

Company registration number: 06188059

Charity registration number: 1122960

Diversity House Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2019

Diversity House Limited

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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 based on 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, which appears to be 'Christine Locke'.

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 in this eleventh year of the inception of our charity, that we are running very strong. 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 the highlights our achievements are:

- Celebration of World War One Inclusive Remembrance in October 2019 with the Swale Borough Council;
- LAPCEL – Palliative Care and End of Life project in partnership with University of Greenwich, Anglia Ruskin University, Ellenor Hospice, Public Health England, Medway Diversity Forum, among others;
- 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;
- Breaking the Myths: World War One and Africa;
- Swale Women Empowering Women Project;
- 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 several paid staffs, 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 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 our "Breaking the Myths: Africa and World War One" project funded by the Heritage Lottery Fund two-years successfully concluded in December 2018. We are still delivering the Supporting Women and Girls project funded by the Big Lottery Fund. This project will end in May 2020.

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!

Christine Locke

Diversity House Limited

Reference and Administrative Details

Chief Executive Officer

Christine Locke

Trustees

Mr Tunde Jotham

Christine Anne White

Christine Locke

Patrick Locke

Senior Management Team

Abtax CA Limited, Reporting Accountant

Principal Office

Phoenix House
Central Avenue
Sittingbourne
Kent
ME10 4BX

The charity is incorporated in England.

Company Registration Number

06188059

Charity Registration Number

1122960

Bankers

HSBC
Sittingbourne
115 High Street
Sittingbourne
Kent
ME10 4AL

Independent Examiner

Lydens Accountant
53 West Street
Sittingbourne
Kent
ME10 1AN

Diversity House Limited

Strategic Report for the Year Ended 31 March 2019

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2019, in compliance with s414C of the Companies Act 2006.

Achievements and performance

[Review of charitable activities undertaken](#)

Financial review

[Review of financial position](#)

Funds in deficit

There was no deficit in the year.

Principal funding sources

The principal funding sources are Big Lottery Fund, Heritage Lottery Fund, other government agencies and local authorities

Plans for future periods

Activities planned to achieve aims

[Activities planned to achieve aims](#)

Principal risks and uncertainties

Risk Management

Assurance against Fraud and error

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.

The strategic report was approved by the trustees of the charity on 9 August 2019 and signed on its behalf by:

.....

Christine Locke
Chief Executive Officer and Trustee

Diversity House Limited

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2019.

Trustees

Mr Tunde Jotham

Christine Anne White

Christine Locke

Patrick Locke

Objectives and activities

Objects 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; 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.

Objectives, strategies and activities

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.

Diversity House Limited

Trustees' Report

Fundraising disclosures

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 period, 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 now 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

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 and 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 placements
- Group session
- Consultancy
- Fundraising
- Support

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Diversity House Limited

Trustees' Report

Structure, governance and management

Nature of governing document

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

Recruitment and appointment of 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 trustees

We have instituted policy or procedure for the training of trustees and within the period under review had carried out trustee 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.

Diversity House Limited

Trustees' Report

Relationships with related parties

Relationship with other groups, Public Sector

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.

Significant risks and management of those risks

Risk Management

Assurance against Fraud and error

The trustees have 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.

The annual report was approved by the trustees of the charity on 9 August 2019 and signed on its behalf by:

.....
Christine Locke
Chief Executive Officer and Trustee

Diversity House Limited

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Diversity House Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

Approved by the trustees of the charity on 9 August 2019 and signed on its behalf by:

.....
Christine Locke
Chief Executive Officer and Trustee

Diversity House Limited

Independent Examiner's Report to the trustees of Diversity House Limited

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2019 which are set out on pages 9 to 18.

Respective responsibilities of trustees and examiner

As the charity's trustees of Diversity House Limited (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Diversity House Limited are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Diversity House Limited as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....

53 West Street
Sittingbourne
Kent
ME10 1AN

16 August 2019

Diversity House Limited

Statement of Financial Activities for the Year Ended 31 March 2019 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:				
Donations and legacies	3	6,687	139,851	146,538
Investment income	4	95	-	95
Total income		<u>6,782</u>	<u>139,851</u>	<u>146,633</u>
Expenditure on:				
Raising funds	5	(667)	(477)	(1,144)
Charitable activities	6	(656)	(132,148)	(132,804)
Total expenditure		<u>(1,323)</u>	<u>(132,625)</u>	<u>(133,948)</u>
Net income		5,459	7,226	12,685
Transfers between funds		1,160	(621)	539
Net movement in funds		6,619	6,605	13,224
Reconciliation of funds				
Total funds brought forward		8,891	78,549	87,440
Total funds carried forward	13	<u>15,510</u>	<u>85,154</u>	<u>100,664</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2018 £
Income and Endowments from:				
Donations and legacies	3	10,229	176,398	186,627
Investment income	4	34	-	34
Total income		<u>10,263</u>	<u>176,398</u>	<u>186,661</u>
Expenditure on:				
Raising funds	5	(2,809)	-	(2,809)
Charitable activities	6	(1,824)	(151,031)	(152,855)
Total expenditure		<u>(4,633)</u>	<u>(151,031)</u>	<u>(155,664)</u>
Net income		5,630	25,367	30,997
Net movement in funds		5,630	25,367	30,997
Reconciliation of funds				
Total funds brought forward		3,261	53,752	57,013
Total funds carried forward	13	<u>8,891</u>	<u>79,119</u>	<u>88,010</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2018 is shown in note 13.

Diversity House Limited
(Registration number: 06188059)
Balance Sheet as at 31 March 2019

	Note	2019 £	2018 £
Current assets			
Cash at bank and in hand		103,906	108,342
Creditors: Amounts falling due within one year	12	(3,242)	(20,332)
Net assets		100,664	88,010
Funds of the charity:			
Restricted funds		85,154	79,119
Unrestricted income funds			
Unrestricted funds		15,510	8,891
Total funds	13	100,664	88,010

For the financial year ending 31 March 2019, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors 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 the company's subject to the small companies' regime.

The financial statements on pages 9 to 18 were approved by the trustees, and authorised for issue on 9 August 2019 and signed on their behalf by:

.....
Christine Locke
Chief Executive Officer and Trustee

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £Nil towards the assets of the charity in the event of liquidation.

The address of its registered office is:

Phoenix House
Central Avenue
Sittingbourne
Kent
ME10 4BX

These financial statements were authorised for issue by the trustees on 9 August 2019.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

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 notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of the income receivable can be measured reliably.

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to headings, they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees' meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Plant and machinery	20% Straight line basis

Research and development

Research and development expenditure is written off as incurred.

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Foreign exchange

Transactions in foreign currencies are recorded at the rate of exchange at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are reported at the rates of exchange prevailing at that date.

The results of overseas operations are translated at the average rates of exchange during the period and their balance sheets at the rates ruling at the balance sheet date. Exchange differences arising on translation of the opening net assets and results of overseas operations are reported in other comprehensive income and accumulated in equity (attributed to non-controlling interests as appropriate).

Other exchange differences are recognised in the Statement of Financial Activities in the period in which they arise except for:

- 1) exchange differences on transactions entered into to hedge certain foreign currency risks (see above);
- 2) exchange differences arising on gains or losses on non-monetary items which are recognised in other comprehensive income; and
- 3) in the case of the consolidated financial statements, exchange differences on monetary items receivable from or payable to a foreign operation for which settlement is neither planned nor likely to occur (therefore forming part of the net investment in the foreign operation), which are recognised in other comprehensive income and reported under equity.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in an area or for specific purposes, the use of which is restricted to that area or purpose.

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

3 Income from donations and legacies

	Unrestricted funds		Total 2019 £	Total 2018 £
	General £	Restricted funds £		
Grants, including capital grants;				
Grants from other charities	6,687	139,851	146,538	186,627
	6,687	139,851	146,538	186,627

4 Investment income

	Unrestricted funds		Total 2019 £	Total 2018 £
	General £			
Interest receivable and similar income;				
Interest receivable on bank deposits		95	95	34
		95	95	34

5 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds		Total 2019 £	Total 2018 £
		General £			
Other direct costs of generating voluntary income		667		667	1,009
		667		667	1,009

b) Investment management costs

	Note	Restricted funds £	Total 2019 £
Allocated support costs		477	477
		477	477

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

6 Expenditure on charitable activities

	Unrestricted funds		Total 2019 £	Total 2018 £
	General £	Restricted funds £		
Diversity House	1,203	-	1,203	4,632
Big Lottery Fund	-	86,685	86,685	94,270
Heritage Lottery Fund	-	33,471	33,471	50,047
People Health Trust (HOK)	-	107	107	2,115
KCC Member's Fund	-	-	-	1,516
Swale Remembers	-	1,907	1,907	-
Swale Borough Council	-	222	222	750
Ministry of Defence	-	2,151	2,151	-
Kent County Council (YDFC)	-	32	32	-
National Lottery Awards	-	6,319	6,319	2,331
Kent Community Foundation	-	251	251	-
Kent County Council (MIC)	-	1,480	1,480	-
	1,203	132,625	133,828	155,661

£1,203 (2018 - £4,632) of the above expenditure was attributable to unrestricted funds and £132,625 (2018 - £151,029) to restricted funds.

In addition to the expenditure analysed above, there are also governance costs of £Nil (2018 - £Nil) which relate directly to charitable activities. See note for further details.

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2019 £	2018 £
Depreciation of fixed assets	-	1,192

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

	2019 £	2018 £
Staff costs during the year were:		
Wages and salaries	67,563	83,297

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full-time equivalents was as follows:

	2019 No	2018 No
Average Number of Employees	4	3

No employee received emoluments of more than £60,000 during the year.

10 Independent examiner's remuneration

	2019 £	2018 £
Other fees to examiners		
The examining of accounts of any associate of the charity	120	120

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

12 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade creditors	3,120	16,836
Other creditors	2	1
Accruals	120	3,495
	3,242	20,332

13 Funds

	Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2019 £
Unrestricted funds					
General	(8,891)	(6,782)	1,323	(1,160)	(15,510)
Restricted funds	(71,012)	(147,388)	132,625	621	(85,154)
Total funds	(79,903)	(154,170)	133,948	(539)	(100,664)

Unrestricted funds

	Balance at 1 April 2017 £	Incoming resources £	Resources expended £	Balance at 31 March 2018 £
Unrestricted funds				
General	(3,261)	(10,263)	4,633	(8,891)
Restricted funds	(53,752)	(176,398)	151,031	(79,119)
Total funds	(57,013)	(186,661)	155,664	(88,010)

Unrestricted funds

Diversity House Limited

Notes to the Financial Statements for the Year Ended 31 March 2019

14 Analysis of net funds

	At 1 April 2018	Cash flow	At 31 March
	£	£	2019
			£
Cash at bank and in hand	108,342	(4,436)	103,906
Net debt	108,342	(4,436)	103,906

	At 1 April 2017	Cash flow	At 31 March
	£	£	2018
			£
Cash at bank and in hand	60,218	48,124	108,342
Net debt	60,218	48,124	108,342

Diversity House Limited

Statement of Financial Activities by fund for the Year Ended 31 March 2019

Restricted funds

	Total Restricted funds 2019 £	Restricted funds 2018 £
Income and Endowments from:		
Donations and legacies	139,851	176,398
Total income	<u>139,851</u>	<u>176,398</u>
Expenditure on:		
Raising funds	(477)	-
Charitable activities	(132,148)	(151,031)
Total expenditure	<u>(132,625)</u>	<u>(151,031)</u>
Net income	7,226	25,367
Transfers between funds	(621)	-
Net movement in funds	6,605	25,367
Reconciliation of funds		
Total funds brought forward	<u>78,549</u>	<u>53,752</u>
Total funds carried forward	<u>85,154</u>	<u>79,119</u>

Diversity House Limited

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	2019		2019	
	Unrestricted funds			Total 2018
	General £	Restricted funds £	Total £	£
Income and Endowments from:				
Donations and legacies (analysed below)	6,687	139,851	146,538	186,627
Investment income (analysed below)	95	-	95	34
Total income	6,782	139,851	146,633	186,661
Expenditure on:				
Raising funds (analysed below)	(667)	(477)	(1,144)	(2,809)
Charitable activities (analysed below)	(656)	(132,148)	(132,804)	(152,855)
Total expenditure	(1,323)	(132,625)	(133,948)	(155,664)
Net income	5,459	7,226	12,685	30,997
Transfers between funds (analysed below)	1,160	(621)	539	-
Net movement in funds	6,619	6,605	13,224	30,997
Reconciliation of funds				
Total funds brought forward	8,891	78,549	87,440	57,013
Total funds carried forward	15,510	85,154	100,664	88,010

Diversity House Limited

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	2019		2019	
	Unrestricted funds		Total	Total 2018
	General	Restricted funds		
	£	£	£	£
<i>Donations and legacies</i>				
Grants - Ministry of Defence	-	2,000	2,000	-
Grants - Kent Community Foundation	-	4,679	4,679	-
Grants -Swale Remembers	-	2,600	2,600	-
Grants -Youth Dance for Cohesion	-	1,000	1,000	-
Grants -Big Lottery Fund	-	118,992	118,992	123,514
Grants - Heritage Lottery Fund	-	9,530	9,530	-
Grants - Heritage Lottery Fund	-	-	-	38,120
Grants - People Health Trust	-	-	-	2,363
Grants - KCC Members Fund	-	-	-	3,000
Grants - Swale Council	-	1,050	1,050	-
Grants - Swale Council	-	-	-	750
Grants - NLA	-	-	-	8,651
Grants - Diversity House	6,687	-	6,687	10,229
	6,687	139,851	146,538	186,627

	2019		2019	
	Unrestricted funds		Total	Total 2018
	General	Total		
	£	£	£	£
<i>Investment income</i>				
Interest on cash deposits	95	95	95	34
	95	95	95	34

Diversity House Limited

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	2019		2019	
	Unrestricted funds		Total	Total 2018
	General	Restricted funds		
	£	£	£	£
<i>Raising funds</i>				
Wages & salaries - Diversity House	-	-	-	(1,800)
Office expenses - Diversity House	(667)	-	(667)	(1,009)
Office expenses	-	(477)	(477)	-
	(667)	(477)	(1,144)	(2,809)

	2019		2019	
	Unrestricted funds		Total	Total 2018
	General	Restricted funds		
	£	£	£	£
<i>Charitable activities</i>				
Direct costs - Ministry of Defence	-	(2,151)	(2,151)	-
Direct costs - Kent Community Foundation	-	(251)	(251)	-
Direct costs - Swale Remembers	-	(1,430)	(1,430)	-
Direct costs - Youth Dance for Cohesion	-	(32)	(32)	-
Direct costs - Big Lottery Funds	-	(14,414)	(14,414)	(22,075)
Direct costs - NLA - BEMCV	-	(10,891)	(10,891)	(22,122)
Direct costs - Ministry of Defence	-	(107)	(107)	(356)
Direct costs - Youth Dance for Cohesion	-	(1,480)	(1,480)	(1,453)
Direct costs - Swale Council	-	(120)	(120)	(750)
Direct costs - Kent Council Foundation	-	(3,254)	(3,254)	(2,162)
General Funds	(356)	-	(356)	(1,175)
Wages & salaries - Big Lottery Fund	-	(56,386)	(56,386)	(62,494)
Wages & salaries - Heritage Lottery Fund	-	(11,177)	(11,177)	(18,055)
Wages & salaries - Ministry of Defence	-	-	-	(948)
Wages & salaries - Youth Dance for Cohesion	-	-	-	(64)
Wages & salaries - NLA BEMCV	-	(2,252)	(2,252)	(63)
Office expenses: BLF	-	(15,884)	(15,884)	(8,509)
Office expenses - HLF	-	(11,403)	(11,403)	(9,871)

Diversity House Limited

Detailed Statement of Financial Activities for the Year Ended 31 March 2019

	2019		2019	
	Unrestricted funds			
	General £	Restricted funds £	Total £	Total 2018 £
Office expenses - PHT	-	-	-	(811)
Office expenses -Swale Council	-	(103)	(103)	-
Office expenses - NLA	-	(813)	(813)	(106)
Accountancy fees - Diversity House	(180)	-	(180)	-
Independent examiner's fee	(120)	-	(120)	(120)
Legal and professional fees	-	-	-	(529)
Depreciation of plant and machinery	-	-	-	(1,192)
	(656)	(132,148)	(132,804)	(152,855)

	2019		2019	
	Unrestricted funds			
	General £	Restricted funds £	Total £	Total 2018 £
<i>Transfers between funds</i>				
Funds - Transfer from another fund	-	2	2	-
Funds - Transfer from another fund	-	107	107	-
Funds - Transfer from another fund	1,160	-	1,160	-
Funds - Transfer to another fund	-	(4)	(4)	-
Funds - Transfer to another fund	-	(726)	(726)	-
	1,160	(621)	539	-