



**DIRECTORS  
REPORT  
2024-25**

Reg. Charity No. 1008798

Company No. 2686647

Charity registration number 1008798

Company registration number 02686647 (England and Wales)

**HEADWAY BIRMINGHAM & SOLIHULL  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES AND FINANCIAL  
STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025**

# HEADWAY BIRMINGHAM & SOLIHULL

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs J E Campbell Mr J Cassidy Mr P Durham Mr R Langton Mr C Jones Mrs S Morris Mrs H Green Dr N Wheeler Mrs C Armstrong	(Appointed 1 May 2025) (Appointed 1 May 2025) (Appointed 7 November 2024)
<b>Secretary</b>	Mr R Langton	
<b>Charity number</b>	1008798	
<b>Company number</b>	02686647	
<b>Registered office</b>	Leighton House 20 Chapel Rise Rednal Birmingham West Midlands B45 9SN	
<b>Auditor</b>	BK Plus Audit Limited 2 Highlands Court Cranmore Avenue Solihull West Midlands B90 4LE	
<b>Patron</b>	Professor Toni Belli	
<b>Chief Executive</b>	Sue Tyler	

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# HEADWAY BIRMINGHAM & SOLIHULL

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# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2025

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charitable group's governing document, the Companies Act 2006 and "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 2019).

#### **Organisational Structure**

A carers' group for the relatives of head-injured persons in the West Midlands was formally established in 1983 and first registered as a charity in 1987. As activities expanded a more formal organisational structure was required and hence Headway (West Midlands) Ltd was constituted in 1992. On 21st March 2016, the Charity passed a special resolution changing its name to Headway Birmingham & Solihull from Headway (West Midlands) Ltd. It is a private company, limited by guarantee, registered at Cardiff, No. 2686647 and a registered charity, No. 1008798. Our principal aims concern the relief of suffering from the effects of brain injury. The Memorandum and Articles of Association were updated in October 2024 following a Special Resolution to adopt the Charity Commission's model articles. We are affiliated to Headway UK - the Brain Injury Association, based at Nottingham.

#### **Subsidiary Company**

Headway Birmingham & Solihull Trading Ltd, derives its income from Headway Birmingham & Solihull's charity shop outlets. Any profits generated by the Charity's subsidiary company are donated to the charity.

#### **Trustee Directors**

In accordance with our Articles of Association directors are elected by company members at the Annual General Meeting. In addition, the Executive Board has powers to fill any vacancies by co-option during the year. Following the Coronavirus Pandemic and the easing of restrictions, it was again possible to hold normal Board Meetings throughout the year albeit with certain continuing problems. The disciplines of monthly progress reports and Key Performance Indicators were maintained and circulated to all the Directors. Regular contact between the Chair of Trustees and the Chief Executive ensured strict monitoring of overall performance. Following agreement of the Strategic Plan the proposed Budget for the following year is formally approved by the Executive Board. Quarterly reconciliations of Income and Expenditure are produced during the year to monitor progress against this agreed Budget. This remained of key importance during the years following the pandemic, then the cost of living increases and further announcements of rises in Living wage.

#### **Recruitment and appointment of new Trustees**

When selecting individuals for appointment as trustees, emphasis is placed on the prospective trustee's skills, knowledge and experience needed for effective administration of the charity. All prospective Trustees will be interviewed and vetted and the roles and responsibilities made clear prior to engagement.

#### **Trustee Induction and Training**

Trustees must make available to each new trustee on their first appointment a copy of the Deed and any amendments made to it, a copy of the Charity's latest Annual Report and statement of accounts. In addition training opportunities are offered to ensure the trustee is able to fulfil their new role.

#### **The Use of Volunteers**

Headway Birmingham & Solihull greatly benefit from the support of volunteers where appropriate and is extremely grateful for the contribution they make to the work of the charity. Whilst volunteer numbers have dropped over the years, we have managed to recruit enough to meet most of our vacancies and continue to attract student placements. We also have a core of 'long term' volunteers who help form the core of our teams.

# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### Pay Policy for Senior Staff

The trustees comprise the board of directors, who are also the Charity's trustees, and the senior management team comprise the key management personnel of the charity in charge of directing, controlling and operating the Charity on a day-to-day basis. All trustees give their time freely and no trustee received remuneration in the year ending 31 March 2025. The remuneration paid to the Charity's employees is reviewed annually and a performance related increase is made where appropriate. The pay is benchmarked against pay levels for other roles with similar responsibilities elsewhere within the sector and we have also maintained our Real Living Wage employer status.

### Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims, objectives and operations. They believe the provision of the range and services listed in this report enables Headway Birmingham & Solihull to meet its obligation to provide public benefit.

### Objectives and Activities

Our Mission is "to promote greater understanding of all aspects of brain injury and provide support, information and services for people who have sustained brain injury, their families and carers".

#### Our Objectives are to:

- Promote awareness of brain injury & its consequences and actively seek to reduce potential incidents.
- Make services known to newly brain injured people/families at the earliest stage and throughout the whole journey
- Provide information, advice and support services for people with brain injuries, their families, carers and concerned professional people
- Provide specialised rehabilitative activities to assist people with brain injury to regain independence, continued recovery and re-integration into the community
- Develop links with appropriate agencies & establish working partnerships
- Maintain good governance, management and staff ratios

### Code of Ethics

Headway Birmingham & Solihull have a set of six core values that will flow through our culture and behaviour and to which all employees, volunteers and Trustees are committed to.

Every day, we do our best to put our values into action through our work and our relationships with our users, business partners, communities and one another.

#### - Putting 'People First'

We support & care for our clients as we would like to be treated ourselves. Users will be treated with dignity and respect and we will always act in their best interest. We value all individuals and celebrate diversity.

#### - Being 'Safe'

Every client, person who works for or comes into contact with, Headway Birmingham & Solihull should be treated with dignity and respect and feel that they are in a safe and supportive environment.

#### - Being open, honest & accountable

We are open and honest with others and ourselves. We ensure that our interactions with people are above reproach and we maintain the confidentiality of those we work with. We accept constructive criticism. We accept responsibility & hold ourselves accountable for our work, actions and our results.

# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### **- Striving for Excellence**

We strive to deliver a service we are proud of through continuous improvements and are dedicated to providing the highest quality across all services. All staff should be passionate about the cause and be willing to give a bit more than '9 to 4' when the work requires this. We want Staff to be proud of their work and uphold our good name.

#### **- Being professional & ethical**

The charity and all who work for us shall always uphold the highest levels of institutional integrity and personal conduct. People work cohesively across all departments for the good of the whole of Headway BS and recognise and respect the value and strengths of each other.

#### **- Doing 'more with less'**

We use resources to the full, waste nothing and do only what we can do best as specialists. We strive to maintain our principles by the ability to organize all our assets - physical, financial and human - for maximum productivity. In this way, our services will be delivered with the highest quality and efficiency at the least possible cost providing excellent 'value for money'.

#### **How do we measure success?**

As part of the wider 5-Year Strategy for the charity, we are committed to achieving results to meet our overall company objectives. We have many systems for monitoring results to ensure we keep evidence of our results in a clear and accessible format. Every department works towards set performance targets each year which are based on the aims, objectives and their performance indicators for each service. These target indicators are set in line with the Strategy and play a major part in the overall development of the charity and framework for future planning. Each Service Manager also identifies each of the targets that are relevant to specific staff and these are monitored on their quarterly staff review, so that everyone is involved.

The results give us a true indication of what we are achieving, or not, as well as identifying ways to improve. These measures also provide crucial outcomes which tell us if we are making a difference to people who have received our services. Each year following completion of the results the relevant managers update and add to the measures to ensure they remain appropriate and meet the changing needs of our users and services.

Our 2024-25 Performance Review is available on request or via our website.

#### **Overall Review**

We have been delivering services to brain injured people and their families/ carers now for over 35 years and during this time have evolved from having one member of staff to nearly a hundred employees and sixty plus volunteers. Headway Birmingham & Solihull is the only organisation in our region that provides support for the whole family and for as long as they need us. Our services are aimed to be holistic and transitional, so that people can get all the different types of support they may need, at a time that best suits them. They can move to other services as their needs change and return at any time.

In October we bid a sad farewell to our longstanding Chair - David Chater, who retired after 25 years with Headway. He has been instrumental in many changes over the years, including the purchase of our Leighton House building. David was also presented with a Lifetime Achievement Award by Headway UK. Richard Langton (our previous Company Secretary) has now taken the helm and looks forward to getting involved, helping building on what has previously been achieved.

We started 2024 with more realistic targets for placements and hours sold, having now come to the conclusion that we are unlikely to meet our pre-COVID goals. This is due to the time taken in getting referrals allocated to Social Workers, resulting in only a few starting each month, despite having the highest number of referrals ever during the year. We are also successful in 'moving people on', which consequently means we consistently finish as many placements as we start each month, making it hard to increase the numbers.

Working to these targets and with a very tight budget, we actually managed to finish the year end with a small surplus for the first time since COVID. This will very much go towards building back up our now depleted reserves.

We continued to work with Birmingham City Council on the reform of day services and by the year end had submitted our tender for the new framework. We now await news of our bid and what the future will look like.

# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### **Services For People with Acquired Brain Injury (ABI)**

Despite new referrals taking a long time to be allocated a Social Worker, we still managed to start as many new people as we finished, thus maintaining our budget places of 280. We continued to receive a high number of new referrals across the year, but we only got 36 of these started due to how long the allocation/funding is taking and so still unable to increase the targets.

The therapies were now in their second year and although we struggled with recruitment to begin with, we now have a good team in place. We made the decision to move from placements specifically for therapies and wellbeing and set up a new model. This included introducing 'clinics' – one being the Therapy Clinic. This means that ALL our day service users can access the Physiotherapist or SALT as part of the service. The clinic will offer a full therapy assessment and if needed, follow up sessions. Once a treatment plan is in place this then become part of a client's daily programme. This has proved a far better model, and we look forward to Year 3. The Wellbeing has expanded also and is now open to all programmes at every Hub.

#### **Family & Carer Services**

The team worked hard to meet all the new targets set by the Carers Hub and had to allocate more time for Carer Assessments.

Our new partnerships continued to strengthen, e.g. Birmingham Disability Resource Centre and The Circle. We hope to develop these going forwards. We also extended the hours of Hospital Link Work this year. This doubled our workers for the QE and also meant we are now covering all of the other hospitals across Birmingham and Solihull, with regular visits and ward walks.

The team struggled throughout the year with varying absences due to sickness and filling vacancies, but seem to more on track by the year end.

#### **Community Outreach (formally known as - Lifestyle Services)**

We have continued to maintain the Community Outreach hours at around the 600 sold, throughout the year. By the year end we had filled all the positions to fully cover all hours and had some more waiting. We still have a big waiting list of referrals yet to be assessed due to time pressures and how long it takes to get them allocated to social workers.

We see many more client referrals now coming from Case Managers and self funding. Birmingham makes up about 72% of users funded.

We have had to re-instate the 'floater' post to cover holidays, despite this not being paid anywhere. We also saw the departure of one of our Supervisors during the year, but have appointed one of our Support Workers to the post.

The team work much better together now and have regular meetings and coaching sessions, as well as attending team building events.

#### **Services for All**

Services For All is aimed at every person who is impacted by the brain injury. Whilst it is facilitated by a Headway staff member, we do not take responsibility for the people who attend. Therefore, brain injured people need to attend with family or their PAs if they need support.

SFA provides the opportunity for all our community to come together at different times of the day and weekends. It helps people to form friendships and look after their mental and physical health.

We provide a full programme to include sports, outdoor activities, events, lunch clubs, hobbies and much more, all at the request of the users. We delivered nearly 20 activities/events across last year.

We are now in our last year of Lottery funding, but plan to continue this for the long term, as we now have over 69 family members.

# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### **Fundraising, Publicity and Partnerships**

Finding suitable trusts and attracting new funders always remains a battle, but despite this we managed to raise over £127k this year, mainly from trusts with there being a rare focus on 'core funding'. As a lot of this was unrestricted funds, this very much helped us plug our gaps and end the year without a deficit.

The Birmingham Community Lottery was launched in 2024 and we raised £901 in the first year.

As well as having two great Skydive days throughout the year, we trialled a Zip Wire event in North Wales. With the transport provided, this proved very successful with over 30 participants.

Our social media presence continued to grow throughout the year, with positive engagement through both Facebook and X (formerly twitter).

- Lovely item on BBC Midlands Today about clients at Redpoint climbing centre
- 11 press releases issued
- Extended Social Media reach to 1,509 followers on Facebook & 1045 on X (twitter)
- Nearly £111K unrestricted funds raised
- Over £16k raised for restricted projects/ items, through trusts
- 40 Trust applications made with a great 45% success rate
- 5 fundraising events in the year raising over £25k
- Over £10k raised by local businesses
- Our Grand Raffle raised over £2,500
- £2,400 raised by individual fundraisers – mainly Louise Fisher

#### **Charity Shops**

Our charity shops have always given us a much-needed boost of unrestricted income towards the running of services. However, this year for the first time ever, we have not managed to make a profit at all from the shops and ended the year just about breaking even overall.

While there are other aspects that are important to us, such as getting the Headway name out in the community and providing a great provision for our clients to be able to volunteer in our shops, we cannot take the risk of the shops 'costing the charity' money to run.

It is therefore, with a sad heart, that we had to make the hard decision to close one of our two shops in Great Barr and combine them. We started work on this at the year end and plan to open the new refurbished shop in 2025.

All of our shop staff and volunteers have worked extremely hard this year, and any closure is by no means any reflection on the great work they do. We hope everyone continues to donate to our shops.

#### **Quality**

Lifestyle Services continued to meet the standards required of the Care Quality Commission and currently continue to hold a GOOD rating. We continue to assess against our internal standards but have no formal external audit yet for any service other than Lifestyles.

We reviewed all our Quality tools during 2024-25 and continue to introduce new systems as they are relevant, to include this year Dyslexia Friendly, Cyber Essential and Age Friendly.

# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### Operations/Buildings

There has been a significant amount of time spent around the area of Finance this year due to increased high debtors list and making many changes to adjust to cost of living issues.

Following a great deal of hard work, the team managed to reduce the debtors by more than half by year end.

The external auditors complimented the Finance team on improving their systems and level of debtors/creditors.

All our financial systems are now much tighter and we received positive feedback from our auditors acknowledging many improvements.

We were not successful in renting out any of our 'out of hours' spaces but will continue to push this next year.

- Updated all invoicing procedures to coincide and be easier to produce
- Many new systems introduced in the shops follow support from Headway UK Head of Retail
- The garage at LH has been spray insulated so that it can be used as a dry storage area for the shop stock
- Work started on converting a store room to a new disabled friendly toilet upstairs at Sutton House
- A sit on mower was purchased for our caretaker to help limit the physical work involved
- We have a new smoking shelter for clients at Leighton House
- The roof was repaired at Sutton House
- All staff received new Cyber training

#### Personnel Matters

Having a Personnel Manager in post for the last year has already made a big difference. We now have a team that is developing well as a separate department, rather than being reliant on the CEO.

Already we have much improved procedures and the monitoring of training is far better, as well as attendance at training. Many new training courses have been introduced as well as refreshers and an annual programme of booked training.

Recruitment showed great improvement and by the end of year we had filled all vacancies. The amount of volunteer enquiries also massively improved and we introduced new 'taster days' which worked well.

#### Future Plans

We look forward to going into the new year with no real deficit and hope that we can work with Birmingham Council towards establishing greater financial stability over the next few years. We aim to be able to maintain all new services once the lottery grants end and provide our 'vision' of services for all areas along the brain injury journey.

#### Financial review

The results for the year are shown on pages 12-36

Our clients are funded by a combination of Local Authorities, personal independence payments (PIP's) and self-funding. We are extremely grateful for the various grants and donations from Companies together with other income, that help subsidise our rates and the various services of supporting individuals and families of people with ABI. The Charity continues to have an ongoing professional structure able to support the delivery of our services and help towards securing the future, thanks to the support of volunteers and staff, and sound financial management.

#### Risk Management and Reserves Policy

The Executive Board having looked at the main risks to the organisation, for example, not receiving any grant funding, or a possible fall in number of clients due to the financial restraints of Authorities, and has established a policy whereby we should maintain unrestricted funds to cover between 3 and 6 months of expenditure.

The budget for 2025-26 anticipates expenditure of over £2 million during the year, indicating that unrestricted reserves should be in the range of £500,000 to £1m. Unrestricted funds at the year end 31 March 2025 were £734,459 equating to around 4 months in the range set out in our policy.

#### Events since the year end

Information relating to events since the end of the year is given in the notes to the financial statements.

# HEADWAY BIRMINGHAM & SOLIHULL

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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### Structure, governance and management

#### Governing document

The Charitable group 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.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs J E Campbell	
Mr J Cassidy	
Mr D Chater	(Retired 21 October 2024)
Mr P Durham	
Mrs R Kinning	(Resigned 29 April 2024)
Mr R Langton	
Mr C Jones	
Mrs S Morris	
Mr W O Hughes	(Resigned 25 September 2024)
Mrs H Green	(Appointed 1 May 2025)
Dr N Wheleer	(Appointed 1 May 2025)
Mrs C Armstrong	(Appointed 7 November 2024)

#### Qualifying third party indemnity provisions

The Charity has Indemnity insurance in place in respect of the Officers of the Charity at a cost of £227 per annum.


#### Auditor

In accordance with the company's articles, a resolution proposing that BK Plus Audit Limited be reappointed as auditor of the company will be put at a General Meeting.

#### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.

  
Mr R Langton  
Chairman

20 October 2025

# HEADWAY BIRMINGHAM & SOLIHULL

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 MARCH 2025*

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The trustees, who are also the directors of Headway Birmingham & Solihull for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charitable group and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charitable group will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable group 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 group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# HEADWAY BIRMINGHAM & SOLIHULL

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF HEADWAY BIRMINGHAM & SOLIHULL

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#### Opinion

We have audited the financial statements of Headway Birmingham & Solihull (the 'Charitable group') for the year ended 31 March 2025 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable group's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the Charitable group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Charitable group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

# HEADWAY BIRMINGHAM & SOLIHULL

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF HEADWAY BIRMINGHAM & SOLIHULL

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#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charitable group and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

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

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the Charitable group for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the Charitable group's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

- Enquiry of management, those charged with governance around actual and potential litigation and claims;
- Enquiry of entity staff to identify any instances of non-compliance with laws and regulations;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.
- Performing audit work over the risk of understatement of income including substantive testing and obtaining corroborated explanations from Management.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

## HEADWAY BIRMINGHAM & SOLIHULL

### INDEPENDENT AUDITOR'S REPORT (CONTINUED)

#### TO THE MEMBERS OF HEADWAY BIRMINGHAM & SOLIHULL

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##### Use of our report

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



**Paul Mannion FCCA, FCA (Senior Statutory Auditor)**

For and on behalf of BK Plus Audit Limited, Statutory Auditor

Chartered Certified Accountants

2 Highlands Court

Cranmore Avenue

Solihull

West Midlands

B90 4LE

20 October 2025

## HEADWAY BIRMINGHAM & SOLIHULL

### CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
<b>Income and endowments from:</b>							
Donations and legacies	3	66,455	127,973	194,428	11,813	100,914	112,727
<b>Charitable activities</b>							
ABIP	6	1,007,302	-	1,007,302	871,563	-	871,563
Community Outreach services	6	554,837	-	554,837	503,604	-	503,604
F & C services	6	-	221,040	221,040	-	176,023	176,023
Wellbeing	6	4,449	-	4,449	4,244	-	4,244
Other trading activities	4	249,315	-	249,315	238,923	-	238,923
Investments	5	1,833	-	1,833	3,191	-	3,191
Other income	7	-	-	-	13,000	-	13,000
<b>Total income</b>		<b>1,884,191</b>	<b>349,013</b>	<b>2,233,204</b>	<b>1,646,338</b>	<b>276,937</b>	<b>1,923,275</b>
<b>Expenditure on:</b>							
Raising funds	8	152,630	-	152,630	152,597	-	152,597
Charitable activities	9	1,688,935	364,007	2,052,942	1,578,436	292,146	1,870,582
<b>Total expenditure</b>		<b>1,841,565</b>	<b>364,007</b>	<b>2,205,572</b>	<b>1,731,033</b>	<b>292,146</b>	<b>2,023,179</b>
<b>Net income/(expenditure) for the year/</b>							
<b>Net movement in funds</b>		<b>42,626</b>	<b>(14,994)</b>	<b>27,632</b>	<b>(84,695)</b>	<b>(15,209)</b>	<b>(99,904)</b>
Fund balances at 1 April 2024		691,833	352,099	1,043,932	776,528	367,308	1,143,836
<b>Fund balances at 31 March 2025</b>		<b>734,459</b>	<b>337,105</b>	<b>1,071,564</b>	<b>691,833</b>	<b>352,099</b>	<b>1,043,932</b>

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# HEADWAY BIRMINGHAM & SOLIHULL

## CONSOLIDATED AND CHARITY BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	Group 2025 £	2024 £	Charity 2025 £	2024 £
<b>Fixed assets</b>					
Tangible assets	15	713,715	734,563	707,392	734,067
Investments	14	-	-	100	100
		<u>713,715</u>	<u>734,563</u>	<u>707,492</u>	<u>734,167</u>
<b>Current assets</b>					
Debtors	17	160,010	143,485	165,412	153,657
Cash at bank and in hand		356,460	253,332	344,813	234,177
		<u>516,470</u>	<u>396,817</u>	<u>510,225</u>	<u>387,834</u>
<b>Creditors: amounts falling due within one year</b>	18	(158,621)	(87,448)	(146,153)	(78,069)
Net current assets		<u>357,849</u>	<u>309,369</u>	<u>364,072</u>	<u>309,765</u>
<b>Total assets less current liabilities</b>		<u>1,071,564</u>	<u>1,043,932</u>	<u>1,071,564</u>	<u>1,043,932</u>
<b>Income funds</b>					
Restricted funds	20	337,105	352,099	337,105	352,099
Unrestricted funds		734,459	691,833	734,459	691,833
		<u>1,071,564</u>	<u>1,043,932</u>	<u>1,071,564</u>	<u>1,043,932</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 20 October 2025

Mr R Langton  
Chairman



Company registration number 02686647

# HEADWAY BIRMINGHAM & SOLIHULL

## CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2025

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	Notes	2025 £	£	2024 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	25		119,253		(98,021)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(17,958)		(56,332)	
Proceeds from disposal of tangible fixed assets		-		13,000	
Investment income received		1,833		3,191	
<b>Net cash used in investing activities</b>			(16,125)		(40,141)
<b>Net increase/(decrease) in cash and cash equivalents</b>			103,128		(138,162)
Cash and cash equivalents at beginning of year			253,332		391,494
<b>Cash and cash equivalents at end of year</b>			<u>356,460</u>		<u>253,332</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies

##### Charity information

Headway Birmingham & Solihull is a private company limited by guarantee incorporated in England and Wales. The registered office is Leighton House, 20 Chapel Rise, Rednal, Birmingham, West Midlands, B45 9SN.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charitable group's Constitution, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 2019). The Charitable group is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Charitable group. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

The financial statements consolidate the results of the charity and its wholly owned subsidiary Headway Birmingham & Solihull Trading Limited. The results of the subsidiary are consolidated within the statement of Financial Activities (SOFA) on a line by line basis.

##### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Charitable group has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charitable group.

##### 1.4 Income

Income is recognised when the Charitable group is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charitable group has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charitable group has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 1 Accounting policies

(Continued)

Assets for distribution are recognised only when distributed. Assets given for use by the Charitable group are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% on costs
Leasehold improvements	Straight line over the life of the lease
Fixtures and fittings	50% on cost and 25% on cost
Motor vehicles	20% on cost
Craft equipment	100% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Charitable group reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The Charitable group has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charitable group's balance sheet when the Charitable group becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

(Continued)

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charitable group's contractual obligations expire or are discharged or cancelled.

#### **1.10 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charitable group is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### **1.12 Stock**

The Charity receives donated goods which are sold in its subsidiary's Charity shops. Donated goods are not recognised as stock as it is impractical to reliably measure the fair value of donated goods.

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 2 Critical accounting estimates and judgements

In the application of the company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

**Recoverability of debtors** - Management are required to estimate prudent provision for any amounts considered irrecoverable. The value of the provision is estimated and reviewed annually to ensure accuracy.

**Useful economic life of non-current assets** - Management estimate the useful economic life of non-current assets based on the period over which the asset is expected to be used and provide for depreciation accordingly. Where an indication of impairment is identified the estimation of recoverable value requires estimation.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### 3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	66,455	-	66,455	11,813	-	11,813
Grants	-	127,973	127,973	-	100,914	100,914
	<u>66,455</u>	<u>127,973</u>	<u>194,428</u>	<u>11,813</u>	<u>100,914</u>	<u>112,727</u>
<b>Grants</b>						
Sutton House - repairs	-	1,000	1,000	-	-	-
Leighton House - repairs	-	1,500	1,500	-	-	-
Minibus Grants	-	-	-	-	6,260	6,260
Activities Grants	-	9,747	9,747	-	15,424	15,424
Sports England	-	-	-	-	11,415	11,415
National Lottery Community Fund - Wellbeing Hub	-	115,726	115,726	-	58,573	58,573
National Lottery Community Fund - Vocational Assistance Programme	-	-	-	-	9,242	9,242
	<u>-</u>	<u>127,973</u>	<u>127,973</u>	<u>-</u>	<u>100,914</u>	<u>100,914</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 4 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	47,756	28,149
Shop income	201,559	210,774
	<u>249,315</u>	<u>238,923</u>
Other trading activities	<u>249,315</u>	<u>238,923</u>

### 5 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	1,833	3,191
	<u>1,833</u>	<u>3,191</u>

### 6 Charitable activities

	ABIP 2025 £	Community Outreach services 2025 £	F & C services 2025 £	Wellbeing 2025 £	Total 2025 £	Total 2024 £
Income generating charitable activities:	1,007,302	554,837	221,040	4,449	1,787,628	1,555,434
	<u>1,007,302</u>	<u>554,837</u>	<u>221,040</u>	<u>4,449</u>	<u>1,787,628</u>	<u>1,555,434</u>
<b>Analysis by fund</b>						
Unrestricted funds	1,007,302	554,837	-	4,449	1,566,588	1,379,411
Restricted funds	-	-	221,040	-	221,040	176,023
	<u>1,007,302</u>	<u>554,837</u>	<u>221,040</u>	<u>4,449</u>	<u>1,787,628</u>	<u>1,555,434</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 6 Charitable activities

(Continued)

For the year ended 31 March 2024

	ABIP	Community F & C services Outreach services	Wellbeing	Total 2024	
	£	£	£	£	
Income generating charitable activities:	871,563	503,604	176,023	4,244	1,555,434
<b>Analysis by fund</b>					
Unrestricted funds	871,563	503,604	-	4,244	1,379,411
Restricted funds	-	-	176,023	-	176,023
	871,563	503,604	176,023	4,244	1,555,434

### 7 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Net gain on disposal of tangible fixed assets	-	13,000

### 8 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<b>Trading costs</b>		
Staff costs	88,657	81,695
Support costs	63,973	70,902
	152,630	152,597

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

### 9 Expenditure on charitable activities

	ABIP	Community Outreach services	F and C services	Wellbeing	Total
	2025	2025	2025	2025	2025
	£	£	£	£	£
<b>Direct costs</b>					
Staff costs	517,996	518,063	133,976	109,970	1,280,005
Depreciation and impairment	36,756	1,554	-	-	38,310
Premise expenses	109,928	-	-	23,940	133,868
Communication & IT costs	10,004	6,879	1,654	1,758	20,295
Motor and travel costs	9,836	15,675	2,180	393	28,084
Sundry expenses	2,821	624	915	6,265	10,625
Legal and professional fees	6,425	5,815	2,016	247	14,503
Activities and associated costs	20,137	(832)	631	169	20,105
	<u>713,903</u>	<u>547,778</u>	<u>141,372</u>	<u>142,742</u>	<u>1,545,795</u>
<b>Share of support and governance costs (see note 10)</b>					
Support	223,433	141,397	78,163	50,779	493,772
Governance	7,324	3,986	1,504	561	13,375
	<u>944,660</u>	<u>693,161</u>	<u>221,039</u>	<u>194,082</u>	<u>2,052,942</u>
<b>Analysis by fund</b>					
Unrestricted funds	918,973	691,607	-	78,355	1,688,935
Restricted funds	25,687	1,554	221,039	115,727	364,007
	<u>944,660</u>	<u>693,161</u>	<u>221,039</u>	<u>194,082</u>	<u>2,052,942</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

9 Expenditure on charitable activities		(Continued)			
Previous year:	ABIP	Community Outreach services	F and C services	Wellbeing	Total
	2024	2024	2024	2024	2024
	£	£	£	£	£
<b>Direct costs</b>					
Staff costs	562,327	464,261	116,453	64,255	1,207,296
Depreciation and impairment	32,077	2,007	1,794	-	35,878
Premise expenses	97,981	-	-	26,129	124,110
Communication & IT costs	9,599	6,403	988	1,476	18,466
Motor and travel costs	13,425	14,863	2,403	363	31,054
Sundry expenses	12,983	1,226	2,397	6,884	23,490
Legal and professional fees	2,160	6,125	2,016	508	10,809
Activities and associated costs	16,149	(332)	1,914	2,099	19,830
	<u>746,701</u>	<u>494,553</u>	<u>127,965</u>	<u>101,714</u>	<u>1,470,933</u>
<b>Share of support and governance costs (see note 10)</b>					
Support	195,463	125,368	53,051	9,914	383,796
Governance	8,504	4,725	1,959	665	15,853
	<u>950,668</u>	<u>624,646</u>	<u>182,975</u>	<u>112,293</u>	<u>1,870,582</u>
<b>Analysis by fund</b>					
Unrestricted funds	912,660	623,092	-	42,684	1,578,436
Restricted funds	38,008	1,554	182,975	69,609	292,146
	<u>950,668</u>	<u>624,646</u>	<u>182,975</u>	<u>112,293</u>	<u>1,870,582</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

#### 10 Support costs allocated to activities

	2025	2024
	£	£
Staff costs	318,798	269,418
Depreciation	495	793
Premises Cost	128,080	89,793
Communication and IT	22,817	21,711
Motor & travel costs	4,416	4,624
Sundry expenses	28,131	19,572
Legal and professional	18,932	15,657
Activities & associated	28,007	24,416
Interest payable	5,110	5,031
Governance costs	16,334	19,536
	<u>571,120</u>	<u>470,551</u>
<b>Analysed between:</b>		
Fundraising	63,973	70,902
ABIP	230,757	203,967
Community Outreach services	145,383	130,093
F and C services	79,667	55,010
Wellbeing	51,340	10,579
	<u>571,120</u>	<u>470,551</u>

#### 11 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	16,334	19,536
Depreciation of owned tangible fixed assets	38,805	36,671
Loss/(profit) on disposal of tangible fixed assets	-	(13,000)
	<u>55,144</u>	<u>43,207</u>

#### 12 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Charitable group during the year.

#### 13 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Charity staff	86	86
Trading company staff	6	6
	<u>92</u>	<u>92</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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13 Employees	(Continued)	
Employment costs	2025	2024
	£	£
Wages and salaries	1,557,880	1,445,264
Social security costs	103,821	90,210
Other pension costs	25,759	22,935
	<u>1,687,460</u>	<u>1,558,409</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2025	2024
	Number	Number
£60,000 - £70,000	<u>1</u>	<u>1</u>

Contributions totalling £1,320 (2024: £1,320 ) were made to defined contribution pension schemes on behalf of employees whose emoluments exceed £60,000.

### Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025	2024
	£	£
Aggregate compensation	<u>137,300</u>	<u>135,631</u>

## 14 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

## HEADWAY BIRMINGHAM & SOLIHULL

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

#### 15 Tangible fixed assets

##### Group

	Freehold land and buildings	Leasehold improvements	Fixtures and Motor vehicles fittings	Craft equipment	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 April 2024	814,300	63,811	111,534	5,092	1,128,944
Additions	-	3,350	14,606	-	17,958
At 31 March 2025	814,300	67,161	126,142	5,092	1,146,902
<b>Depreciation and impairment</b>					
At 1 April 2024	169,714	29,031	104,946	5,092	394,382
Depreciation charged in the year	11,958	6,577	7,956	-	38,605
At 31 March 2025	181,672	35,608	112,904	5,092	433,187
<b>Carrying amount</b>					
At 31 March 2025	632,628	31,553	13,238	-	713,715
At 31 March 2024	644,587	34,780	6,586	-	734,563

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 15 Tangible fixed assets

(Continued)

#### Charity

	Freehold land and buildings	Leasehold improvements	Fixtures and Motor vehicles fittings	Craft equipment	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 April 2024	808,845	63,811	104,238	5,092	1,116,193
Additions	-	-	11,637	-	11,637
At 31 March 2025	808,845	63,811	115,875	5,092	1,127,830
<b>Depreciation and impairment</b>					
At 1 April 2024	164,259	29,031	98,148	5,092	382,127
Depreciation charged in the year	11,958	6,577	7,462	-	38,311
At 31 March 2025	176,217	35,608	105,610	5,092	420,438
<b>Carrying amount</b>					
At 31 March 2025	632,628	28,203	10,265	-	707,392
At 31 March 2024	644,586	34,780	6,090	-	734,066

## HEADWAY BIRMINGHAM & SOLIHULL

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

#### 15 Tangible fixed assets

(Continued)

The carrying value of land included in land and buildings comprises:

	2025	2024
	£	£
Freehold	632,628	644,587
Short leasehold	31,553	34,780
	<u>664,181</u>	<u>679,367</u>

#### 16 Investments

The investment comprises of a 100% holding of the ordinary share capital of Headway Birmingham & Solihull Trading Limited, a company registered in England and Wales.

The principle activity of Headway Birmingham & Solihull Trading Limited is that of operating charity shops.

The profits earned by the subsidiary are donated to the charity. A summary of the subsidiary's results are shown below.

	2025	2024
	£	£
Turnover	201,557	210,773
Direct costs and administration costs	(193,129)	(187,688)
Net Profit	8,428	23,085
Amount donated to the charity	(8,428)	(23,085)
	<u>-</u>	<u>-</u>

The assets and liabilities of the subsidiary were:

	2025	2024
	£	£
Fixed assets	6,321	496
Current assets	23,185	33,635
Current liabilities	(29,406)	(34,031)
Total net assets	<u>100</u>	<u>100</u>
Aggregate share capital and reserves	<u>100</u>	<u>100</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

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<b>17 Debtors</b>		
	<b>2025</b>	<b>2024</b>
<b>Group</b>	<b>£</b>	<b>£</b>
Trade debtors	149,114	123,358
Other debtors	4,534	3,949
Prepayments and accrued income	6,362	16,178
	<u>160,010</u>	<u>143,485</u>
	<b>2025</b>	<b>2024</b>
<b>Charity</b>	<b>£</b>	<b>£</b>
Trade debtors	146,645	120,002
Prepayments and accrued income	1,830	9,002
Amounts owed by subsidiary undertakings	16,937	24,653
<b>Total debtors</b>	<u>165,412</u>	<u>153,657</u>
<b>18 Creditors: amounts falling due within one year</b>		
<b>Group</b>		
	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	30,922	11,424
Other creditors	37,463	30,159
Accruals and deferred income	90,236	45,865
	<u>158,621</u>	<u>87,448</u>
<b>Charity</b>		
	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	24,337	7,888
Other creditors	35,551	28,418
Accruals and deferred income	86,265	41,763
	<u>146,153</u>	<u>78,069</u>

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## HEADWAY BIRMINGHAM & SOLIHULL

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

#### 19 Retirement benefit schemes

	2025	2024
	£	£
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	20,072	18,095

The Charitable group operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charitable group in an independently administered fund.

#### 20 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024	Incoming resources	Resources expended	At 31 March 2025
	£	£	£	£
Carer's Services Fund	-	221,040	(221,040)	-
Leighton House Building Fund-Capital	283,740	-	(11,958)	271,782
Minibus Fund-Capital	754	-	-	754
Stained Glass repairs	2,000	-	-	2,000
Sutton House Lift Fund -Capital	23,431	-	(4,055)	19,376
Activities Fund	11,441	9,747	(2,865)	18,323
Sutton House Gym and Wellbeing Fund-Capital	8,875	-	(1,554)	7,321
Minibus Fund (2023) - Capital	18,186	-	(6,141)	12,045
Sutton House Kitchen/DLS	3,672	-	(668)	3,004
National Lottery Community Fund - Wellbeing Hub	-	115,726	(115,726)	-
Sutton House repairs	-	1,000	-	1,000
Leighton House repairs	-	1,500	-	1,500
	<u>352,099</u>	<u>349,013</u>	<u>(364,007)</u>	<u>337,105</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2025

20 Restricted funds		(Continued)			
Previous year:	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024	
	£	£	£	£	
Carer's Services Fund	-	176,023	(176,023)	-	
Leighton House Building Fund-Capital	295,698	-	(11,958)	283,740	
Minibus Fund-Capital	7,021	-	(6,267)	754	
IT Equipment Fund-Capital	1,017	-	(1,017)	-	
Stained Glass repairs	2,000	-	-	2,000	
Sutton House Lift Fund -Capital	26,866	-	(3,435)	23,431	
Activities Fund	4,307	26,839	(19,705)	11,441	
Sutton House Gym and Wellbeing Fund-Capital	10,429	-	(1,554)	8,875	
Minibus Fund (2023) - Capital	13,750	6,260	(1,824)	18,186	
Sutton House Kitchen/DLS	6,220	-	(2,548)	3,672	
National Lottery Community Fund - Wellbeing Hub	-	58,573	(58,573)	-	
National Lottery Community Fund - Vocational Assisted Programme	-	9,242	(9,242)	-	
	<u>367,308</u>	<u>276,937</u>	<u>(292,146)</u>	<u>352,099</u>	

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 20 Restricted funds

(Continued)

##### **Family and Carer Services Fund**

This carer services work includes care carried out by Community Outreach workers and carer support and training co-ordinators.

##### **Leighton House Building Fund-Capital**

This restricted fund relates to the purchase and development of Leighton House in Birmingham. Leighton House is used for social rehabilitation activities for brain injured people. Grants and donations were received to fund the original property purchase and development in July 2007. During subsequent years further grants were received to facilitate the building an annex and a foyer to provide much needed accommodation. The annexe was completed during the year ended 31 March 2017 and the foyer was complete in the year ended 31 March 2020. The property is subject to depreciation charge in accordance with the charity's accounting policies. A first legal charge is held on this property by the Lottery Board in respect of grant monies paid to the Charity in order to fund the property's original purchase.

##### **Minibus Fund-Capital**

This grant was received to fund the purchase of the minibus which the Charity will use in order to transport staff, carers and clients.

##### **IT Equipment Fund-Capital**

This grant was received to purchase a new computer for use by clients and staff.

##### **Stained Glass Repairs Fund**

This grant was raised to repair the damaged stained glass window.

##### **Sutton House Lift Fund-Capital**

This fund has been raised to provide a lift for the new premises in Sutton Coldfield which will be used for social rehabilitation activities for brain injured people.

##### **Sutton House Gym and wellbeing Fund-Capital**

This fund has been raised to provide a gym and equipment for the new premises in Sutton Coldfield which will be used for social rehabilitation activities for brain injured people.

##### **Activities Fund**

This fund has been received to assist carers on the charity's premises with the provision of the social rehabilitation activities for brain injured people.

##### **Minibus Fund (2023)-Capital**

The grants have been received to fund the purchase of a minibus which the Charity will use in order to transport staff, carers and clients.

##### **Leighton House Heating Fund**

This fund was raised to repair the heating system at Leighton House.

##### **Sutton House Kitchen / DLS**

This grant was received to re-fit a Kitchen for the DLS (Daily Living Sessions) which assist brain injured people to learn/re-learn how to plan, prepare and cook which helps them understand the impact of nutrition on their wellbeing and also boost their self-confidence.

##### **National Lottery Community Fund - Vocational Assistance Programme**

The grant was to fund a pilot programme aimed at helping brain injured people move onto the next level of their recovery journey which will include specialist brain injury training, vocational training and qualification/ placement support.

##### **National Lottery Community Fund - Wellbeing Hub**

The grant is the first years funding of a 3 year programme to help fund the costs of care carried out by Community Outreach workers and care support and training co-ordinators

## HEADWAY BIRMINGHAM & SOLIHULL

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

#### 21 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
General funds	691,833	1,884,191	(1,841,565)	-	734,459
	<u>691,833</u>	<u>1,884,191</u>	<u>(1,841,565)</u>	<u>-</u>	<u>734,459</u>
<b>Previous year:</b>	<b>At 1 April 2023 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>At 31 March 2024 £</b>
Motor vehicle	24,000	-	-	(24,000)	-
General funds	752,528	1,646,338	(1,731,033)	24,000	691,833
	<u>776,528</u>	<u>1,646,338</u>	<u>(1,731,033)</u>	<u>-</u>	<u>691,833</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 22 Analysis of net assets between funds

#### Group

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total Unrestricted funds 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2025 are represented by:						
Tangible assets	399,433	314,282	713,715	395,905	338,658	734,563
Current assets/(liabilities)	335,026	22,823	357,849	295,928	13,441	309,369
	<u>734,459</u>	<u>337,105</u>	<u>1,071,564</u>	<u>691,833</u>	<u>352,099</u>	<u>1,043,932</u>

#### Charity

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total Unrestricted funds 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fund balances at 31 March 2025 are represented by:						
Tangible assets	393,110	314,282	707,392	395,409	338,658	734,067
Investments	100	-	100	100	-	100
Current assets/(liabilities)	341,249	22,823	364,072	296,324	13,441	309,765
	<u>734,459</u>	<u>337,105</u>	<u>1,071,564</u>	<u>691,833</u>	<u>352,099</u>	<u>1,043,932</u>

# HEADWAY BIRMINGHAM & SOLIHULL

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

### 23 Operating lease commitments

At the reporting end date, commitments for future minimum lease payments under non-cancellable operating leases fall due as follows:

#### Group

	2025 £	2024 £
Within one year	85,700	47,783
Between two and five years	240,385	14,700
	<u>326,085</u>	<u>62,483</u>

#### Charity

	2025 £	2024 £
Within one year	65,000	27,083
Between two and five years	222,085	-
	<u>287,085</u>	<u>27,083</u>

### 24 Parent Company's Statement of Financial Activities

The Parent Company has taken advantage of the exemption permitted by Section 408 of the Companies Act 2006 and has not published its own Statement of Financial Activities. The total comprehensive income attributable to the parent company, was a surplus of £64,189 (2024: deficit of £99,904).

25 Cash generated from/(absorbed by) operations	2025 £	2024 £
Surplus/(deficit) for the year	27,632	(99,904)
<b>Adjustments for:</b>		
Investment income recognised in statement of financial activities	(1,833)	(3,191)
Gain on disposal of tangible fixed assets	-	(13,000)
Depreciation and impairment of tangible fixed assets	38,805	36,671
<b>Movements in working capital:</b>		
(Increase) in debtors	(16,524)	(10,641)
Increase/(decrease) in creditors	71,173	(7,956)
<b>Cash generated from/(absorbed by) operations</b>	<u>119,253</u>	<u>(98,021)</u>

## HEADWAY BIRMINGHAM & SOLIHULL

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2025*

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**26 Analysis of changes in net funds**

The Charitable group had no material debt during the year.

# THANK YOU to our commissioners, partners, funders and everyone who supported us in 2024-25.

Birmingham City Council, Solihull Metropolitan Borough Council, Worcestershire City Council

Birmingham Forward Carers, Birmingham Disability Resource Centre  
BVSC, Ageing Better, The Circle Group

Higgs PLC Solicitors, CFG Law, Slater & Gordon, Express Solicitors, Thompsons Solicitors,  
Irwin Mitchell, Rothley Law

The National Lottery Community Fund – Reaching Communities  
The National Lottery Community Fund – Building Better Connections Fund  
The Henry Smith Charity  
The Eveson Trust  
Sutton Coldfield Charitable Trust  
Provincial Grand Lodge of Warwickshire

Other charitable trusts, community groups and the many wonderful individuals who fundraised for us during the year.

We also thank the corporate groups who kindly gave up their time to come along and volunteer with us this year, to help with a variety of tasks at our brain injury hubs.

Barclays  
Infor  
Rothley Law  
Secure Trust Bank  
Vanderlande  
Virgin Media

**We really appreciate all the support we get, as this helps us immensely to maintain and develop our core services that have no means of generating income.**



## HEADWAY BIRMINGHAM & SOLIHULL 2024/25 PERFORMANCE REPORT



### KEY DATA

Headway Birmingham & Solihull has a strong reputation for delivering a wide range of services that make a real difference to people's lives. These have been specifically designed to address the specific complex needs that people with acquired brain injury may have to deal with. We work collaboratively with others, both in the public and not for profit sectors, to ensure those in our community get the best possible range of advice and support to address these individual needs.

Total number of Users of all our services: **2,037**

**89%** of all users reported that they had made an improvement in at least one of their goal areas through Headway's support

We received **POSITIVE** feedback from over **125** Users

**115** People employed across the year  
**85** People volunteered across the year

**37%** of all clients accessing our services were from a BAME background

Over **£503k** extra income awarded to families  
**100%** success rate at Tribunal

**62%** of people accessing our services were female  
**38%** were male

**1,059** Facebook Followers

**84** changes & improvements made following user suggestions/requests

Users said that Headway had made a big difference  
**91%**