Fund project, making schools, colleges and other youth settings safer places for LGBT students.

Principal Achievements for 2014-15

Goal 1: Supporting Individuals – We will support lesbian, gay and bisexual people to increase their skills, knowledge, and self-confidence to improve health and wellbeing.

- We had another record year for **visitors to our Community Resource Centre**, which we refer to as 'inreach'. During this period, we had 18,816 people access our building for services, support, training and information. Across all of our services, we had a **98% satisfaction rate**, of which six in ten people were 'very satisfied'. Furthermore, in other feedback, 95% of our services users said they'd recommend us in the 'Friends and Family Test'. This is the same test that NHS England are now using to assess whether patients would recommend NHS services to their friends and family.
- We saw a 21% increase in the number of people supported through '**LGF Direct**', totalling 3,454 people. This service includes our **Helpline, Pop-In and Email** support. These services provide immediate support; and vital information and guidance to some of the most vulnerable LGBT individuals. Without LGF Direct, many would struggle to find the help they need.
- 338 people benefitted from our **Pop-In Service**, which is an 84% increase on the previous year, reflecting how vital this service has become since its launch in September 2010. We consistently achieve 100% satisfaction from those who use the service, with many commenting on how easy it is to access. In 2014/15, this service saved the lives of at least eight LGBT people who were planning suicide, by providing urgent care, without the need for an appointment. Our staff worked with the emergency services to ensure they were kept safe and provided with ongoing support.
- Our range of **Support and Social Groups** provide safe and accessible spaces, for LGBT people to meet likeminded others and reduce their feelings of isolation and build confidence. Between them, these six groups provided 1,032 places and supported 220 individual people, with 90% reporting an improvement in their overall wellbeing as a result of accessing this service.
- In late 2014, as a result of community feedback and having identified a gap in existing provision, we launched a **new support group for young, gay and bisexual men**, (aged between 18 and 25). The group focuses on confidence building, self-esteem and enabling young men to socialise away from the mainstream LGBT scene. The group is going from strength-to-strength and many regular attendees welcome the opportunity to meet others in a safe and supportive environment.
- Throughout the year, we distributed **507,904 condoms and 469,120 packets of lube** across Greater Manchester, and expanded the number of distribution venues to 194 community points. Making sure that MSM can protect themselves from HIV and other STIs remains a top priority of ours. In a recent survey conducted with gay and bisexual (GB) men from the area, 79% use our Safer Sex packs, with the highest proportion picking up the packs on a monthly basis. The most popular reasons men selected for using our packs, relate to 'access'; namely, having easily accessible free-of-charge condoms and lube is important for GB men.
- For the first time, we piloted a small '**Club Drugs Clinic**' in partnership with Greater Manchester West Mental Health Foundation Trust. The clinic was accessed by gay and bisexual men, who identified as having complex needs around drug and sexual health issues. The learning from this project is helping to inform our future thinking and will help shape our support interventions looking forward.

- Through promotion and active engagement, we witnessed further growth in our **social media channels**. Our **website** received 149,084 unique users (a rise of 19%), with 432,815 page views. The proportion of 'first time visits' was up 10.2%, with the website being an important accessible source of information, advice and support. Poignantly, we saw a 264% increase in people who reached us by searching for "how to stop being gay"; reminding us of how impactful our web presence can be in a person's journey. We also grew our number of **Facebook** followers by 425% to 19,970; and similarly our number of **Twitter** followers by 30% to 17,986, enabling the instant sharing of information with a large number of people.
- During 2014-15, we received a total of 274,717 views to three of our **other main social media channels**. The main one of these is Flickr, with 243,569 views of our photos (with Manchester Pride 2014 proving to be the most popular album). We also had 1,839 views on Vimeo, and a further 29,309 views on our YouTube channel. Interestingly, 70% of the people who watched our videos were male with the remaining identifying as female. The topic of 'Poppers' still remains our most popular video, with 11,187 views over the past year.
- In total, we **distributed 119,585 resources** covering a wide variety of LGBT topics. Of these, 39,903 were downloaded from our website; and 79,682 were physically accessed from our unique network of 258 distribution points. Last year, we released an updated version of 'A Guide for Gay and Bisexual Men Affected by Sexual Violence'. We also produced a guide for lesbian and bisexual women; and a guide for trans people – these were the first guides of their kind in the UK and the latter was also the very first trans specific resource that LGBT Foundation had ever produced.
- In 2014/15 we continued to focus on increasing the reach of our **sexual health information**. As a result, we saw a 36% increase in the number of times our sexual health information was accessed, totalling 43,722 times. Providing useful information aimed at men who have sex with men (MSM), in an interactive and engaging way, is proving to be a growing success. This includes our innovative 'Quickies', which are short information videos covering sexual health topics.
- As well as our own media channels, we also **featured in external media** (such as magazines, radio and TV), at least 126 times. We received national media coverage through supporting Manchester Lesbian & Gay Chorus' *Safe to Sing* community event. This was held after two young men experienced a homophobic attack on the Metrolink tram. We attended the event and also shared hate crime statistics from our Community Safety Report, featuring in The Guardian and BuzzFeed. Similarly, our expertise was also sought after statistics were released reporting that there'd been a 20% rise in the numbers of hate crimes reported in Greater Manchester. We were interviewed by Granada Reports and Sky News, and also featured on Key 103, Heart FM and Capital radio. We were also featured in the Manchester Evening News, when we unveiled a plaque to commemorate the 50th anniversary of the Campaign for Homosexual Equality.
- We continued to work with Manchester Centre for Sexual Health, to provide vital community testing opportunities aimed at men who have sex with men (MSM). During the year, 396 MSM accessed a **rapid HIV test** through one of our clinics. We also saw a further 217 MSM attending our **Outreach Clinics**, which provides a full sexual health screening service. Of these combined 613 MSM, an average of 11% of session attendees had never tested before. These two types of clinic had satisfaction rates of 100% and 98% respectively.
- In addition to our community clinics, we continued to pioneer our **postal Dry Blood Spot HIV screening** service. With funding available until Jan 2015, we distributed 1,226 of these tests, of which 863 were received back by RU Clear for analysis. This represents a return rate of 70.4%, of which 12 MSM were identified as being HIV positive. *(NB. Cost effectiveness is considered to be 1 positive identification per 1,000).*

- In total, we enabled **1,476 HIV** tests to be undertaken last year through community based services and returned postal kits. This represents a 301% rise compared to five years earlier in 2009/10. This significant increase recognises our ongoing work to increase the number of opportunities for gay and bisexual men to test, as well as the success of our wide-reaching **sexual health campaigns**. Last year, 74% of MSM attending our clinics recognised our '*Do You Know Your HIV Status?*' campaign, which aims to improve awareness of both the importance and ease of testing.
- Established in 2014, the **Netreach** scheme has gone from strength to strength over the last 12 months. In 2014/15, we delivered 196 Netreach sessions on popular dating and social networking sites, such as Gaydar, Squirt and Fitlads. In total, we engaged 4,665 men through regular Netreach sessions, which provide a discreet and anonymous way to receive peer support and access information on a range of sexual health topics, some of the most popular being testing, porn, and condom use. So far, we've reached men from every county in England, as well as men in Europe, USA and even Australia.
- During the year we provided **sexual health 'learning'** to 1,096 participants in a range of settings (such as colleges). We also piloted a range of **seven workshops for men**, focusing on sexual health and pleasure, relationships, self-confidence, and more. In total, 51 men attended these new courses, with 90% feeling more confident; and 94% feeling more informed following the workshops.
- **Hate crime** continues to be a significant issue for the LGBT community. In 2014/15, we saw a 22% rise in the number of people who used our services to report, or seek support as a result of, this issue (totalling 390 people). We helped people in the immediate aftermath following a hate crime, as well as providing emotional support to those who are still living with the devastating impact of hate crime, many years after the incident took place. As well as being a **third-party hate crime reporting centre**, hate-crime is raised through our helpline, pop-in and email support, as well as counselling, befriending and our legal and police surgeries.
- Through our **Legal Advice Surgery** (in partnership with local solicitors O'Neill Patient) and our **Police Advice Surgery** (in partnership with GMP), we saw a total of 63 people. Across the two surgeries, examples of some of the key issues raised included: hate crime; harassment from neighbours; personal safety; family-law (including dissolving civil partnerships); work discrimination; and support around writing a will.
- Since its launch in December 2010, our **Befriending Service** has supported 120 LGBT people who've been experiencing isolation and low confidence. In 2014/15, we supported another 39 people through this valuable scheme, with a 100% satisfaction rating. Many who access the service experience isolation due to long-term health conditions, which then further impacts on their health and ability to access services. Through the support of our befriending volunteers, 94% saw an improvement in their wellbeing, which also has a positive impact on their health and overall confidence. Many of those who access befriending go on to become befriending volunteers themselves, as a way of giving something back to the scheme that has helped them to get back on their feet again.
- In September 2014, we launched an **Intake & Triage Service**, to better support some of our more vulnerable clients who were applying to our Befriending and Counselling Services. This new referral pathway streamlines and simplifies access to our services, for both our users and other health and social care professionals. Users who come to our services through this access point are offered an initial support meeting, where one of our workers will work collaboratively with them to identify their needs and goals, and then draw up a useful support plan. So far, almost 100 people have received support through this service, with many commenting on the usefulness of the support plans.

- In 2014/15, we supported 122 people through our **Counselling Service**, delivering 1,049 sessions. As a result, 81% reported an improvement in their mental health and wellbeing. Due to the media coverage of historical sexual abuse, we experienced an increase in referrals from those who have been affected by this issue, with some needing longer-term support than the standard 12-sessions on offer. As a result of this, we worked more closely than ever with specialist services such as Survivors Manchester.
- We opened our Community Resource Centre for the second year running during **Manchester Pride**. Over the 'Big Weekend' we offered a space for Pride-goers to refresh, recharge, and reconnect. A total of 719 people came to our community hub over the weekend, almost 200 more people than the previous year. We provided many services and activities including: a Buddying Service for those coming to Manchester Pride alone; a community café; a Trans make-up and changing room in association with Transforum; an LGBT Tea Dance; and a special Family day, to name just some of the activities. Manchester Public Health Development Services were also on hand to offer a range of health and wellbeing services. Tying in with the Pride theme of 'love', we used the hashtag #Love_is and provided a special video booth, with support from the BBC, for people to record their thoughts.
- As part of our **women's programme**, we've aimed to increase the number of women accessing our services. In 2014/15, a third (33%) of our service users identified as female. This compares to 22% in 2013/14. Furthermore, 96% of these women showed an improvement in their health and wellbeing as a result of these services.
- In addition to our general services, a further 448 women came to our **lesbian and bisexual women's specific events and workshops**. These included monthly skills-based workshops on topics ranging from stand-up comedy to web design; a film screening and discussion event for Black History Month; and our annual Sugar and Spice celebration of International Women's Day, which was attended by over 200 women.
- By the end of 2014/15 we had nearly 2,000 subscribers to our monthly **e-bulletin for lesbian and bisexual women**, which was only launched in February 2013. The e-bulletin aims to reduce isolation by letting women know about events, groups and services that are local to them and providing information on topical issues and volunteering opportunities.
- In 2014/15 we distributed 11,481 copies of our **information booklets for women**. These included our rewritten guide to sex and sexual health for women who have sex with women ('Beating About The Bush'), our booklet on cervical screening ('Are You Ready For Your Screen Test?') and our guide to breasts and breast health ('Thanks For The Mammaries').
- Our new resource, '**A Guide for Lesbian and Bisexual Women Who Have Been Affected by Sexual Violence**' was launched in November 2014. It was produced in time to coincide with the International Day for the Elimination of Violence against Women, and promoted accordingly. By the end of March 2015, it'd been downloaded 3,105 times from our website, making it our most popular download last year.
- As well as our inreach and netreach services, we also engaged with 21,486 people through our **events and outreach programme**. This number was increased considerably through our attendance at important events throughout the year, highlighting key issues such as HIV Awareness, Hate Crime, and LGBT equality and diversity. We also saw increased demand to attend Fresher's events at colleges and universities and a growing number of Pride events throughout Greater Manchester. Most of these events involved us having information stalls, where we talked about our work; distributed resources; and asked people to sign up to our e-bulletins for more information. This programme also included our community-safety initiative, the Village Angels, (please see below).

- As part of our outreach, our **Village Angels** continued to support people in Manchester's Gay Village during Friday and Saturday nights until 3am, (whatever the weather)! In total, a team of 24 volunteers, accompanied by our staff, engaged with 11,743 people. This included providing support, information, advice and signposting. Of these interactions, about 12% involved providing support to highly vulnerable people. These include victims of crime; people who are incapacitated and unable to get home due to alcohol or drug consumption; people who are homeless; and highly distressed people (for example, due to domestic abuse). Our Village Angels come from a broad range of backgrounds (including non-LGBT people), and many possess skills and experience that mean they're highly competent at providing onsite support. Volunteers also receive regular training from the North West Ambulance Service and Greater Manchester Police on issues that Village Angels are likely to encounter whilst on shift.

Goal 2: Strengthening Communities – We will work in partnership with others to build a strong, cohesive and influential lesbian, gay, bisexual and trans community sector.

- This year our **Community Leader's programme** benefitted from 70 volunteers, helping to ensure that services are designed and commissioned around the real needs of LGBT communities. Together, our Community Leaders attended 404 meetings, (including our Greater Manchester roadshow), raising issues on behalf of our community. Whilst particularly focusing on issues within health services, they also discussed the support needs of young LGBT people with faith leaders; highlighted the inequalities of BME LGBT people; and focused on the isolation of older LGBT people within social care. Other examples of important interventions include:
 - Working with foster care agencies and LGBT parent support groups to develop targeted information around LGBT people in care, and young people with learning disabilities.
 - Raising awareness of LGBT people and cancers as part of 'LGBT Cancer Support Alliance', which has continued to gather momentum. We've developed unique resources around male cancers, as well as highlighting issues such as LGBT attitudes to smoking. We've also supported LGBT people affected by cancer, to develop their own groups and share their stories for the benefit of enhancing services for all.
 - Supporting the LGBT staff network at NHS Central Manchester Foundation Trust. The network produces a bi-monthly newsletter and supports staff members to highlight equality and diversity issues within the Trust.
- In May 2014, we founded the bi-monthly **Village Action Forum**. This is chaired by our Chief Executive, and we provide free meeting space and secretariat support. The Forum was set up to allow for collaborative working, aiming to create a cleaner, tidier and safer Gay Village in Manchester. Each forum is attended by around 20 people interested in the health of the Village. Attendees include politicians, members of Manchester City Council, members of GMP, local business owners and developers.
- We responded to a total of **65 consultations** throughout the year. Our consultation responses intend to positively influence the policy and practice of local and national government and statutory bodies for the benefit of all LGBT people and communities across England. We contributed significantly to Manchester City Council's redesign of domestic violence and abuse services, attending strategic meetings over a period of six months and hosting focus groups and a survey for members of the LGBT community. This resulted in the current service tender specifically including a requirement to include LGBT people in domestic abuse service provision, for the very first time.
- We undertook research with 4,594 people, and expanded the number of **LGBT statistics in our Evidence Exchange** to 4,552. One particular research project we reported back on was a

commission by Public Health England to conduct focus groups with the LGBT community on the **topic of smoking**. There's long been an awareness that LGBT people are more likely to smoke compared to the wider population, but little understanding of why this might be. Our research was able to explore some of the motivations of LGBT people to start smoking and found that mainstream smoking cessation campaigns and services are unlikely to appeal to LGBT people. These findings will influence national work to tackle the harm caused by smoking, and have been cited in guidance to local authorities on tackling tobacco use locally.

- During the year, we provided **meeting space for external groups** 862 times, a rise of 13% on the previous year. Having somewhere safe and accessible is a fundamental requirement of many LGBT groups, as well as many others that meet in our centrally-located building. As well as long-standing groups such as Icebreakers (for gay or bisexual men who are just coming out or who are new to the area); Imaan (a vital group that provides support to LGBT people from an Islamic Faith background); and Butterflies (a trans support and social group); we also welcomed groups new to our centre last year, including Aspects (who provide support to LGBT people with autism) and Better Things (providing support to LGBT people with learning difficulties).
- We continued to act as the lead partner of the **National LGB&T Partnership**, which during the year brought together 12 other key LGB&T organisations across the country, as well as a stakeholder group of 749 organisations. This initiative is primarily funded by The Health and Care Strategic Partnership Programme, which enables us to work in equal partnership with the Department of Health (DH), NHS England and Public Health England (PHE). During the year, we continued to keep our members informed and involved through our monthly e-bulletin; and also wrote a range of factsheets on Trans health, as well as briefings for local authorities on LGB&T smoking and alcohol, amongst a comprehensive range of other outputs. We additionally produced the 'LGB&T companion to the Adult Social Care Outcomes Framework' (ASCOF), which is available to download from our website.
- Funding for the LGBT sector remains disproportionately low when compared with other equality sectors, and many small LGBT groups survive on relatively small amounts of income. Within our weekly e-bulletin we **promoted a total of 156 relevant funding sources** for individuals and groups in the community. This included a wide mix of national, regional and local funding opportunities, such as local authority Seedcorn Funds; the funds targeting smaller, local community organisations administered by Forever Manchester; and government funding for the Voluntary and Community Sector.
- Our policy and research team continued to produce **policy briefings** for the benefit of the LGBT sector, helping to analyse and summarise complex subjects. In particular during 2014/15, they focused on (i) Understanding the Care Act 2014, (ii) Converting Civil Partnership to Marriage; and (iii) Recognising HIV as a long-term condition.
- In autumn 2014, we collaborated with Manchester Libraries to make an **important archive accessible** to the public at Central Library. The collection was previously built up over many years, and held in the library area in our building. However, to enable more people to view the material, our collection was deposited with the Archives+ Centre at Central Library. The archive includes a comprehensive catalogue of local and national gay and lesbian magazines, other smaller grass-roots publications, and historical documents and reports about a variety of LGBT issues. Alongside the library's existing LGBT History collections, our new addition enables Mancunians to trace the development of the Village and LGBT politics, culture and services in the city region from the 1960s to the present day, as well as the development of LGBT rights and changing attitudes in society. Our volunteers also worked alongside librarians to improve access to the collection, by adding to the online catalogue, which can be found at <http://gmlives.org.uk/>.

Goal 3: Promoting Equality – We will promote awareness, visibility and inclusion of lesbian, gay and bisexual people to achieve full equality.

- Our '**Pride in Practice**' project, (which helps support excellence in LGBT healthcare), is now funded to work in 1 in 4 GP practices within Greater Manchester. As a result, there are now over 750,000 patients registered at Pride in Practice practices. During the year, we trained a further 1,034 external staff regarding LGBT people's needs. Of these, at least 94% were health professionals, with 100% saying they'd recommend the training. Of the GP practices that received the training, 87.5% have now implemented sexual orientation monitoring.
- We've developed a strong relationship with Tony Lloyd, the **Police and Crime Commissioner for Greater Manchester**; and **Greater Manchester Police (GMP)**, and liaise with them on a regular basis. Prior to our Village Angels sessions, we attend the briefings provided to Officers, on issues that will effect, or potentially impact on, our shift. We've also rebuilt **links with Cheshire PCC**, following their large scale restructuring. With changes to the staff members leading on equality and diversity, we were keen to ensure that issues that affect LGBT people weren't dropped from the agenda.
- Through the **Cheshire hate crime project**, we gained new distribution points across Cheshire for hate crime resources. Many of these were large central points for further sub-distribution (e.g. Warrington Central Library or Age Cheshire). We also went into schools, colleges and youth groups across Cheshire to educate people about the impact hate crime can have; how they can report hate crime; and how they can gain support.
- We played a key role in the development of the **National LGBT Hate Crime Partnership**. Through this, we contributed to the National Forum Group, meeting on a bi-monthly basis between January and March to establish the national programme of work.
- We started a process with NHS England and the Health & Social Care Centre to create an '**information standard**' for **sexual orientation monitoring**. This will make such monitoring mandatory across the health and social care system, finally helping us to build a more accurate picture of LGBT people's health needs and inequalities. As part of this complex process, we've so far undertaken the following stages:
 - We completed the 'Need to Requirement' stage of an application for an **Information Standard on sexual orientation monitoring (SOM)**. This required submission of an 'Idea' to the Health and Social Care Information Centre's (HSCIC) Standards, Collections & Extractions service. Following this we developed a Statement of Need with input from the HSCIC and the national SOM task and finish group, chaired by John Newton, Chief Knowledge Officer at Public Health England. The Statement of Need gives a high level outline of the need, requirements, burden and benefit of the proposed standard, and the impact on any existing data standards.
 - Work was undertaken with Information Standards and Collections including Extraction (ISCE) Requirements, which produced a technical requirement specification; a health and social care system Requirement Specification; and an outline business case. These were submitted to the HSCIC SCCI Service Board and accepted, enabling the proposed standard to progress to the next stage of development.
 - Building upon the work already undertaken in Phase 1 of this project, we liaised with colleagues within HSCIC and finalised the requirement specification. This involved moving from a Requirement stage to a Draft Technical Specification.
 - Further work is now being undertaken during 2015-16, in order to successfully complete this project.

- Following the publication of our report into the healthcare needs and experiences of lesbian and bisexual women ('**Beyond Babies & Breast Cancer**') in January 2014, we continued to lobby influential partners to improve understanding of lesbian and bisexual women's health needs. This resulted in a debate on the health needs of LGBT women in the **House of Lords** in December 2014.
- In **Rochdale, Heywood and Middleton**, our part-time LGB&T Community Development Worker continued to promote **equality throughout the locality**. In particular, work was undertaken with the Suicide Prevention Team (to ensure our mental health services were promoted in their literature); and with The Big Life Group (supporting the development of a new support service for the LGBT community who have substance misuse issues). Sexual Orientation Monitoring training was also delivered to 47 people across four organisations, with 94% reporting that they felt better informed and more knowledgeable.
- We joined '**Halve It**', which is a coalition of national experts determined to tackle the continued public health challenges posed by HIV. As a consequence of joining this, we supported both Salford and Manchester Local Authorities to pass Council Motions, to help reduce late diagnosis of HIV.
- To mark **International Day against Homophobia, Biphobia and Transphobia**, we played host to a special vigil in Sackville Gardens on Saturday 17th May 2014. The event had over 100 attendees, and provided an opportunity for the community to reflect and pay their respects to LGBT people who've been affected by hate crime. Speakers talked of their own experiences of hate crime, and how it affects or has affected their lives or the lives of those in their communities. We also launched our '**Hate Crime Reporting web-app**' - a mobile phone optimised website, which enables people to quickly, easily, (and anonymously if needed), report hate crime incidents. Other highlights for IDAHOBIT included encouraging organisations to fly a rainbow flag; working with Barclays to again highlight IDAHOBIT on the screens of their public cashpoint machines; and working in partnership with the Village Bakers to encourage people to bake their own 'rainbow' based creations.
- Additional to Manchester's Equalities Fund project, we're also involved in the **Ambition for Ageing** programme across Greater Manchester. We chair the programme's equalities board, ensuring that plans and activities are inclusive of the needs of Manchester's minority communities. We also published a report on **Manchester's older LGB communities**, highlighting the needs of an often overlooked demographic. The report was launched by the Lord Mayor, Cllr Susan Cooley at the Town Hall, in partnership with Age Friendly Manchester, in May and since then we've been engaging with agencies across Manchester to discuss the recommendations for better inclusion of the needs of older LGB people. We're working with Southway Housing and other agencies on the development of a Naturally Occurring Retirement Community that is inclusive of LGBT people.
- With the kind support of Barclays, we once again held our annual **Homo Heroes Awards**. With 400 nominations across nine different categories (with an additional Alan Turing Memorial Award chosen in partnership with Manchester City Council), we then received over 7,000 votes from across the UK and beyond. At the Awards night itself, (held at the Blu Radisson Hotel), 220 people attended, and we heard some amazing stories of dedication and bravery. The Awards received more media coverage than ever before, with stories in Manchester Evening News, Mancunian Matters, The Gay UK, Key 103, Pure Radio, Gaydio, Canal Street News and LGBTV. We also had 63,748 organic impressions on Twitter - the number of times users saw a specific tweet.
- This year we performed maintenance on our **e-bulletin** subscriber list, removing people who'd signed up, but never then opened an email. This is an important part of keeping integrity within our communications, and helps to ensure we can have a more accurate understanding of our

subscriber base. Following this process, we achieved 4,912 new subscribers by the year-end, who continued to receive our free, weekly e-bulletins, full of LGBT equality news, research, funding and more.

- Through our **Manchester Youth Fund project**, we developed a strategy to effectively engage young people in schools, colleges and youth-group settings. As a result, we delivered workshops to a total of 1,323 young people, (an impressive rise of 83% on the year before). These workshops provided opportunities for young people to safely and sensitively discuss and explore sexual orientation, gender identity and related topics. We also ran peer mentor training across schools, so that young people in the city can now provide peer support for their LGBT peers within a school environment.
- As with previous years, we remained connected and **actively engaged with a variety of forums** across Greater Manchester. These include the Greater Manchester Sexual Health Network and Mental Health and Wellbeing Forums. Attending meetings enables us to discuss LGBT people's needs across a range of themes, including: sexual health, hate crime, mental health, suicide prevention, domestic abuse, and community safety.

Goal 4: Developing Excellence – We will continuously develop our people, systems and procedures to deliver and sustain excellence for all of our beneficiaries.

- Our **volunteer team** was 179 strong, with 54% of all our active volunteers being with us for more than a year. Together they provided at least 6,231 hours of their time to support our service users and office functions, although the true figure will be higher. They provided counselling, befriending and wellbeing groups; delivered sexual health clinics; and distributed resources. They raised funds; raised awareness; and they continued to deliver services which benefit (and at times save) people's lives. This was the year:
 - One of our village angel volunteers jumped into the canal to rescue a service user from drowning!
 - A volunteer running the London Marathon for LGBT Foundation smashed both his targets, raising over £2,000 and completing the race in under 4hrs!
 - Members of the trans community attended consultation meetings with our Chief Executive, to help us take the decision to become a trans-inclusive charity.
 - Our volunteers delivered over 900 counselling sessions, over 100 befriending sessions, delivered groups to over 1,000 people and supported over 600 people to access sexual health testing!
- We're also pleased to report that **44% of our volunteers are now women**, which is excellent progress towards our overall target of 50%. This represents considerable progress from a few years ago, when it was around 30%.
- In our annual survey, 91% of volunteers said they'd **developed skills** as a result of their volunteering role (up 3% on last year). As well as learning through their roles, this is in no small part due to the range of training opportunities we offer to volunteers. During 2014-15, 180 places were taken up on a variety of courses over the year.
- Our volunteer survey also found that 92% of volunteers would **recommend LGBT Foundation** as a great place to volunteer! We continue to focus on providing a wide diversity of roles; at least bi-fortnightly communication; and regular volunteer socials.
- Our **Community Action Panel** reached 49 members, enabling us to remotely receive feedback and ideas about draft plans and resources in advance of being published. We also improved our systems, so that we can now send the Panel information using the same format as our

- external bulletins. We can also now track how many members open/read and respond to our communications.
- We continued to make improvements to our **Customer Relations Management (CRM) System**, which amongst other things, helps us to better capture and analyse our data. During 2014/15, we made over 40 such improvements, including implementation of 'Question of the Month' and 'Netreach' into the system. This meant that we could capture information in a centralised place and recall it much faster and more accurately than we've been able to in the past. Collectively, just these latter two changes to the system now save two days of staff time over the course of each month.
- Our Chief Executive continued a **comprehensive consultation with every Trans organisation in Greater Manchester**, along with Trans community leaders and activists. After 18 months, a proposal was submitted to our Board to become a trans-inclusive charity, as well as to our staff and volunteers for their involvement. The proposal was unanimously accepted in August 2014.
- Following the important decision to become a trans inclusive charity, and to rebrand as **LGBT Foundation**, we worked hard on ensuring that the charity is **more accessible for trans people**. As part of this transition, we provided training to staff and volunteers to increase their awareness, implemented policy changes, and reviewed our services. We also rebranded and updated the content of our website, social media, email communications, resources and much more, so that we can better communicate the work we both currently do, and plan to do, for LGBT communities.
- We continued to maintain our **five quality standards**, these being (i) Investors in People; (ii) Investing in Volunteers; (iii) Positive About Disabled People; (iv) Fundraising Standards Board; and (v) The Information Standard. For the latter, all of our new resources during the year went through the required process. Our assessor was so impressed with our approach and implementation, that he now uses LGBT Foundation as an example of good practice for other organisations. We also continued to make good progress working towards achieving ISO9001 accreditation.
- During 2014-2015 we held 60 **different funding agreements** to fund our varied programmes of work, all requiring different levels of financial and project monitoring and reporting. Within this, we were successful during the year in securing 19 new funding bids through trusts, foundations, private and statutory sources.
- Following earlier notification, in May 2014 we were delighted to be announced as a winner of a **GSK Impact Award**. The award is seen as a mark of excellence in the health charity sector. As ever, there was fierce competition and we were selected from over four hundred charities nationwide as one of ten winners. As well as receiving £30,000, and the production of a short video about our work, both our Chief Executive and Director of Organisational Development also attended a leadership development course, held at The King's Fund.
- In early 2014/15, we amended our Assistant pay scales so that all staff would be receiving at least the Living Wage (outside of London), as recommended by the Living Wage Foundation. We also applied this to anyone on an apprenticeship with us, which we felt was morally right to do. As a result, we were successfully awarded accreditation by the Living Wage Foundation, becoming a **Living Wage Employer** in December 2014.

Financial Review and Results for the Year

2014/15 proved to be little different to previous recent years, with ongoing austerity measures having an impact on the external funding environment. As public sector funding is cut significantly, so too are charities, like LGBT Foundation, who deliver much needed public services to members of local communities across Greater Manchester and beyond. However, with such changes also comes opportunities - we've been working hard to ensure that the needs of LGBT people are included in newly commissioned services. It remains vital that those members of our communities who require access to these, are not left out.

We've continued to diversify our funding base, with voluntary and earned income generating 8.4% of our total income (up from 7.6% in 2013/14). We've also been successful in increasing the range of our funding sources, and welcomed new support from a range of organisations, including:

- **Garfield Weston Foundation:** Grant funding enabled us to centrally fund our work relating to the implementation of Sexual Orientation Monitoring (SOM); which ultimately works towards securing a mandatory Information Standard. This Standard will result in all health and social care organisations being required to monitor patients' sexual orientation and to provide clear guidance on how best to do so.
- **University of Manchester (via Wellcome Trust):** We partnered with the University of Manchester to explore the acceptability of anal cancer screening among men who have sex with men (MSM). The research team surveyed over 500 MSM at Manchester Pride about this important issue. They were also able to offer information and advice about cancer to men while conducting the survey, and raise awareness of the importance of cancer screening. This research will be hugely influential in terms of future NHS Cancer Screening Programmes, so our involvement in this ground-breaking work is particularly significant.
- **Awards for All:** This funding allowed us to open our Community Resource Centre throughout the Big Weekend of Manchester Pride 2014. We were able to offer a safe space café for attendees and families to socialise in an alcohol-free environment, a range of free holistic therapies such as reiki and massage, rapid HIV testing, and a wider pool of advice, information and support services.

We welcomed, once again, the contributions from **Barclays** in supporting our Homo Heroes awards. Their ongoing support in 2014/15 enabled us to celebrate the amazing contributions made across our LGB communities.

Also of note, areas of income that exceeded income targets were:

- **Voluntary Income:** Manchester Pride donations
- **Earned Income:** Venue Hire
- **Fundraising applications:** both to statutory and private sources

In 2011/12 and 2012/13, the Trustees set aside designated funds for operational purposes, to help adjust during hard economic times. At the end of 2013/14, the level of this particular reserve had £21,346 remaining. Having continued to carefully balance expenditure with available income throughout the year, this reserve remained untouched during 2014/15.

As usual, we have analysed costs in line with our major activities, namely **Services, Information, and Research**; in addition to **Governance**.

We would like to thank the following funders for their kind financial support during 2014/15:

GREATER MANCHESTER LOCAL AUTHORITIES

- Ashton, Leigh & Wigan • Bolton • Bury • Heywood, Middleton & Rochdale
- Manchester • Oldham • Salford • Stockport • Tameside • Trafford

OTHER FUNDERS

- Age Friendly Manchester • Albert Hunt Trust • Awards for All
 - Barclays • Ben Cohen Foundation • Big Lottery Fund
 - Central, North & South Manchester CCG
 - Cheshire Office of Police and Crime Commissioner
- Comic Relief • Department of Health • Equality & Human Rights Commission
 - Garfield Weston Foundation • Greater Manchester CCGs
 - Greater Manchester Fire & Rescue Service
- Greater Manchester West Mental Health Foundation • GSK Impact Awards
 - Henry Smith Charity • HIV Prevention England
- Investment & Contract Readiness Fund (ICRF) • Jagger & Associates
 - MAC Aids Fund • MACC • Manchester City Council
- Manchester Guardian Society Charitable Trust • Manchester Pride
 - Ministry of Justice • NAVCA – BHP • NHS England
 - Nottinghamshire Healthcare NHS Trust
- Office of the Police & Crime Commissioner for Greater Manchester
- Prostate Cancer UK • Public Health England • Public Health Manchester
 - Salford CVS • Skelton Bounty • Survivors Manchester
 - The University of Manchester • Terrence Higgins Trust

We are also very grateful to all of our supporters, donors, partners, advocates and allies for all of their help during the year. In particular, our heartfelt thanks to our volunteers, who continue to provide their time, energy and skills for the benefit of our communities.

BECOMING A MONTHLY DONOR

Can you help us continue our work and be here for those who need us? Giving even just a small amount each month makes an impact on the number of people we can help. To find out more information about joining our monthly donor scheme, please contact David Brown at:

Email: david.brown@lgbt.foundation

Phone: 0345 3 30 30 30

Alternatively, please visit our **website** at: www.lgbt.foundation/donate

Reserves Policy

The Charity Commission recommend that a charity should have reserves within a minimum of 3 months and a maximum of 9 months running costs at any one time.

Our Trustees have agreed a policy whereby the unrestricted funds not committed to project activity or invested in tangible fixed assets held by LGBT Foundation, should be built up to a minimum of 3 months in the medium term.

Reserves are primarily held to enable us to adjust to unforeseen reductions in income or increases in expenditure. They also help ensure there is sufficient working capital for effective operation, particularly to enable funding that is paid in arrears, or to cover late payments. Bearing in mind these working capital requirements, LGBT Foundation's reserves would be therefore only be utilised in specific and approved circumstances. For example, to make up for a reduction in income and/or an increase in expenditure or to pay for the costs of making organisational changes as a response to these.

Whilst the Trustees recognise that the current level of reserves is substantially below the minimum desired level, the current economic situation, together with the difficulty of generating contributions to reserves from current sources of funding, mean that the minimum target is likely to be achieved in the medium rather than the short term.

Unrestricted Reserves: As of 31 March 2015, unrestricted and undesignated reserves amounted to £232,575. This is equivalent to just over seven week's running costs, based on the projected budget for 2015/16. They are held, in line with LGBT Foundation's Reserves Policy, to enable the charity to adjust to unforeseen reductions in income or increases in expenditure. They are also held to help ensure sufficient working capital for effective operation. We've been able to increase these reserves during the 2014/15 financial year as a result of reducing central staff costs and overheads, which is a significant achievement in the current financial environment.

Designated Reserve 1: We retain a designated amount of £24,916 as a future property reserve, to ensure we're able to cover the costs of any dilapidations at the end of our current building lease. This reserve remained untouched during 2014/15.

Designated Reserve 2: A designated operational fund was established in 2011/12 and 2012/13 by the Trustees. This was mostly used in 2013/14 to provide mental health services and to adjust to changes in our financial income. This reserve was also untouched during 2014/15. Therefore, £21,346 remains to underpin the 2015/16 budget as necessary.

Future Plans

2015/16 sees the charity entering into a new way of working. In an environment of austerity cuts and ever shrinking budgets, we will be focusing on making the most of the resources we have available to maintain, and where possible grow, the services and support available to LGBT communities. We will also work hard to better inform policy makers and mainstream service providers to facilitate inclusion of our communities. We will use the year to develop and consult on a new, five-year plan, which takes into account the changing nature of LGBT communities and the world we live in.

Our Business Plan for 2015/16 will see us working against a new Strategic Framework, as laid out on the following page.

Business Plan 2015-16

Over the coming 12 months, we'll be working to introduce a new, holistic model of service provision. We will develop our staff and volunteers to provide integrated services and support, ensuring they're multi-skilled and able to deal with a range of issues, with as few contact points as possible, using a person-centred approach. This will help to provide LGBT communities with the right help at the right time. This is obviously an ambitious reconfiguration for the charity, but essential to ensure the continuation of vital services to members of our LGBT communities. As part of our outlined aims, some key areas of focus throughout the year include:

- We'll be seeking funding to provide more inclusive and relevant services for members of the trans community. Manchester has a long and proud history of excellent community based support for the trans community. We'll continue to work with grass-roots groups to shape and provide appropriate services for members of these communities that meet their needs.
- We'll be expanding our use of social media and online engagement, to enable access to support for those members of the community that we may not reach through published or face-to-face services. We'll be working to break down the barriers of our own services to open up access and offer more ways to engage, including the ongoing development of 'live chat'.
- We'll be seeking funding to ensure we're able to continue to offer choice in the services we offer. It's important that the individuals we work with are able to identify and access the most appropriate services for them. In particular we want to prevent, or intervene early to combat, issues and events that might affect their long-term health.
- We'll be continuing to raise awareness of the needs of lesbian and bisexual women, and working at a national, sub-regional and local level to ensure they're recognised and included in relevant policy and service delivery.
- And we'll be continuing to engage in open and honest dialogue with members of the communities we provide services to, and wider beyond. We'll continue to strive to have the greatest possible impact in supporting people within our own services, as well as working with mainstream services to improve access to LGBT communities.

Revised Strategic Framework for 2015/16

In line with our decision to become a trans inclusive charity, and to change our name to LGBT Foundation, we also took the opportunity to revise our strategic framework. This is now laid out as follows:

Our Vision and Mission

We believe in a fair and equal society where all lesbian, gay, bisexual and trans people can achieve their full potential.

Our Strategic Goals

- Meeting the needs of LGBT people by providing services
- Achieving change with and on behalf of LGBT people

Our Values

• Integrity • Passion • Empowerment • Respect

Our Organisational Aims

Aim 1: We will **improve the health and wellbeing of LGBT people**, through delivery of all our services via inreach, outreach and netreach

Aim 2: We will **interact and engage with more LGBT people** by increasing the reach and accessibility of our services, support and information

Aim 3: We will **enable LGBT people's voices to be heard** in decision making by empowering individuals and providing platforms for involvement

Aim 4: We will **champion the needs of LGBT communities** in policy and service delivery

Auditors

Beever and Struthers were elected as auditors for the year at the Annual General Meeting.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued March 2005) and in accordance with the special provisions of Part 15 of the Companies Act 2006.

By order of the Trustees (Management Committee)


.....
Sian Payne – Company Secretary

21-11-15
Date

Trustees, Officers and Advisors

Status

A registered Charity established as a Company limited by guarantee, governed by its Memorandum and Articles of Association, dated 22 March 2000.

Registered as a Company on 1 December 1997

Registered as a Charity on 7 August 1998

Registered Company Number: 3476576

Registered Charity Number: 1070904

Trustees

David McGovern (Chair)

Glyn Jenkins (Treasurer)

James Bamard

Andrea Murray

Smyth Harper (from April 2015)

Catherine Poulton (from April 2015)

Hayley Matthews (from April 2015)

Helen Stevenson (from April 2015)

Jeannie Parr (from April 2015)

Lee Broadstock (from April 2015)

Rusi Jaspal (from April 2015)

Departing Trustees

Shahnaz Ali (to Aug 2014)

Caroline Wilson (to Sept 2014)

Sue Botcherby (to Sept 2014)

Kevin Lee (to April 2015)

Jackie Daniel (to Oct 2015)

Company Secretary

Sian Payne

Senior Management Team

Paul Martin OBE (Chief Executive)

Matt Harby (Director of Corporate Services) – to Sept 2014

Rob Cookson (Director of Business Development)

Sian Payne (Director of Organisational Development)

Head Office and Registered Office

Address: Number 5, Richmond Street, Manchester, M1 3HF

Tel: 0345 3 30 30 30; **Fax:** 0161 235 8036; **e-mail:** info@lgbt.foundation

Website: www.lgbt.foundation

Auditors

- **Beevers & Struthers**

St George's House, 215-219 Chester Road, Manchester, M15 4JE

Bankers

- **Barclays Bank plc**

876 Stockport Road, Levenshulme, Manchester, M19 3BP

- **Unity Trust Bank plc**

Nine Brindleyplace, Birmingham, B1 2HB

**Independent Auditor's Report to the members of
LGBT Foundation Limited
For the year ended 31 March 2015**

We have audited the financial statements of LGBT Foundation Limited for the year ended 31 March 2015 on pages 31 to 44, which comprise the Statement of Financial Activities (including the Income and Expenditure Account), the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of the Trustees and Auditors

As explained more fully in the Trustees' Responsibilities Statement set out on pages 7 to 8, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that give a true and fair view.

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 directors; and the overall presentation of the financial statements. In addition we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

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 2015 and of its 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 Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on Other Matters Prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on Which We are Required to Report by Exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements and the Trustees Report in accordance with the small companies regime.

Beever and Struthers

MARIA HALLOWS (Senior Statutory Auditor)

For and on behalf of

BEEVER AND STRUTHERS

Chartered Accountants & Statutory Auditor

St. George's House

215 - 219 Chester Road

Manchester

M15 4JE

21.11.15

LGBT Foundation Limited: Statement of Financial Activities

For the year ended 31 March 2015 (incorporating income and expenditure accounts)

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2014/15 £	Total Funds 2013/14 £
Incoming Resources					
Incoming resources from generating funds:					
Voluntary income	2	59,024	–	59,024	65,690
Activities for generating funds	3	102,396	–	102,396	87,848
Incoming resources from charitable activities	4	784,262	923,670	1,707,932	1,814,855
Other incoming resources	5	15,410	–	15,410	65,698
Total Incoming Resources		961,092	923,670	1,884,762	2,034,091
Resources Expended					
Costs of generating funds:					
Costs of generating voluntary income		19,500	–	19,500	21,610
Cost of sales	6	44,679	–	44,679	38,763
Charitable activities	6/7	826,542	959,300	1,785,842	2,034,830
Governance costs	6/7	12,777	20,030	32,807	48,437
Total Resources Expended		903,498	979,330	1,882,828	2,143,640
Net (Outgoing)/Incoming Resources for the Year		57,594	(55,660)	1,934	(109,549)
Net (Expenditure)/Income for the Year		57,594	(55,660)	1,934	(109,549)
Reconciliation of Funds					
Total funds brought forward		221,243	62,197	283,440	392,989
Total Funds Carried Forward		278,837	6,537	285,374	283,440

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

LGBT Foundation Limited: Balance Sheet as at 31 March 2015


Registered Company No. 03476576

	Note	2015		2014	
		£	£	£	£
Fixed Assets					
Tangible assets	12		2,157		5,170
Current Assets					
Debtors	13	239,395		245,444	
Cash at bank and in hand		212,888		228,120	
		<u>452,283</u>		<u>473,564</u>	
Creditors: Amounts falling due within one year	14	<u>(169,066)</u>		<u>(195,294)</u>	
Net Current Assets			<u>283,217</u>		<u>278,270</u>
Total Assets Less Current Liabilities			<u>285,374</u>		<u>283,440</u>
Net Assets			<u>285,374</u>		<u>283,440</u>
Funds					
Restricted funds	15		6,537		62,197
Unrestricted income funds:					
General funds	16	232,575		174,981	
Designated funds	16	<u>46,262</u>		<u>46,262</u>	
			<u>278,837</u>		<u>221,243</u>
Total Funds			<u>285,374</u>		<u>283,440</u>

These financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued March 2005), the special provisions for small companies under part 15 of the Companies Act 2006, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The notes on pages 33 to 44 form part of these financial statements.

Approved by the Trustees (Management Committee) and signed on their behalf:


 David McGovern – Chair


 Glyn Jenkins - Treasurer

21/03/15
 Date

21/03/15
 Date

Note 1 Accounting Policies

The principal policies adopted in the preparation of the financial statements are set out below. They have been applied consistently during the year and in the preceding Financial Accounting years.

a) Basis of preparation of accounts

The Financial Statements have been prepared under the historical cost convention in accordance with applicable United Kingdom accounting standards, the Companies Act 2006, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005), and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

b) Incoming resources

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received. Revenue grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Income in respect of design and advertising sales, venue hire, training and consultancy income, student placement fees, local authority contracts and other funding arrangements are recognised when they become receivable.

c) Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund, together with a fair allocation of management and support costs.

Unrestricted funds are donations and other income received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

The reserves policy is detailed on page 24 of this report.

d) Fixed Assets

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life at the rates of:

- Computer Equipment: 33% straight line basis
- Office Furniture & Fixtures: 33% straight line basis

Only assets with a value of over £350 are capitalised.

Note, capital equipment purchases relating to in-year grants are posted as costs within the same financial year.

Accounting Policies (continued)

e) Resources Expended

All expenditure is accounted for on an accruals basis.

- Costs of generating funds are those costs incurred in attracting voluntary income and those incurred in other activities that raise funds.
- Charitable activities include expenditure associated with our major work programmes; services, information and research, and include both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs have been allocated across all activities. Premises related costs have been allocated based on floor usage and staff related costs have been allocated on the basis of time spent on activities. Note 7 shows details of these allocations.

f) Financial Reporting Standard 1 (Revised)

The company has taken advantage of the exemption under Financial Reporting Standard 1 (Revised) from preparing a Cash-flow statement on the grounds that it is a small company.

g) VAT

LGBT Foundation registered for VAT on 1 April 2002. The majority of the work the Foundation undertakes is within the scope of VAT with an element of supplies outside the scope of VAT. Input tax is not recoverable on inputs relating to supplies outside the scope of VAT. Any irrecoverable VAT is charged to the income and expenditure account in the year in which it is incurred.

h) Operating leases

LGBT Foundation currently holds three Operating Leases for the Financial year stated, these are (i) Rent; (ii) Photocopiers; and (iii) the Telephone System rental (please see Note 18 of the Financial Accounts). Should operating leases apply, then rentals due under operating leases are charged over the lease term on a straight line basis or on the basis of actual rentals payable where this fairly reflects usage.

i) Pensions

LGBT Foundation contributes to defined contribution pension schemes on behalf of its employees. The assets of these schemes are entirely separate to those of the charity. The pension cost shown represents contributions payable by the charity on behalf of the employees. As at 31st March 2015, there were outstanding contributions due to be paid of £nil (2014 - £Nil).

j) Deferral of grant income

Certain grants are received with conditions attached which must be fulfilled before the grant becomes unconditional. Where uncertainty exists as to whether these conditions can be met, the incoming resource is deferred as a liability until certainty exists that the conditions imposed can be met.

2. Voluntary Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014/15 £	Total Funds 2013/14 £
Donations				
Manchester Pride Donation	13,500	-	13,500	8,500
Supporters Scheme & Individual Donations	17,312	-	17,312	20,466
Sponsorship	25,723	-	25,723	33,907
World Aids Day	2,489	-	2,489	2,817
	<u>59,024</u>	<u>-</u>	<u>59,024</u>	<u>65,690</u>

3. Incoming Resources from Activities for Generating Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014/15 £	Total Funds 2013/14 £
Design and Advertising Sales	3,955	-	3,955	7,049
Venue Hire	47,341	-	47,341	56,440
Training and Consultancy Income	49,910	-	49,910	18,379
Student Placement Fees	1,190	-	1,190	5,980
	<u>102,396</u>	<u>-</u>	<u>102,396</u>	<u>87,848</u>

4. Incoming Resources from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2014/15 £	Total Funds 2013/14 £
Local Authority Contracts (HIV/Sexual Health)				
Ashton, Leigh & Wigan Council/Local Authority	25,400	-	25,400	27,426
Bolton Council/Local Authority	21,575	-	21,575	21,576
Bury Council/Local Authority	27,350	-	27,350	32,965
Manchester Council/Local Authority	220,000	-	220,000	248,924
Manchester Council/Local Authority – Public Health	-	-	-	24,500
Oldham Council/Local Authority	12,500	-	12,500	21,009
Rochdale Council/Local Authority	24,480	-	24,480	24,480
Salford Council/Local Authority	106,000	-	106,000	121,758
Stockport Council/Local Authority	24,500	-	24,500	28,908
Tameside Council/Local Authority	9,565	-	9,565	9,565
Trafford Council/Local Authority	64,000	-	64,000	64,250
Other Funding Agreements				
Albert Hunt Trust	-	1,000	1,000	-
Adactus Housing	-	-	-	1,500
Ashton, Leigh and Wigan Council/LA (Mental Health)	-	-	-	12,000
Ben Cohen Foundation	-	4,500	4,500	-
Big Lottery- awards for all	-	9,870	9,870	-
Big Lottery – Basis II	-	-	-	12,986
Big Lottery – Basis II (additional Trio Funding)	-	-	-	4,600
Big Lottery – Drugs and Alcohol Research	-	-	-	43,251
Big Lottery – Researching Communities (Volunteer Programme)	-	99,198	99,198	96,300
Big Lottery – Researching Communities (Women's Programme)	-	74,599	74,599	71,619
Comic Relief – Young People's Mental Health	-	27,150	27,150	26,291
Department of Health – IESD Fund Pride in Practice	-	25,347	25,347	36,353
Department of Health – Strategic Grant	-	186,000	186,000	200,000
Department of Health – IESD Fund Community Leaders	-	46,370	46,370	44,939
Equalities and Human Rights Commission	3,880	-	3,880	-
Garfield Weston Foundation	-	3,750	3,750	-
Greater Manchester West Mental Health Foundation Trust	-	-	-	2,000
GSK Impact Awards	-	30,000	30,000	-
Henry Smith Charity	-	24,298	24,298	23,735
Heritage Lottery Fund	-	-	-	10,095
HIV Prevention England	-	59,900	59,900	59,932
Investment in Contract Readiness Fund (ICRF)	-	-	-	74,906
Office of Greater Manchester PCC (Village Angels)	-	85,000	85,000	65,000
Sub-total carried forward to next page	<u>539,250</u>	<u>676,982</u>	<u>1,216,232</u>	<u>1,410,868</u>

LGBT Foundation Limited: Notes to the Accounts 31 March 2015 (continued)

4. Incoming Resources from Charitable Activities (continued)

	Unrestricted Funds	Restricted Funds £	Total Funds 2014/15 £	Total Funds 2013/14 £
Sub-total brought forward from previous page	539,250	676,982	1,216,232	1,410,868
Other Funding Agreements (continued)				
Central, North & South Manchester CCG	-	18,524	18,524	-
GMPPC Social Isolation & Loneliness	-	2,335	2,335	-
Greater Manchester West Mental Health Foundation Trust	-	8,333	8,333	-
Greater Manchester CCG's Mental Health (8 Boroughs)	220,806	-	220,806	76,109
Jack Essex Memorial Fund	-	3,157	3,157	-
Lloyds TSB Foundation	-	-	-	22,158
Local Investment – Heywood, Middleton & Rochdale	-	24,643	24,643	24,793
Locality – Community Organisers	-	-	-	5,146
MAC Aids Fund	-	39,696	39,696	23,389
MACC Mental Health Engagement Funding	-	-	-	200
Manchester City Council – Youth Fund (4 mths)	-	-	-	11,487
Manchester City Council – Hate Crime Awareness	-	200	200	200
Manchester City Council – LCP Funding	-	-	-	2,660
Manchester City Council – LGBT Question Time	-	-	-	750
Manchester City Council – Women's Day Funding	-	-	-	400
Manchester City Council – Youth Fund 2014/15	-	17,957	17,957	8,125
Manchester City Council – Equalities Fund	-	35,000	35,000	35,000
Manchester City Council – Wellbeing Grant	-	15,750	15,750	6,000
Manchester City Council – Wellbeing Grants	-	-	-	1,500
Manchester Guardian	-	1,500	1,500	-
Manchester Pride	-	800	800	200
Manchester Pride Fast Track (Group Work Programme)	-	-	-	1,250
Ministry of Justice – Victims and Witness Support Fund	-	15,750	15,750	21,000
MPHDS	-	350	350	9,450
NAVCA – Building Health Partnerships (NHS England)	-	-	-	50,000
NHS England	-	16,083	16,083	-
Nottinghamshire Healthcare NHS Trust (Rampton)	24,206	-	24,206	24,206
Office of Greater Manchester PCC	-	29,996	29,996	-
OPCC Cheshire	-	6,369	6,369	-
Public Health England – LGB&T Smoking Attitudes	-	-	-	5,000
Salford City Council – Exceeding Expectations	-	-	-	13,500
Skeleton Bounty	-	-	-	1,250
Survivors Manchester	-	3,895	3,895	-
Tameside & Glossop CCG – Sexual Health	-	3,500	3,500	2,250
The Rayne Foundation	-	-	-	2,177
Time To Change	-	-	-	32,943
Trafford Diverse Communities Board	-	-	-	12,554
Trafford Housing Trust	-	-	-	750
Transforming Local Infrastructure	-	-	-	4,150
University of Manchester	-	2,850	2,850	-
Voluntary Sector North West	-	-	-	3,000
Wirral Council	-	-	-	2,410
Totals	784,262	923,670	1,707,932	1,814,855

LGBT Foundation Limited: Notes to the Accounts 31 March 2015 (continued)

5. Other Incoming Resources

	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£	£
Income in respect of prior periods	-	--	-	54,296
Other income	15,410	--	15,410	11,402
	<u>15,410</u>	<u>--</u>	<u>15,410</u>	<u>65,698</u>

6. Analysis of Resources Expended

	Direct Costs	Staff Costs	Support Costs	Total Fund 2014/15	Total Funds 2013/14
	£	£	£	£	£
Costs of Generating Funds					
Voluntary Income	990	13,671	4,839	19,500	21,610
Cost of Sales	4,021	26,142	14,516	44,679	38,763
Cost of Charitable Activities					
Services	391,924	593,815	290,328	1,276,067	1,320,587
Information	5,395	223,031	111,292	339,718	439,095
Research	5,000	111,830	53,227	170,057	275,148
Governance costs	3,099	20,030	9,678	32,807	48,437
Total Resources Expended	<u>410,429</u>	<u>988,519</u>	<u>483,880</u>	<u>1,882,828</u>	<u>2,143,640</u>

7. Support Costs

	Voluntary Income	Fees & other sales	Services	Information	Research	Government	Total funds 2014/15	Total funds 2013/14
	£	£	£	£	£	£	£	£
Premises Costs	1,322	3,965	79,308	30,402	14,540	2,644	132,181	76,964
Support staff costs	1,803	5,408	108,168	41,464	19,831	3,606	180,280	253,403
Administrative costs	1,429	4,286	85,715	32,857	15,714	2,857	142,858	294,589
Depreciation costs	30	90	1,808	693	332	60	3,013	3,422
Bad debts written off	255	767	15,329	5,876	2,810	511	25,548	-
	<u>4,839</u>	<u>14,516</u>	<u>290,328</u>	<u>111,292</u>	<u>53,227</u>	<u>9,678</u>	<u>483,880</u>	<u>628,378</u>

Support costs have been allocated across activities. Premises related costs have been allocated based on floor area used (where material) and staff related costs have been allocated on the basis of time spent on activities.

8. Governance Costs

	Unrestricted Funds £	Restricted Funds	Total Funds 2015 £	Total Funds 2014 £
Professional fees				
Audit fees	2,688	-	2,688	3,100
Costs of AGM and Trustee Meetings	411	-	411	281
Apportionment of Staff and Support Costs	9,678	20,030	29,708	45,056
	<u>12,777</u>	<u>20,030</u>	<u>32,807</u>	<u>48,437</u>

9. Staff Costs and Emoluments

Total staff costs were as follows:

	2014/15 £	2013/14 £
Wages and salaries	979,903	1,073,695
Social security costs	92,935	101,964
Pension Costs	95,961	96,004
	<u>1,168,799</u>	<u>1,271,663</u>

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2014/15 No	2013/14 No
Senior management team	4.25	6.7
Other employees	33.5	35.2
	<u>37.75</u>	<u>41.9</u>

The number of employees whose emoluments as defined for tax purposes amounted to over £60,000 during the year were as follows:

	2014/15 No	2013/14 No
£70,000 - £80,000	1	1
	<u>1</u>	<u>1</u>

10. Net outgoing resources

Net outgoing resources are stated after charging:

	2014/15	2013/14
	£	£
Depreciation	3,013	3,421
Audit fees	2,658	3,100
Irrecoverable VAT	23,393	36,451
Operating lease charges	153,945	106,929
	<u>239,395</u>	<u>245,444</u>

11. Taxation

No provision has been made for taxation as the company is a registered charity and exempt under Section 505 of the Income and Corporation Taxes Act 1988.

12. Tangible Fixed Assets

	Office Fixtures & Fittings £	Computer Equipment £	Total £
Cost			
At 1 April 2014	11,604	51,416	63,020
Additions	-	-	-
At 31 March 2015	<u>11,604</u>	<u>51,416</u>	<u>63,020</u>
Depreciation			
At 1 April 2014	11,604	46,246	57,850
Charge for the year	-	3,013	3,013
At 31 March 2015	<u>11,604</u>	<u>49,259</u>	<u>60,863</u>
Net Book Value			
At 31 March 2015	<u>-</u>	<u>2,157</u>	<u>2,157</u>
At 31 March 2014	<u>-</u>	<u>5,170</u>	<u>5,170</u>

13. Debtors

	2014/15	2013/14
	£	£
Trade debtors	222,512	242,175
Prepayments	1,521	3,269
Other debtors	15,362	-
	<u>239,395</u>	<u>245,444</u>

LGBT Foundation Limited: Notes to the Accounts 31 March 2015 (continued)

14. Creditors: Amounts falling due within one year

	2014/15	2013/14
	£	£
Trade creditors	41,416	98,461
Taxation and social security	58,315	43,165
Deferred income (note below)	62,896	42,646
Accruals	4,712	11,022
Other creditor	1,727	-
	<u>169,066</u>	<u>195,294</u>

Deferred income

	2015	2014
	£	£
Brought forward	42,646	100,664
Incoming resources from prior years released	(42,646)	(100,664)
Incoming resources deferred in year	62,896	42,646
	<u>62,896</u>	<u>42,646</u>

LGBT Foundation Limited: Notes to the Accounts 31 March 2015 (continued)

15. Restricted Reserves

	Balance at 1 April 2014	Incoming resources	Outgoing resources	Balance at 31 March 2015
	£	£	£	£
Aductus Housing	-	1,000	(1,000)	-
Ben Cohen Foundation	-	4,500	(4,500)	-
Big Lottery- Awards for All	-	9,870	(9,870)	-
Big Lottery – Basis II	-	-	-	-
Big Lottery – Basis II (additional Trio Funding)	-	-	-	-
Big Lottery – Drugs and Alcohol Research	9,566	-	(9,566)	-
Big Lottery – Researching Communities (Volunteer Programme)	1,500	99,198	(100,698)	-
Big Lottery – Researching Communities (Women's Programme)	4,644	74,599	(79,243)	-
Central, North & South Manchester OCG	-	18,524	(18,524)	-
Comic Relief – Young People's Mental Health	-	27,150	(27,150)	-
Department of Health – IESD Fund – Pride in Practice	-	25,347	(25,347)	-
Department of Health – IESD Fund – Strategic Partners	-	186,000	(186,000)	-
Department of Health – IESD Fund – Community Leaders	-	46,370	(46,370)	-
Garfield Weston Foundation	-	3,750	(3,750)	-
GMPC Social Isolation and Loneliness	-	2,335	(2,335)	-
Greater Manchester West Mental Health NHS Foundation Trust	-	8,333	(8,333)	-
GSK Impact Awards	-	30,000	(30,000)	-
Henry Smith Charly	-	24,298	(24,298)	-
HIV Prevention England	-	59,900	(59,900)	-
Investment in Contract Readiness Fund (ICRF)	37,785	-	(37,785)	-
Jack Essex Memorial Fund	-	3,157	-	3,157
Local Investment – Heywood, Middleton & Rochdale	-	24,643	(24,643)	-
Locality – Community Organisers	285	-	(285)	-
MAC Aids Fund	-	39,696	(39,696)	-
Manchester City Council – Hate Crime Awareness	-	200	(200)	-
Manchester City Council – Youth Fund 2014/15	-	17,957	(17,957)	-
Manchester City Council – Equalities Fund	-	35,000	(34,600)	400
Manchester City Council – Wellbeing Grant	-	15,750	(15,750)	-
Manchester Guardian	-	1,500	(1,500)	-
Ministry of Justice – Victims and Witness Support Fund	-	15,750	(15,750)	-
Manchester Pride	-	800	(800)	-
MPHDS	3,841	350	(4,191)	-
NHS England	-	16,083	(16,083)	-
Office of Greater Manchester PCC (Village Angels)	-	85,000	(85,000)	-
Office of Greater Manchester PCC	-	29,996	(29,996)	-
OPOC Cheshire	-	6,369	(6,369)	-
Public Health England – LGB&T Smoking Attitudes	4,576	-	(4,576)	-
Survivors Manchester	-	3,895	(915)	2,980
Tameside & Glossop – Sexual Health	-	3,500	(3,500)	-
University of Manchester	-	2,850	(2,850)	-
	<u>62,197</u>	<u>923,670</u>	<u>(979,330)</u>	<u>6,537</u>

15. Restricted Reserves (continued)

Grants are treated as restricted reserves where the funder closely specifies the service which is to be performed.

16. Unrestricted Income Funds

	Balance at 1 Apr 2014 £	Incoming resources £	Outgoing resources £	Transfers)))-	Balance at 31 Mar 2015 £
General Fund	174,981	961,092	903,498		232,575
Designated Funds:					
Accommodation	24,916	-	-	-	24,916
Operational Costs	21,346	-	-	-	21,346
	<u>221,243</u>	<u>961,092</u>	<u>903,498</u>	<u>-</u>	<u>278,837</u>

The Trustees have retained a Designated Fund for Accommodation as a resource for any future dilapidations costs on the charity's rented premises. The Designated Fund for Operational Costs has been allocated to provide a financial buffer (as required) during a continued period of change in the external environment.

17. Analysis of Net Assets Between Funds

	Tangible fixed assets £	Net current assets £	Total £
Restricted Income Funds	-	6,537	6,537
Unrestricted Income Funds	2,157	276,680	278,837
Total Funds	<u>2,157</u>	<u>283,217</u>	<u>285,374</u>

18. Commitments under Operating Leases

At 31 March 2015 the LGBT Foundation had aggregate annual commitments under non-cancellable operating leases as set out below.

	2014/15 £	2013/14 £
Operating leases which expire:		
Within 2 to 5 years		
Leased Premises – Richmond Street	87,880	61,446
Spiritel Phone Rental	4,980	6,900
Photocopier Rental Charge	14,196	14,917
	<u>107,056</u>	<u>83,263</u>

19. Trustee Remuneration

- The Trustees received no remuneration in the course of their duties.
- During 2014/15, there have been no related party transactions.
- The Charity has taken out Trustee Liability insurance on behalf of the Trustees.
- This has been taken out in conjunction with professional liability insurance with the organisation's brokers.

Glossary of Terms

- **BME** Black & Minority Ethnic
- **CCG** Clinical Commissioning Group
- **CEO** Chief Executive Officer
- **CLDS** Condom and Lube Distribution Scheme
- **CORE** Clinical Outcomes Routine Evaluation
- **CRM** Customer Relationship Management
- **DH** Department of Health
- **FASC** Finance & Administration Sub-Committee
- **FRSB** Fundraising Standards Board
- **GB** Gay and bisexual
- **GP** General Practitioner
- **H&WB** Health & Wellbeing (Strategy)
- **HIV** Human immunodeficiency virus
- **HPE** HIV Prevention England
- **HR** Human Resources
- **IAPT** Improving Access to Psychological Therapies
- **ICRF** Investment and Contract Readiness Fund
- **ICT** Information and Communications Technologies
- **IDAHOBIT** International Day Against Homophobia, Biphobia & Transphobia
- **IT** Information Technology
- **JSNA** Joint Strategic Needs Assessment
- **LB** Lesbian and bisexual
- **LGB** Lesbian, Gay & Bisexual
- **LGB&T** Lesbian, Gay, Bisexual & Trans
- **LGF** The Lesbian & Gay Foundation
- **MPHDS** Manchester Public Health Development Service
- **NAVCA** National Association for Voluntary and Community Action
- **NW** North West
- **OCS** Office of Civil Society
- **PHE** Public Health England
- **SMT** Senior Management Team
- **SORP** Statements of Recommended Practice
- **STI** Sexually Transmitted Infection
- **VBA** Village Business Association
- **VSNW** Voluntary Sector North West

