

5/8/2017

DIVERSITY HOUSE

Annual Report – 2016 to 2017

“Our Projects, Our Impacts”

*“As long as the
differences and
diversities of mankind
exist, democracy must
allow for compromise,
for accommodation,
and for the recognition
of difference”*

Eugene McCarthy

Christine Locke
DIVERSITY HOUSE

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Diversity House Equality, Diversity and Inclusion Statement

Diversity House is committed to promoting equality, valuing diversity; being fair and inclusive in all our work as; a charity that tackles social inequalities; a service provider and as an employer; treating our stakeholders, service users and staff (paid and unpaid) with dignity and respect and therefore ensuring that the equality duties are being met. Our clear aim is to build equality, diversity and inclusion (EDI) into everything we do.

Diversity House believes that the promotion of EDI is important in combating injustice against those who share any of the protected characteristics under the Equality Act 2010. It is illegal, and unfair, for a person to experience disadvantage on the basis of a protected characteristic; all our staff and stakeholders are entitled to expect that they will be treated fairly. Diversity House aims to be a more inclusive workplace because organisations free from discrimination can work more efficiently and achieve the greatest benefits.

We will continue to be a wholly inclusive service where differences are encouraged, respected and valued. As an Equality and Human Rights Champion, we require all our partners and collaborators to comply with equalities legislation and actively promote Equality, Diversity and Inclusion (EDI).

Aims

- To ensure equality of opportunity and outcome
- To promote an inclusive culture
- To secure freedom from discrimination on the grounds of gender, sexual orientation, culture, race, faith, belief, physical, sensory or learning disability, mental or physical health, age, social or marital status, gender reassignment, pregnancy and maternity.
- To ensure that no individuals or groups are denied access to services
- To promote diversity within a safe environment for all potential and current service users and staff, in both service delivery and employment practice
- To identify factors and barriers which may result in prospective or actual service users being disadvantaged either directly or indirectly
- To take measures to compensate for these factors and remove barriers
- To continue to tackle discrimination by providing accessible services and creating inclusive support environments
- To include assertive community outreach as part of our delivery approach, ensuring that those living in rural areas or unable to reach us are targeted and supported

The Chairman's Statement



“I am pleased to confirm that Diversity House Limited supports the ten principles of the UN Compact with respect to human rights, labour, environment, and anti-corruption. With this commitment, we express our intent to advance these principles within our sphere of influence and will make a clear statement of this commitment to our stakeholders and the general public. We also pledge to take part in the activities of the UN Global Compact where appropriate and feasible – through for instance participation in Local Networks involvement in specialised initiatives and workstreams; engagement in partnership projects; and reviewing and providing commentary to participating companies on their communication on progress”.

A handwritten signature in black ink, appearing to read 'Christine Locke', written in a cursive style.

Christine Locke



Director's Report



Yet again, it has been an extremely productive as well as exciting year and with great pleasure I report that this End of Year Report coincides with our 10th Anniversary. As I look back over the years, I am amazed at what we have achieved, against all odds and beyond expectations as a small Charity. Some of our most proud achievements are:

- Swale a Celebration of Cultures;
- Swale Special Interest Group addressing inequalities in the health and social care of Black Asian and Minority Ethnic Communities;
- Community Cohesion come to Swale for Kent; Benin and British Heritage Project;
- Swale Women Empowering Women;
- Others

Diversity House has remained financially buoyant over these years. As the Chairman and Project Lead of Diversity House, I count myself very honoured to be managing this pioneering and budding organisation. The Charity is primarily led by highly skilled, committed, and community-minded volunteers and a number of paid staff, supporting myself and the Board of Trustees in delivering the Charity's corporate vision and mission.

I am pleased to report that during the year under-review, we successfully completed three projects namely: Benin and British: A Learning and Engagement Project - a two year Heritage Lottery funded project; Swale Women Empowering Women – a three year project funded by the Reaching Communities Big Lottery Fund; and Community Cohesion project with Westlands Primary School, funded by Big Celebrate (Big Lottery Fund). I am delighted to inform you that the dissemination of findings and recommendations from these projects went smoothly and following this, the projects were signed off as complaint. I believe that evidence gathered from these projects will help us in the planning of future projects.

Following the completion of the aforementioned two main projects, we applied to the Big Lottery Fund for continuation funding for our women project which has since evolved to include girls. I am happy to inform you that this was successful and Diversity House is being funded for three years to deliver a project "supporting women and girls in Swale". Also, I am pleased to share with you that we received a grant from Heritage Lottery Fund to deliver a two year project on "World War One and the contributions of Africans". These two projects have taken off as fire during the harmattan and we are so lucky to have the buy in of many locales on these projects.

Diversity House is known for social networking and building partnerships. In the year under review, I attended the United Nations Global Compact event in Bonn Germany and was fortunate to meet with new people and got new ideas to drive forward the United Nations Sustainable Development Goals, which tenets underpins Diversity House mission and vision.

As the Project Lead of this innovative and striving charity, this year has been jam-packed with a lot of learning opportunities and I feel blessed to be leading this organisation at this time and to be taking it into the next decade of its operation.

As always, I cannot end my report without extending my appreciation to our Board of Trustees, advisors, well-wishers, staff, and the very numerous volunteers that support the organisation. We will not be here today without you all.

Deus Vos Benedicta

A handwritten signature in black ink, appearing to read 'Christine Locke', written in a cursive style.

Christine Locke

Report of the Trustees
For the year ended 31 March 2017

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2017.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06188059 (England and Wales)

Registered Charity number

1122960

Registered office

Phoenix House, Central Avenue

Principal address

Central Avenue
Sittingbourne
Kent
ME10 4BX

Trustees

Mr Pat Locke
Mr Tunde Jotham
Mrs Christine Anne White
Mrs Christine Locke
Dr Carlos Moreno -Leguizamon

Independent examiners

Lydens Accountants
53 West Street
Sittingbourne
Kent
UK
ME10 1AN

Bankers

HSBC
115 High Street
Sittingbourne
Kent
UK
ME10 4AL

Accountant

Abtax CA
1b – 2b Cobalt House
Centre Court
1 Sir Thomas Longley Road
Rochester
Kent ME2 4BQ

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

When new or additional trustees are required then beneficiaries and client organisations are invited to submit nominations and subject to their compliance with the Memorandum and Articles of Association they are considered by the governing body of trustees for election.

Induction and training of new trustees

We have instituted policy or procedure for the training of trustees and within the period under review had carried out trustees skills audit to identify what skills our trustees have and what additional skills that are required to run the Charity successfully.

Organisational structure

The board of trustees meets regularly as a full board. There is also a standing committee comprised of the honorary officers. The Director / Manager of Diversity house make recommendations to the board of trustees and monitor operational activities. Staff and Volunteers of the charity have delegated authority to carry out day to day work within policies agreed by the board. Financial standing orders give necessary authorisation of different amounts.

Wider network

Diversity House is a registered member of the Community Development South East (CDSE), the Learning Revolution, NCVO, Communities and Universities Partnership Project (CUPP) - the South East Coastal Communities branch, Young Kent, and In kind, etc. Diversity House is also recognised by the United Nations Global Compact as a supporter.

Relationships with other groups, Public Sector, Civil Societies and Individuals

One of Diversity House core ideology is that organisations working collaboratively and partnership are more likely to achieve their set out goals. Based on this dogma, the Charity has developed good working relationships with several groups, public sector, civil societies and individuals including:

- Swale CVS;
- Health Action Charity Organisation (HACO);
- Swale Community Empowerment Network;

- The British Legion
- Great War in Africa Association (GWAA)
- Canterbury Cathedral - The Canterbury Journey
- St. Michael's C of E Primary School, Maidstone
- Fulston Manor Secondary School, Sittingbourne
- Westlands Primary School
- Swale Borough Council
- Kent County Council

Also, Diversity House sits within the independent advisory group of some organisations such as:
Kent Police; etc.

Risk management

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

FINANCIAL REVIEW

Funds in Surplus

The funds in surplus at the end of the year were £19,628, whilst there was a deficit of £33,297 in the previous year. The primary reason for this is timing difference in the previous year was as a result of when funding was received and when expenses were incurred. Overall, there is a surplus total fund of £57,013 being carried forward into financial year being 01 April 2017.

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006
2006

Approved by the Board and signed on its behalf by:



..... 09 June 2017

Mrs Christine Locke
Trustee

Diversity House - Our Aims and Objectives

Purposes and Aims

Our Charity's purposes as set out in the objects contained in the Company's memorandum of association – is established for the benefit of disadvantaged communities, particularly, those with a minority ethnic background in Kent but not excluding others. The Charity's objects are:

- to promote community integration, inclusion and cohesion in Swale and Kent, in particular;
- the advancement of education and training;
- the relief of need by the provision of advice, assistance, information and 'drop-in services; the promotion of equality and diversity

The aims of our Charity are to reduce the level of social inequalities in Kent as a result of the socially constructed factors of gender, race/ethnicity, disability, culture, religion and beliefs and others. This can be achieved by advancing education and raising awareness in equality and diversity; and promoting activities to foster cultural understanding between people from diverse backgrounds.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

Our main objectives for the year continued to be the promotion of equality and diversity and reduction of disadvantage. The strategies we used to meet these objectives included:

- Providing a range of services which are reflective of relevant quality standards and address the potential problems related to social inequalities.
- Focusing upon limiting lack of access and disengagement which comes with discrimination and people feeling that they are at the edge of their communities.
- Working towards applying the Equality Act of 2010 and the ten principles of the United Nations Global Compact with respect to human right, labour, environment, and anti-corruption.
- Working in partnership with other agencies to ensure that the widest ranges of services are available that best matches the needs of our service users.

Statement of Public Benefit

Given the policies and objectives of the Charity, as stated above, the Trustees, report on the aspects of its activities which encapsulates 'public benefit'. In order to actualise our vision as stipulated earlier, Diversity House offers the following services, summarised below:



IAG



Culture and heritage



mentoring & coaching



Education and Training



Drop-in-services



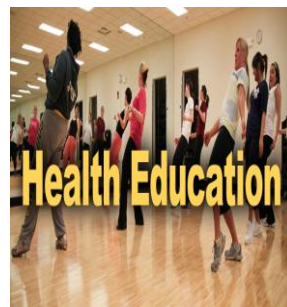
Diversity House Youth Club



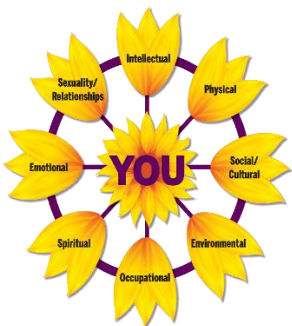
Gender specific project



Community cohesion programs



Health education



Health promotion



Community engagement



Social networking events



Volunteering



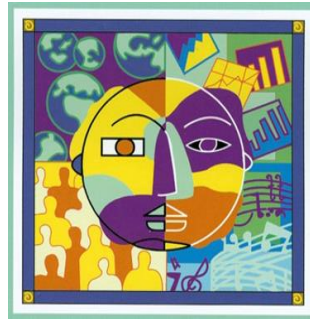
Business briefing



Employability program



Knowledge exchange



Cultural competency for practitioners



Work placement



Fundraising



Support

The advancement of education and training

Our core philosophy is that 'knowledge is power' and therefore a significant percentage of our activities revolves around empowering our service users and communities to seek new knowledge. During the period under review, we delivered 42 training, workshop, seminars, one-to-one and group coaching on a whole range of topics to our service users, partners and other agencies. The prime targets for the training were young people in schools and the community; families; health and social care practitioners; and people interested in heritage. Diversity House has developed global teaching resources and is using this to support the global learning approach in schools. During the period under review, Diversity House was invited by Westlands Primary School to work with the school to promote the so much needed community cohesion in their school, which according to the Head Teacher –has been eroded since the Brexit. Using the whole system approach, lessons were delivered in all the classes in the school and general school assemblies were held.

Also, workshops and training delivered to young children who attended Diversity House Youth Club during the period under review. These young people were introduced to World War One (WWI) as a global

incident rather than a European war.

Other training and workshops delivered were to families and service users engaged with the Heart of Kemsley These activities were aimed to improve recipients' employability skills, promote cultural consciousness and acceptance, reduce polarisation of some communities and enhance cultural exchange and sense of belong.

In furtherance of cultural understanding and wellbeing, Diversity House was commissioned by Rubicon Cares, a Maidstone based organisation to deliver Female Genital Mutilation (FGM) training to 58 health and social care practitioners. Additionally, 116 different people benefited from basic awareness talks regarding FGM during group drop-in-sessions and outreach in at risk communities. All participants of these sessions reported that the practice was brutal and that they will do everything within their power to avert it. Participants within the at-risk communities also agreed that the scrapping of this practice is long overdue.



Christine Locke delivering FGM training at Maidstone.

Diversity House as a learning organisation believe in workforce development through training, education and research. It is based on this principle that the Charity in this year delivered training on equality, diversity and inclusion to several volunteers within the charity and outside agencies. Also, the CEO of the organisation is not immune to training, during this reporting year, she was enrolled for a training at the Institute of Consulting and CMI on management and consultancy to build her capacity for consultancy work, which will enable the charity to develop alternative funding stream.



The picture above shows **Christine Locke CEO receiving a certificate from Major General Roddy Porter CBE Director.**

Drop-in-sessions

The Charity runs a drop-in-centre which acts as a hub for socialising, information sharing, advice and advocacy. It is also a centre for sign posting to other relevant services and authorities where relevant. During the period under review, 191 new service users were recorded as joining and regularly used the drop-in-sessions for different one to one support, advice, information, guidance, and advocacy purposes. These were in addition to the 750 registered members of Diversity House and 559 dedicated members of our Swale Women Empowering Women project (SWEW). The 191 drop-in-sessions users' demographic information indicates that they have diverse backgrounds of age, gender, ability/disability, values/beliefs, and ethnicity/race. Their routes to the drop-in session also indicates that Diversity House is being recognised by various agencies and sectors as these new service users were referred mostly by other voluntary sector organisations, health and social care, or self-referred. Within the period under review. These new entrants to the Charity's services have self-reported positive outcomes on: access to community services (e.g. work, legal idea, housing, education, etc.), psychological and physical wellbeing, confidence, support network, improved family relationship, and involvement in local actions.

VOLUNTEERING and Work program

One of the strategies of the Charity for community involvement and participation is through creating opportunities for volunteering and work placement. Diversity House is basically a volunteer lead Charity and has been run since its inception by volunteers. These volunteers are experts in their own fields such as public health, training and development, human resources, law, addictive behaviour specialists, child care, information technology, mortgage advisers, financial advisers, etc. The volunteers are not localised in Swale but some have come from Canterbury, Medway, Dartford, Cambridge, and London. Diversity House offers to individuals the opportunity to volunteer and take advantage of some of its benefits of the work which include amongst others:

- Training, work experience, and employment reference;
- Work placement opportunities, employment and training information;
- The opportunity to develop new abilities/skills and gain necessary exposure;
- Opportunities to start a new career/business; and
- An avenue for socialising and to practically support communities.

The Charity's team of volunteers are the "grand parents of the Big Society agenda" and contribute immensely to the successes of our projects. In the year under review volunteers contributions were as follows:

The 50 new volunteers recruited and trained during this reporting period were engaged in the delivery of Diversity House generic activities. They spent **3,188 hours, 38 minutes** in volunteering and when monetised using the National Minimum Wage, this equated to **£23,912.85**.

Diversity House appreciates all those who give their time as volunteers and also those who carry out their work placement in the charity. Our patron Rosemary Dymond DL used the opportunity of our AGM to commend two young people that were involved in the work program in the organisation.

The picture below shows the Patron of Diversity House Mrs Rosemary Dymond DL congratulating two young people for the successful completion of their work program.



Picture shows Mrs Rosemary Dymond DL with two graduates of the work placement program

Within the period under review, the charity joined other local charitable organisations to celebrate and recognise the good work that volunteers do in the community.



A cross section of volunteers

Promotion of Culture

In the year under review, Diversity House team Diversity House hosted workshops for school students at Phoenix House as part of its Black History Month celebration. This coincided with the charity's work on engaging communities to celebrate as a part of its funded project by Big Lottery's #Big Celebration. This event took place on 18th November, 2016. Workshops included the following activities:

- Presentation on Black people in the UK;
- Music workshops;
- Art and crafts;
- Interactive workshops;
- Presentations on "our hair - our identity" (braiding) - an African perspective;
- African folklores and reminiscence;
- African Cuisine accompanied by Gospel music; and
- Dance workshops.

The picture below depicts children from Westlands Primary School, Diversity House Youth Club and members of the community.



Awards and Nominations

Diversity House was nominated at Excellence in Diversity (EiD) Awards 2016 at Leeds

It was a proud moment for us to be nominated for the category - Diversity Champion Charity. A panel of judges including Andy Woodfield PwC, Miranda Wayland ITV, and Dianah Worman OBE gathered to finalise the widely anticipated shortlist. This elite pick and mix of diversity ambassadors gathered in Leeds at The Queens Hotel – reuniting a spectacular array of equality leaders. This exclusive awards ceremony applauded the extraordinary contributions of those that have gone above and beyond their corporate social responsibility, tackling issues internally and externally to influence change in the field of equality and diversity.

For three years running, Diversity House has been nominated, shortlisted and been second runner up for the Diversity award and Excellence in Diversity award respectively. This is an indication of how the organisation is held in high esteem in the industry.



Mr Paul Sessay of EiD with Christine Locke at the Excellence in Diversity Award night

The Heart of Kemsley (HOK)

During this reporting year, we continued to deliver on the two years social walks project funded by the People’s Health Trust. The Heart of Kemsley project aims to promote social cohesion and connecting people.

The Project is progressing really well which can be seen by increased number of participation. All Thanks to the participants and their desire to continue walking on every Wednesday. That is the reason we have named them, as, #WednesdayWalkSuperstars (hashtag on Twitter). Walk Challenge was organized for local people of Kemsley as a part of The Heart of Kemsley project. We were happy to see the good response and enthusiasm among the participants. Participants had to walk down from Sittingbourne to Teynham and return to Sittingbourne. The winners were offered a Free Spa session at Reynolds Fitness centre in Sittingbourne.



Picture showing members of the program on a walk challenge from Sittingbourne to Teynham and back.

Apart from the above activities, the project team provided several opportunities for participants to be active whilst socialising. For example, **the Heart of Kemsley Exotic Meal Get Together on 2nd November, 2016 and The Heart of Kemsley Pamper Party on 16th November, 2016**. The Heart of Kemsley Exotic meal was organised for our members on a bright sunny day. The purpose was to provide the opportunity for our members to enjoy the food and chat with their local friends and community. It would help them build their self-confidence, social network and communications. Following this, pamper party was also organised at Swallows leisure centre where we arranged few beauty and pamper session for HOK members, like threading massage and spa.



Community Integration Program – English as a Second Language (ESOL)

A key achievement of Diversity House in this reporting year is the delivery of **English as a Second Language (ESOL)**. It is obvious that Swale is now a cosmopolitan district with people from over 50 nations residing in it. The key to community integration, inclusion and cohesion is the understanding and use of language. Therefore, to promote these, the charity supported 15 Eastern Europeans with English Language lessons. The picture below shows some Eastern European women with the language facilitator Maz.



Project Co-ordinator & ESOL facilitator Maz with some ESOL learners.

Reporting on projects and compliance

“Benin and British Heritage – A Learning and Engagement Project”

Diversity House was funded for two years by the Heritage Lottery Fund to deliver a heritage project in Swale. This project ended in the year under review and as a way of compliant, learning resources and legacy materials from the project were disseminated to the key stakeholders, such as, Sittingbourne Library, Powell-Cotton Museum, South Avenue Primary School and the Heritage Lottery Fund.

The project was completed in May 2016 and that many tangible and intangible legacies were produced. The success of the heritage project has been the result of the hard work and dedication of the staff, facilitators and participants who have been associated throughout. To capture the lessons learned from this project, the Diversity House team has researched and worked closely with schools and museums to document the learnings about the Benin and British Heritage Culture.



Christine Locke handing over resources to a staff of the Sittingbourne Library

Clubs

a. Diversity House Youth Club

The Charity continues to run its Diversity House Youth Project, which is in its seventh year now. In the first two years of its inception, the Youth Club received awards from our Member of Parliament – Gordon Henderson MP and the Litter Angel’s project. Membership to this Club continues to grow from 40 in the previous year to 50 in this reporting year. The Youth Club continues to cater for young people during the summer and half term holidays to meet the needs of particularly those who are disadvantaged and from the diverse communities, providing alternative to holidays abroad or expensive play/social activities.



Diversity House youths at workshops.

During the period under review, over 100 children partook in workshops, in physical exercises with visits to local parks, they had picnics and interacted with children from cultures different from theirs. They rounded up with a visit to Canterbury Cathedral where they were specially hosted and shown around by the staff of the Cathedral.



Diversity House youths being shown around Canterbury Cathedral.

b. Flamingos and Amigos Reading Club

In the year under review, Diversity House initiated a new project aimed at promoting families reading together and socialising. It is thought that this will help parents to get to talk to their children and also drawing young people momentarily away from their phones. This club was registered with the Sittingbourne Library as “Flamingos and Amigos”.

The Flamingos and Amigos Reading Club is an initiative by Diversity House, started on 5th May, 2016 in Sittingbourne for the Swale residents. The Club was formed following the demand and need of the people. The Club aims to gather people and stimulate friendly conversation and help them build confidence. We also try to help people brush up their conversation skills and encourage diversity by involving people and renowned books from diverse backgrounds.

Since the club’s formation in May 2016, free reading sessions are being and one of these was hosted at The Trenchers Café in The Forum Shopping centre, Sittingbourne. Participants, both, kids and adults were in good number and they all enjoyed the session over a cup of coffee, juice. Each one of them shared the summary of their favourite or recently read book and discussed about the plot of the story. They also exchanged the updates about the authors, style of writing and the upcoming story books or novel in the market.



<https://twitter.com/diversityhouse/status/761138768178970625>

c. Conversation Club

Another of Diversity House’s activities is the conversation club. It aims to build confidence and develop the interpersonal and communication skills of all participants. Participants are able to practice communicating with others in a comfortable and relaxed environment and by taking part in the various activities on offer, participants are also able to have fun and socialise.

Community Engagement & Social Networking

Diversity House were involved in many activities to promote community engagement and socialisation during this reporting year.

- I. Diversity House participated in Art in The Park event on 16th July, 2016

Diversity House participated in the Art in The Park event, which was organized by Milton Creek Country Park team. We showcased African clothing, accessories, Face Painting and food on our stall. We were happy to see the overwhelming response of the visitors who came to visit our stall.



Picture showing Diversity House stalls at the Art in the Park event.

Also, it was an opportunity to speak to local women and girls and to discuss with them the issues and problems they are facing in society today. The objective was to gather evidence that would form the basis for a new project for women and girls in Swale.



Picture showing Diversity House team consulting women and girls during the Art in the Park event.

II. Celebration of Queens 90th Birthday Street Party

On Sunday, 12th June, 2016, Diversity House along with Swale Community Centres at Phoenix House celebrated the Queen's 90th Birthday. A Grand street party was organized which witnessed more than 50 attendees, including local residents and various dignitaries from Swale Borough Council. SFM 106.9 played a major role by entertaining the attendees and broadcasted the party on air. A day was packed with

various activities, face painting, music, delicious food, bouncy castle, fancy dress competition and a special BBQ was also included. This was a free ticketed event for all the service users of Phoenix House and Diversity House. Picture below shows the CEO of Diversity House with community members.

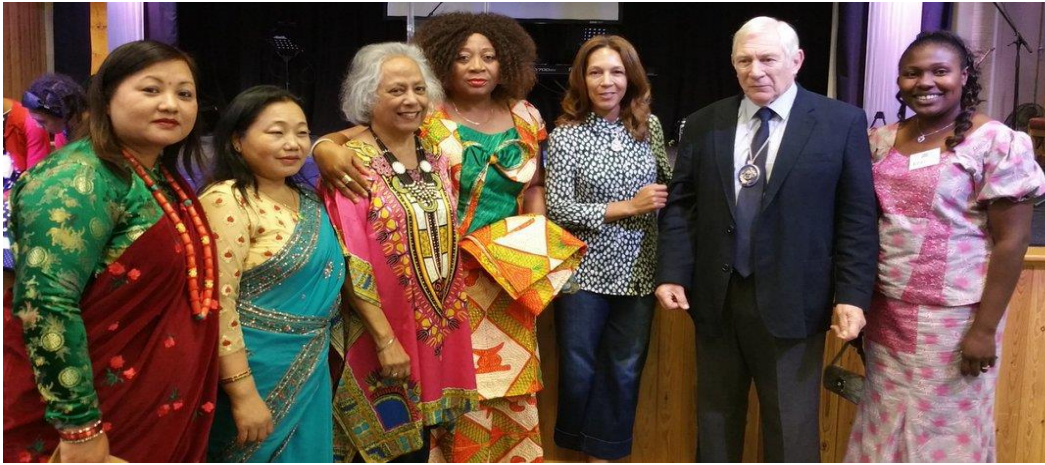


III. Diversity House participated in BME Forum event at Maidstone on 1st October, 2016

The Charity was involved in the formation of the BME Forum more than two years ago. In the reporting year, it participated in the coming together of BME people to socialise and promote their cultures. The event of October was designed for sharing cultures and traditions, meeting new friends, finding out more about the Maidstone BME forum and learning more about services available to new arrivals to the borough. There were 200 guests from 20 different countries around the globe including, Helen Grant MP, the Deputy Mayor of Maidstone, Cllr Malcolm Greer and Mrs Christine Locke, who all came together to celebrate Maidstone's diverse borough and the achievements of the forum over the last year.



Above: From L to R: Helen Grant MP, Mrs Christine Locke and Ravinder Kalsi



The picture above shows Christine Locke, Helen Grant MP and Cllr Malcolm Greer with some members of the BME communities.

IV. Satellite office and community engagement in Maidstone.

In 2015, Diversity House having participated proactively in the formation of the BME Forum in Maidstone, went ahead to set up a satellite office in order to reach the marginalised and disadvantaged communities in the Borough.

During the period under review, Diversity House worked collaboratively with a local Art Gallery - Xross-PolyNation to host a variety of events. One such event is the celebration of the Queen's birthday. Also, we participated in a Book Reading event: "Tales from Turkey", held by the Gallery.

The event was held at Xross-PolyNation Art Studio on 4th April, 2016. At this event, the author, Miriam revealed how after 20 years of living with ME and Fibromyalgia she has developed a career as a full time successful Author, Blogger and Speaker. Watch here: <https://youtu.be/sisZD0i1c40>



Knowledge Exchange

During the period under review, Diversity House engaged itself in much knowledge exchange, giving talks on some specialist subjects such as heritage, culture and history. For instance on, Mrs Christine Locke delivered a talk on South Africa and World War One at Leeds City Museum on 21st October, 2016. Picture below depicts a cross section of academics at the event in Leeds.



Some Academics at Leeds Museum

This year the CEO of Diversity House - Mrs Christine Locke presented BAME histories at "BAME Community History and Representing heritage" event at the University of Nottingham

This event aimed to bring together Midlands-based Black, Asian and Minority Ethnic (BAME) community groups to share their historical research and to discuss with academics and heritage representatives how heritage venues might better present BAME histories. There were presentations on historical research findings and issues of BAME representation, case studies of good practice examples in heritage venues, small displays of historical research and roundtable discussions. Mrs Christine Locke, CEO, Diversity House along and Melissa Jo Smith from Illuminated Arts made the presentation on 'ALLIES IN HERITAGE: BETTER REPRESENTATION OF BAME HISTORIES IN HERITAGE VENUES'.



Christine Locke presenting at the University of Nottingham

Also, as part of its social responsibilities to promote community inclusion and social cohesion, the CEO of Diversity House engaged with the Imperial War Museum to explore ways of making the exhibitions at the Museum more representative of the communities to visits it. In the year under review, Diversity House was invited to become member of the IWM People’s Forum.



Christine Locke with some members of the IWM People’s Forum

Fundraising Activities

During the period under review, time was spent on fund raising activities. In order to put in a good case to funding bodies why particular projects should be funded, the Project Lead who is the main bid writer spent approximately 817 hours in both desk top and primary research, gathering evidence of need and conducting gap analyses. During this people, a bid was put to the Heritage Lottery Fund for a grant through “our heritage” funding stream for a World War One project. This bid was successful and the charity was granted some funding for a two year project. Another proposal for a continuation funding for a previously BLF funded project – Swale Women Empowering Women project was put in after several months of consultation with women and girls in Swale. For instance, Diversity House invited all Swale based Women and Girls on Wednesday, 3rd August, 2016 at our office in Phoenix House. The objective was to have a general discussion with all Women and Girls regarding the issues they are facing in their life at the moment and what are the factors which are obstructing them to move forward and chase their dreams, like, Career. This is because Diversity House believes that everyone has equal rights to chase their own dream and move ahead in life with full confidence and zeal.

Also, within this period, funding was sought and received from the following funders:

- Big Celebrate (Big Lottery Fund) – for implementing a community cohesion program in the school and with communities;
- Members grants – Kent County Council
- Culture and heritage grants from Swale Borough Council

Communication on Social Actions – United Nations Global Compact

Diversity House Limited supports the ten principles of the UN Compact with respect to human rights, labour, environment, and anti-corruption. Within this period, the charity lived up to its commitment of

ensuring that it implements these ten tenets in all its activities and also communicated these to all partners. Below are some of the activities carried out in line with the principles of the UN Compact:

1) Social Action activity #Global Goals

What are Global Goals? On 1 January 2016, the 17 Sustainable Development Goals (SDGs) of the 2030 Agenda for Sustainable Development — adopted by world leaders in September 2015 at an historic UN Summit — officially came into force. Over the next fifteen years, with these new Goals that universally apply to all, countries will mobilize efforts to end all forms of poverty, fight inequalities and tackle climate change, while ensuring that no one is left behind.

In order to show support to the Global Goals, Diversity House team took a Selfie with Global Goals poster and performed this Social Action Activity.



2) Violence against Women

As part of the charity's commitment to promoting social justice and equality of human rights, Diversity House supports Mrs Helen Grant MP at House of Commons on September 08, 2016 in the debate on Chibok Girls.



Christine Locke with Helen Grant MP and Ravinder Kalsi at the House of Commons.

3) Women's involvement in Policy Decisions

As part of promoting gender equality in all strata of community life, Diversity House joined hundreds of women across the nation at a conference in the House of parliament on 15th July, 2016. The conference was organized by the Women Equality Party to hear black women's voices so as to set out plans for a fairer future for all women using the intersectional approach.



Christine Locke at House of Parliament with women from diverse communities.

4) Alienation

Diversity House was very vocal in condemning societal alienation and the disenfranchisement of some communities. Through campaigns and interviews in local Radios and magazines, the leader of the charity avowed that the charity will do everything it can to support these groups in our sphere of operation.

According to the leader of the charity:

“A country that appreciates diversity will always progress. Swale country has the fastest growing population of ethnic minorities in Kent. Like everybody else, Black and Asian minority communities came from London attracted by affordable housing, good schools and easy commuting distances to London after the millennium. Yet with these changes, no one was addressing the underlying issues of discrimination and marginalisation that minority communities were facing.” See -

<http://diversitybusinesspromotes.uk/christine-locke-founder-diversity-house-speaks-alienated-societies/>

New Projects

a) World War One Project

Diversity House within this reporting year received £95,300 from the Heritage Lottery Fund (HLF) for an exciting new project, **“Breaking the Myths: First World War and Africa”**. This project is being delivered in Boroughs of Swale and Maidstone. World War One was a global conflict and has an important and lasting legacy on the entire world. However, many of the commemorations fail to acknowledge the contributions, experiences and trauma of Non-European Countries. This project aims to address this exclusion by highlighting the involvement of African people and the conflict played out within Africa.

There was a lot of preparation made prior to the commencement of the project such as;

- Recruiting stakeholders
- Engaging with other WWI funded projects
- Communicating learning and knowledge with key stakeholders, among others.

It was with reference to the above that Diversity House attended the Gateways to the First World War End of Phase 1 event at University of Kent, Canterbury on 11 November, 2016.



Participants at the Gateways to the First World War conference

The project, although on its very early stage has made great impression in Swale and Maidstone and with many partners. Even before, its formal launching in January 2017, Diversity House was asked by the local

branch of the British Legion to lay a wreath for fallen soldiers from the Commonwealth and Dominions on Remembrance Day. Also, Diversity House was invited to present at the WWI Committee of Swale Borough Council. A plan for Diversity House to build a plaque in remembrance of fallen soldiers from the Commonwealth has been agreed and the charity is now looking for funding to make this a reality.

There are 17 different organisations involved in the project steering committee.



Christine Locke laying the wreath for the Commonwealth & Dominion on Remembrance Day

We successfully launched our 'Breaking the Myths: World War 1 in Africa' project on 20th January, 2017 at Kent County Council in Maidstone. The event was attended by policy makers, educators, academics and members of the community. The discussion and talks were held to explore, reflect on existing issues and barriers, and focused on how best to approach an inclusive way of learning about and commemorating WWI fallen heroes. We had some wonderful guest speakers on the day like, Neema Kambona from Diversity Business Magazine; Dr Anne Samson an independent historian who has published two books on the First World War in Africa; Professor David Killingray, Emeritus Professor of Modern History at Goldsmiths University, London; Marika Sherwood, a Hungarian-born historian, researcher, educator and author. On the day, the delegates enjoyed the performances by Bantu Arts, Wuntanara Dance Ensemble and the poem by Chief Ayo Oyebade, poet and financial Secretary of Actors Guild of UK Nollywood.



Christine Locke with Dr Anne Samson & Mr MacDonald of CWGC at the project launch at KCC

DIGITAL MEDIA IMPACT

Digital media has been instrumental in enabling us to reach out to the target people and deliver our message effectively. It has proved to be a great tool for sharing and exchanging relevant information across platforms and groups. In addition, it has helped us to draw large number of audience to our events and spread word across about our engagement and initiatives with different other social groups and

communities. Also, it has helped us to draw traffic to our website and facilitate visitors to gather more information about our mission and projects. Over the years, we have been able to make an impressive reach through Digital Media with people from different strata of life.

We have started using more relevant Hashtags and tag the related authorities so that Funders and others may get the update on the progress of funded projects. We have been noticing that a lot of people have recently started following us on Instagram, Twitter and on Face book via recommendations due to relevance of our charity and its mission. Going forward, we aim to make our digital presence more interesting and relevant so that it can engage more people and give information to them.

Independent Examiners Report to the Trustees
For the Year Ended 31st March 2017

I report on the accounts of the charitable company for the year ended 31 March 2017, which comprise the Statement of Financial Position and the related notes.

Respective responsibilities of trustees and examiner

The Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charitable company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.

LYNDENS
accountants
53 WEST STREET
SITTINGBOURNE
KENT, ME10 1AN
TEL: 01795 422565



Statement of Financial Activities (including Income and Expenditure Account)
for the year ended 31 March 2017

	Notes	Unrestricted funds £	Restricted funds £	2017 £	2016 £
Income and endowments from:					
Donations and legacies	2	3,630	75,997	79,627	83,712
Charitable activities	3	-	-	-	2,250
Investments	4	-	-	-	48
Total		3,630	75,997	79,627	86,010
Expenditure on:					
Raising funds	5	(6,459)	-	(6,459)	(11,453)
Charitable activities	6/7	(5,712)	(47,828)	(53,540)	(107,854)
Total		(12,171)	(47,828)	(59,999)	(119,307)
Net income/expenditure		(8,541)	28,169	19,628	(33,297)
Reconciliation of funds					
Total funds brought forward		11,802	25,583	37,385	83,047
Total funds carried forward		3,261	53,752	57,013	49,750

Diversity House Limited
Statement of Financial Position
For the year ended 31 March 2017

	Notes	2017 £	2016 £
Fixed assets			
Tangible assets	12	1,192	2,492
		<u>1,192</u>	<u>2,492</u>
Current assets			
Cash at bank and in hand		60,218	52,308
		<u>60,218</u>	<u>52,308</u>
Creditors: amounts falling due within one year	13	(4,397)	(5,052)
Net current assets		<u>55,821</u>	<u>47,256</u>
Total assets less current liabilities		<u>57,013</u>	<u>49,750</u>
Net assets		<u>57,013</u>	<u>49,750</u>
The funds of the charity			
Restricted income funds	14	53,752	25,583
Unrestricted income funds	14	3,261	24,167
Total funds		<u>57,013</u>	<u>49,750</u>

For the year ended 31 March 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statement were approved and authorised for issue by the Board and signed on its behalf by:

.....
Mrs Christine Locke
Trustee
09 June 2017

Diversity House Limited
Notes to the Financial Statements
For the year ended 31 March 2017

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Diversity House Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure:

Taxation

The Charity is exempt from corporation tax on its charitable activities. However the charity is required by HMRC to file a corporation tax return every financial year.

Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and machinery 20% Straight line

2. Income from donations and legacies

	Unrestricted funds	Restricted funds	2017	2016
	£	£	£	£
Donations received	3,630	68	3,698	3,501
Grants received	-	75,929	75,929	80,211
	3,630	75,997	79,627	83,712

Diversity House Limited
Notes to the Financial Statements Continued
For the year ended 31 March 2017

Analysis of grants received

	2017	2016
	£	£
Big lottery Fund	7,810	42,500
Heritage Lottery Fund	55,002	32,600
Kent County Council	1,000	500
Medway Council	-	1,000
People's Health Trust	8,667	4,728
Swale Borough Council	1,750	2,633
	<u>74,229</u>	<u>83,961</u>

3. Income from charitable activities

	2017	2016
	£	£
<i>Diversity House</i>		
Income from charitable activities	-	2,250

4. Investment income

	2017	2016
	£	£
Other investment income	-	48
	<u>-</u>	<u>48</u>

5. Expenditure on generating donations and legacies

	2017	2016
	£	£
Unrestricted funds		
Support costs	6,459	11,453
	<u>6,459</u>	<u>11,453</u>

Diversity House Limited
Notes to the Financial Statements Continued
For the year ended 31 March 2017

6. Costs of charitable activities by fund type

	Unrestricted funds	Restricted funds	2017	2016
	£	£	£	£
Diversity House	3,885	-	3,885	250
Big Lottery Fund	-	8,449	8,449	51,453
Heritage Lottery Fund	-	20,349	20,349	38,163
People Health Trust (HOK)	-	8,288	8,288	3,389
KCC Member's Fund	-	1,000	1,000	-
Westlands DH	-	1,786	1,786	-
Support costs	1,827	7,956	9,783	11,720
	5,712	47,828	53,540	104,975

7. Costs of charitable activities by activity type

	Activities undertaken directly	Grant funding of activities	Support costs	2017	2016
	£	£	£	£	£
Diversity House	3,635	250	1,827	5,712	250
Big Lottery Fund	8,449	-	660	9,109	58,628
Heritage Lottery Fund	20,349	-	3,583	23,932	42,317
People Health Trust (HOK)	3,063	5,225	2,966	11,254	3,780
KCC Member's Fund	1,000	-	-	1,000	-
Swale Borough Council	-	-	747	747	-
Westlands DH	1,786	-	-	1,786	-
	38,282	5,475	9,783	53,540	104,975

8. Analysis of support costs

	Raising funds	Big Lottery Fund	Heritage Lottery Fund	People Health Trust (HOK)	Swale Borough Council
	£	£	£	£	£
Management	3,408	660	3,583	2,966	627
Office Administrative Expenses	3,051	-	-	-	-
	6,459	660	3,583	2,966	627

Diversity House Limited
Notes to the Financial Statements Continued
For the year ended 31 March 2017

8. Analysis of support costs continued

	2017	2016
	£	£
Management	11,244	23,173
Governance costs	1,947	-
	16,242	23,173
	16,242	23,173

9. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2017	2016
	£	£
Depreciation of owned fixed assets	1,300	1,300
Accountancy fees	1,837	2,759
Auditor's fees	120	120

10. Staff costs

Total staff costs for the year ended 31 March 2017 were:

	2017	2016
	£	£
Salaries and wages	24,093	56,246
	24,093	56,246
	24,093	56,246

Diversity House Limited
Notes to the Financial Statements Continued
For the year ended 31 March 2017

11. Comparative for the Statement of Financial Activities

	Unrestricted funds £	Restricted funds £	2017 £
Income and endowments from:			
Donations and legacies	2,501	81,211	83,712
Charitable activities	-	2,250	2,250
Investments	48	-	48
Total	2,549	83,461	86,010
Expenditure on:			
Raising funds	-	(11,453)	(11,453)
Charitable activities	(1,237)	(106,617)	(107,854)
Total	(1,237)	(118,070)	(119,307)
Net income/expenditure	1,312	(34,609)	(33,297)
Reconciliation of funds			
Total funds brought forward	22,855	60,192	83,047
Total funds carried forward	24,167	25,583	49,750

12. Tangible fixed assets

Cost or valuation	Plant and machinery £
At 01 April 2016	11,944
At 31 March 2017	11,944
Depreciation	
At 01 April 2016	9,452
Charge for year	1,300
At 31 March 2017	10,752
Net book values	
At 31 March 2017	1,192
At 31 March 2016	2,492

The depreciation charge for the year is £10 in respect of assets leased under finance leases or hire purchase contracts.

13. Creditors: amounts falling due within one year

	2017 £	2016 £
Trade creditors	901	(1,092)
Accruals and deferred income	3,496	6,144
	4,397	5,052

Diversity House Limited
Notes to the Financial Statements Continued
For the year ended 31 March 2017

14. Movement in funds

Unrestricted Funds

	Balance at 01/04/2016	Incoming resources	Outgoing resources	Balance at 31/03/2017
	£	£	£	£
<i>General</i>				
General	11,802	3,630	(12,171)	3,261
	<u>11,802</u>	<u>3,630</u>	<u>(12,171)</u>	<u>3,261</u>

Unrestricted Funds - Previous year

	Balance at 01/04/2015	Incoming resources	Outgoing resources	Balance at 31/03/2016
	£	£	£	£
<i>General</i>				
General	22,855	2,549	(1,237)	24,167
	<u>22,855</u>	<u>2,549</u>	<u>(1,237)</u>	<u>24,167</u>

Purpose of unrestricted Funds

General

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted Funds

	Balance at 01/04/2016	Incoming resources	Outgoing resources	Balance at 31/03/2017
	£	£	£	£
General (restricted)	25,583	75,997	(47,828)	53,752
	<u>25,583</u>	<u>75,997</u>	<u>(47,828)</u>	<u>53,752</u>

Restricted Funds - Previous year

	Balance at 01/04/2015	Incoming resources	Outgoing resources	Balance at 31/03/2016
	£	£	£	£
General (restricted)	60,192	83,461	(118,070)	25,583
	<u>60,192</u>	<u>83,461</u>	<u>(118,070)</u>	<u>25,583</u>

Diversity House Limited
Notes to the Financial Statements Continued
For the year ended 31 March 2017

Purpose of restricted funds

General (restricted)

Restricted funds can only be used for particular restricted purposes within the objects of the charity or as specified by the donor.

15. Analysis of net assets between funds

	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£
Unrestricted funds			
<i>General</i>			
General	-	3,261	3,261
Restricted funds			
General (restricted)	1,192	52,560	53,752
	1,192	55,821	57,013
Previous year			
	Tangible fixed assets	Net current assets / (liabilities)	Net Assets
	£	£	£
Unrestricted funds			
<i>General</i>			
General	-	24,165	24,165
Restricted funds			
General (restricted)	2,492	23,091	25,583
	2,492	47,256	49,748

Diversity House Limited
Detailed Statement of Financial Activities
For the year ended 31 March 2017

	2017	2016
	£	£
INCOME AND ENDOWMENT		
Donations and legacies		
Donations	3,698	3,501
Grants receivable	75,929	80,211
	79,627	83,712
Charitable activities		
Income from charitable activities	-	2,250
	-	2,250
Investments		
Other investment income	-	48
	-	48
Total incoming resources	79,627	86,010
EXPENDITURE		
Charitable activities		
Cost of direct charitable activity -Diversity House	(3,635)	(250)
Cost of grant funded charitable activity – Div. Hse	(250)	-
Cost of direct charitable activity -BLF	(8,449)	(51,453)
Cost of direct charitable activity - HLF	(20,349)	(38,163)
Cost of direct charitable activity - PHT	(3,063)	(3,389)
Cost of grant funded charitable activity	(5,225)	-
Cost of direct charitable activity -KCC Member's Fund	(1,000)	-
Cost of direct charitable activity - Westlands DH	(1,786)	-
	(43,757)	(93,255)
SUPPORT COSTS		
Management		
Diversity House	(3,408)	(11,453)
Big Lottery Funds	(660)	(7,175)
Heritage Lottery Funds	(3,583)	(4,154)
The People's Trust	(2,966)	(391)
Kent County Council	(627)	-
	(11,244)	(23,173)
Office Administrative Expenses		
Office Administrative Expenses	(3,051)	-
	(3,051)	-
Governance costs		
Accountancy fees	(1,827)	(2,759)
Independent Examination	(120)	(120)
	(1,947)	(2,879)
Total resources expended	(59,999)	(119,307)
Net Income	19,628	(33,297)