

THE BRAVEHEART ASSOCIATION (SCIO)

**TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

Charity no: SC034617

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**TRUSTEES' ANNUAL REPORT
FOR THE PERIOD ENDED 31 MARCH 2021**

The Trustees submit their report together with the financial statements for the period ended 31 March 2021.

Reference and Administrative Information

Charity name:	The Braveheart Association (SCIO)
Charity number:	SC034617
Operational address:	Falkirk Community Hospital Majors Loan Falkirk FK1 5QE
Trustees	Gordon Thomson - Chairman Charlie Colliar - Treasurer from November 2020 Jamie Bomber Nina Saunders–Secretary Blair Alston - Treasurer from April to November 2020
Independent Examiner	Elisha Kimani 12 McLeod Road Alloa, Clackmannanshire FK10 1EF
Solicitors	Katherine Irvine Assistant Solicitor Harper MacLeod LLP The Ca'd'oro 45 Gordon Street Glasgow G1 3PE
Bankers	The Royal Bank of Scotland Falkirk Newmarket Street Branch 2 Newmarket Centre Falkirk FK1 1JX

Structure, Governance and Management

Governing document

The charity is a Scottish Charitable Incorporated Organisation (SCIO) governed by its constitution and controlled by its Trustees.

Our trustees

The constitution states a maximum number of 14 trustees.

Trustees receive induction and information on the activities, policies and procedures of the Braveheart Association.

Risk management

A comprehensive risk assessment has been carried out and examined the major risks that the charity faces and a risk management strategy has been developed comprising:

- an annual review of the risks
- the establishment of systems and procedures to mitigate those risks identified in the plan, and
- the implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise.

Braveheart Vision

Our vision is to see the burden of long terms conditions reduced, to the individuals who might develop them, to those who are already living with them, and to wider society as a whole.

The Objects of the Association are:

To provide a framework of active support and encouragement for adults and their families with any long term condition and those at risk of developing a long term condition and, to promote their current and future wellbeing.

Our main objectives and activities continue to focus upon providing support for adults living with or are at risk of developing a long term condition. This is in two main areas:

- Self-management programmes, where people come together to learn and support one another
- Encouraging people to regular exercise by offering a variety of supported walking groups and activities across Forth Valley.

Braveheart promotes healthy lifestyles with a focus on preventing the development of long term conditions and has developed a number of different self-management programmes and an extensive network of weekly and monthly walks. We can also offer longer term support through our Braveheart Plus groups. All those programmes also address a significant and emerging health need relating to social isolation. Poor health can contribute to a decreasing interaction between individuals and the society in which they live.

All our services are friendly, welcoming and run with the help of community volunteers, who we train as Health Mentors and Walk Leaders. We rely on our volunteers to deliver much of what we do, and we aim to train and support our volunteers to the highest of standards.

Achievements and Performance

This has been a remarkable year for everyone. For Braveheart it was one that demonstrated the resolve and ingenuity of the staff as well as the dedication and commitment of the volunteers. Despite the remarkable circumstances, we continued to deliver many of programmes that help support the hundreds of people that we work with across the year.

This meant transferring many of our services to online and telephone support for much of what we do. We provided practical healthy living resources and every week we posted key information on our social media platforms. We also produced a monthly Newsletter which was distributed to service users and volunteers offering advice and access to resources to support service users to manage their health and wellbeing. The Newsletter was particularly important for service users who were not online.

Where we were allowed, we initiated new face to face initiatives. For example new one to one Buddy Walks were started and additional face to face support was delivered to individuals who felt extremely isolated or were facing a crisis. Our key achievements were:

- Supported 30 people on Buddy Walks with 310 walks in total
- Welcomed more than 30 new walkers throughout year
- 249 walks were hosted with 2,256 attendances
- Supported 30 people for online Strength & Balance sessions
- 28 supervised physical activity sessions including fitness classes were offered

We continued to support our volunteers and additional training sessions were organised for our Walk Leaders and for our new Digital Champions. 8 volunteer health mentors received further training and support to adapt to the new way of delivery due to Covid-19 pandemic and the associated restrictions.

Our health living initiatives were perhaps the most challenging to deliver as lend themselves more to face to face contact. However, we extended our reach to more ethnic minorities, more refugees as well increasing the numbers of people accessing our weight management support sessions. Zoom, of course, was used extensively to deliver support to groups and to individuals. We even hosted some coffee mornings on line which were well attended.

We piloted a toe nail clipping service, Top Toes, between September 2020 and December 2020. This was meant to take place in April but due to COVID our plans had to change. This service was offered across four centres in Falkirk and there was an enthusiastic uptake. The service is provided to anyone who needs it and we ask for a donation in return. As NHS Forth Valley continues to rationalise their podiatry services, there is the opportunity to extend Top Toes across the whole of Forth Valley.

We delivered a new support service for 10 vulnerable adults who needed training and support to get online. We also took part in the Child Healthy Weight pilot in Clackmannanshire and five teams of volunteers and staff took part in the NHS FV Step Together Walking Challenge in January to March 2021.

New Initiatives and plans for the 21/22:

We decided to incorporate Top Toes within Braveheart to enable the people of Forth Valley not eligible for NHS treatment, to access a toe nail cutting service at a reasonable cost. We hope to consolidate our activities within Falkirk and also to increase our "footprint" to Stirling and Clacks, where we know there is a pool of people in need of our service. We anticipate that the numbers of people that will use this service has the potential to grow from around 500 in 20/21

to close to 2000 by 22/23. This will help Braveheart build some unrestricted funds which will support the many activities of Braveheart, as well as providing a valuable service for those that use it.

Other plans for 21/22 include:

- Expand weight management and digital support services in the Connections Hub
- Develop activity based services including buddy walks, mall walks and strength and balance exercise
- Recruit, train and support volunteer teams
- Pilot diabetes prevention work with NHS Forth Valley and local partners
- Provide appropriate training for staff and volunteers on mental health
- Assess demand for expansion of service provision in Clackmannanshire
- Develop Braveheart's wellbeing work with refugees across Forth Valley
- Review current organisational strategy and develop a new 3 year strategic plan
- Review organisational systems, policies and structure and implement agreed changes

We hope to develop a new 3 year strategic plan that will build on what we are currently doing and also take account of the future needs of the people of Forth Valley. It is anticipated that COVID will have a significant impact on the health needs of populations. Inevitably, this will lead to Braveheart becoming a more complex organisation. This will involve recruiting more staff and more board members. Our focus is to manage a careful expansion, making sure we can support people with a wider range of health needs across a wider geography, whilst not losing sight of what we currently do well. It will be an exciting 12 months.

Financial review

The trustees raised £156,787 through donations, grants and fundraising activities and expended £139,114 in the year 2020/21.

Most income received by Braveheart is restricted to be spent on activities and projects specified by the funding organisation. The restricted balance of funds carried forward to next financial year is £18,821 (2019/20 - £5,235).

Unrestricted income is mainly derived from fund raising activities, donations and bank interest. During 2020/21 the unrestricted balance to be carried forward to next financial year is £12,016 (2019/20 - £7,929).

Principal funding sources

The charity's principal sources of funds were received from NHS Forth Valley, Paths for All, Falkirk Council, Clackmannanshire Council, Scottish Refugee Council and The Alliance.

It is hoped that over the next few years the Association will continue to build partnerships with various bodies with the aim of securing longer term funding which, when added to the fundraising resources, will provide the SCIO with the means to maintain existing initiatives in addition to introducing new projects.

Investment policy

The Trustees have considered the most appropriate policy for investing funds and has found that short to medium funds should be held in a mixture of current and term bank accounts to optimise interest earned.

Reserves policy

The charity aims to build upon the reserves policy and contingency fund, covering the costs of general expenditure for all programmes for up to 6 months.

The Treasurer, Chairman and Manager, on behalf of the Management Committee, conduct an annual review of the level of unrestricted reserves in the general fund by considering risks associated with the various income streams, expenditure strategies and balance sheet items. This enables an estimate to be made of the level of reserves that are sufficient:

- to allow time for reorganisation in the event of a downturn in income;
- to protect ongoing work programmes; and
- to allow the Charity to meet its objectives.

Risks and issues considered by the Treasurer, Chairman and Manager in making this judgement on the level of unrestricted reserves consist of:

- over-dependence on any single source of income;
- possibility of a downturn in income streams;
- period of time required to re-establish income streams;
- period of time required to downsize the Charity operations;
- whether there is adequate control over budgets;
- potential decrease in the value of the investment portfolio; and
- requirements for a reasonable level of working capital.

Statement of Trustees' Responsibilities

Law applicable to charities in Scotland requires the Trustees to prepare financial statements each financial year, which give a true and fair view of the state of affairs of the charity at the end of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They have general responsibility for taking such steps as is reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

By order of the board dated 26th October 2021



Gordon Thomson
Braveheart Chairman

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE BRAVEHEART ASSOCIATION CHARITY NO SC034617.**

I report on the financial statements of the charity for the period 1st April 2020 to 31st March 2021, which are set out on pages 9 to 13.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The Charity's Trustees consider that the audit requirement of Regulation 10(1) (d) of the 2006 Regulations does not apply. It is my responsibility to examine the accounts as required under section (44)(1) (c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In the course of 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 section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Date 1 Nov 2021

Elisha Kimani, MAAT, ACIE Associate
12 McLeod Road
Alloa, FK10 1EF

**STATEMENT OF RECEIPTS AND PAYMENTS
FOR YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Receipts					
Donations	4	30	-	30	1,186
Grants	5	-	143,900	143,900	97,225
Fundraising		12,850	-	12,850	951
Interest income		6	-	6	-
Total Receipts		12,887	143,900	156,787	99,362
Payments					
Cost of charitable activities	6	8,800	128,849	137,648	105,359
Governance costs	7	-	1,466	1,466	765
Total Payment		8,800	130,314	139,114	106,125
Surplus/(Deficit) for the year		4,087	13,586	17,673	(6,763)

Notes to the accounts on pages 11 to 13 form an integral part of this statement.

**STATEMENT OF BALANCES
AS AT 31 MARCH 2021**

Funds Reconciliation	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Balance brought forward	7,929	5,235	13,164	19,927
Surplus/(Deficit) for the period	4,087	13,586	17,673	(6,763)
Balance as at 31 March	12,016	18,821	30,837	13,164
Bank balance 31 March	12,016	18,821	30,837	13,164

Other Assets	Unrestricted Fund £	Restricted Fund £	Total 2021 £	Total 2020 £
Computers	1,535	-	1,535	676
Office Equipment	382	-	382	182
Total	1,917	-	1,917	858

Liabilities				
Staff statutory deductions	-	583	583	5,632
Total	-	583	583	5,632

Approved by the trustees on 26th October 2021 and signed on their behalf by: -



Gordon Thomson

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021**

1. Basis of Accounting

These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

2. Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes.

3. Related Party Transactions

No remuneration was paid to the trustees or to any connected persons during the year.

4. Donations

	Unrestricted Funds	Restricted Funds £	Total 2021 £	Total 2020 £
Other General donations	30	-	30	1,186
Total	30	-	30	1,186

5. Grants

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
NHS Forth Valley	-	37,180	37,180	42,175
Paths for All	-	18,837	18,837	17,410
Smarter Choices Smarter Places	-	5,974	5,974	15,000
Corra Award	-	4,000	4,000	4,000
The Alliance	-	16,045	16,045	8,023
The Robertson Trust	-	-	-	2,000
Christina Mary Hendrie	-	-	-	2,000
Stafford Trust	-	-	-	4,987
Albert Hunt	-	-	-	1,000
Agnes Watt	-	-	-	500
Other	-	-	-	130
Scottish Refugee Council	-	15,830	15,830	-
Falkirk Council	-	25,000	25,000	-
Clackmannanshire SCSP	-	8,833	8,833	-
NHS - Connections	-	996	996	-
NHS FV CHW	-	2,500	2,500	-
NHS FV IJB	-	8,705	8,705	-
Total	-	143,900	143,900	97,225

6. Cost of Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Volunteer expenses & Training	-	74	74	-
Lifestyle project costs	-	383	383	1,481
Admin costs/office equip	-	1,207	1,207	2,068
Activity project costs	-	895	895	2,748
Staff costs	-	108,996	108,996	90,228
Staff expenses/travel	-	2,405	2,405	2,967
Insurance premium	-	814	814	-
Connections Costs	-	5,370	5,370	5,469
Top Toes costs	8,398	8,705	17,103	-
Fundraising Expenses	216	-	216	216
Bank & interest charges	186	-	186	182
Total	8,800	128,849	137,648	105,359

7. Governance Costs

	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Annual report	-	1066	1066	415
Independent Examination	-	400	400	350
Total	-	1466	1466	765