

Registered number
06337017

Childrens HIV Association Limited
Report and Accounts
for the year ended 31 December 2015

Childrens HIV Association Limited
Report and accounts
Contents

	Page
Legal and administrative information	1
Executive committee report	2
Independent auditors' report	19
Statement of financial activities	21
Balance sheet	22
Notes to the accounts	23

Childrens HIV Association Limited
Legal and administrative information
for the year ended 31 December 2015

Trustees/Directors and Members
of the Executive Committee

	Dr Velur Balasubramanian	(Appointed 22 May 2015)
	Dr Alasdair Bamford	(Appointed 10 May 2013)
	Dr Srinivas Bandi	(Re-appointed 22 May 2015)
	Dr Jolanta Bernatoniene	(Appointed 16 May 2014)
	Dr Tomàs Campbell	(Appointed 16 May 2014)
	Dr Katja Doerholt	(Appointed 10 May 2013)
	Miss Emily Hamblin	(Re-appointed 10 May 2013)
	Miss Michelle Overton	(Retired 22 May 2015)
	Miss Ailsa Pickering	(Retired 22 May 2015)
	Miss Katie Rowson	(Appointed 22 May 2015)
	Dr Anton Tan	(Appointed 18 May 2012)
	Dr Fiona Thompson	(Re-appointed 16 May 2014)
	Dr Anna Turkova	(Appointed 22 May 2015)
	Dr Steven Welch	(Retired 22 May 2015)
	Dr Amanda Williams	(Re-appointed 22 May 2015)
Chair	Dr Steven Welch	(Retired as Chair 22 May 2015)
	Dr Amanda Williams	(Appointed as Chair 22 May 2015)
Honorary Treasurer	Dr Anton Tan	(Appointed as Treasurer 10 May 2013)
Honorary Secretary	Dr Amanda Williams	(Appointed as Secretary 9 July 2014)
	Dr Fiona Thompson	(Retired as Secretary 18 May 2015) (Appointed as Secretary 18 May 2015)
Registered number	6337017	
Charity number	1122356	
Registered office and operational address	Mediscript Limited 1 Mountview Court 310 Friern Barnet Lane London, N20 0LD	
Auditors	CK Partnership Limited Registered Auditors 1 Old Court Mews 311 Chase Road London N14 6JS	
Bankers	National Westminster Bank plc East Finchley Branch 85 High Road London N2 8AE	

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Section 1 Introduction

The Children's HIV Association of the UK and Ireland (CHIVA) is an association of professionals committed to providing excellence in the care of children infected or affected by HIV, and their families.

CHIVA has developed and now provides direct support work to children and families with HIV and runs a range of activities addressing the health and social impacts of HIV on children and their families, and providing professionals with support, guidance, and sharing expertise.

There are currently over 140 professional members of CHIVA, embracing many different disciplines within health, including nursing, paediatrics, GU Medicine, community child health, child development, psychology, dietetics, pharmacy, social work and other support services, including from the voluntary sector. CHIVA has developed a range of social interventions which address key impacts of HIV on children and their families; reducing social isolation; improving awareness and understanding of HIV; challenging and addressing impacts of stigma and discrimination and supporting the emotional effects of growing up with HIV.

As the Chair of CHIVA, I am very pleased to review key events and achievements for CHIVA during 2015, which has been another busy and productive year for the Association. Grateful thanks go to the Officers and Executive Committee for their work in the past year and to our funders, sponsors and conference exhibitors for their support. Our 9th Annual Conference took place in Leicester this year, a very successful event that attracted over 120 delegates. Thanks go to the Chair of the Conferences Subcommittee, Dr Srinivas Bandi, for putting together an interesting programme; and to Miss Michelle Overton for warmly welcoming us as Local Host. The conference included two sessions focusing on Sexual Health Training. In addition, there were lectures looking at treatment guidelines, talking to young people about HIV, and psychological standards. One of the highlights of the conference was the CHIVA Youth Committee session, which provided an update on the crucial work they are undertaking, representing the views and experiences of children with HIV in the UK and campaigning to improve wider understanding and awareness of HIV.

In addition, CHIVA held its usual parallel sessions in collaboration with BHIVA at the British HIV Association (BHIVA) Autumn Conference 2015. The theme for this year's conference was 'Transition - mind the gap' and around 40 delegates attended. Sessions included a presentation on 'Implications of the START Study findings for paediatric HIV treatment' and the CHIVA Youth Committee session on the topic of 'A multidisciplinary approach to managing transition: the young person's perspective'. This year's CHIVA Plenary Lecture on 'The disclosure of an HIV-infected adult to their uninfected child' was given by Ms Rebecca Brown, Positive Parenting and Children (PPC) and Ms Angelina Namiba, Salamander Trust.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Work continued on website content to offer additional online resources to young people, as well as being a source of information about CHIVA and its activities, such as conferences, registration, audits and guidelines. In addition, the website also offers medical practitioner information, regularly updated care guidelines and support services information. There is a growing online library of current resources as well as various paediatric protocols, treatments, trials and guidelines covering a number of practice areas and information for schools and youth services. There is also a stand-alone online tool to support parents when they tell their affected children about HIV in the family. The secure site for children with HIV to access, 'If only you knew', has been redeveloped this year in line with stakeholder feedback.

The CHIVA peer support programme has increased to provide regional peer support in addition to the annual national support camp. The 2015 support camp was attended by over 75 young people, who took part in a range of HIV workshops, were provided with one to one support and encouraged to develop skills and confidence through participation in outdoor and creative arts activities. The Youth Committee have been engaged in an important campaign to improve understanding of HIV in schools.

The year culminated at a launch event at the House of Lords hosted by Baroness Gould. This event launched the publication, 'HIV in Schools - A good practice guide to supporting children living with or affected by HIV in schools' a document produced jointly with the National Children's Bureau and the film 'Educate me' made by young people with HIV, and was attended by a range of education and health professionals and Parliamentarians.

The Executive Committee made the decision in 2015 to appoint an overall manager for CHIVA to manage all of our operations and outsourced functions and the day to day management of CHIVA. Amanda Ely has been appointed to this role and will be working on securing new opportunities to increase awareness and funds for the charity and its work.

I have had a very busy first year as Chair of CHIVA and I am sure you will agree with me that the future holds great things for the Association. I would like to extend grateful thanks to all our members for their continuing input and support.

Section 2 Objectives and Activities of the Charity

A summary of the objects of the charity as set out in its governing document:

- a) the relief of sickness and the preservation of health among children and young people infected or affected by HIV and related infections including the development of standards of care and provision of information, advice and support to healthcare and other professionals and in other such charitable ways as CHIVA, through its Executive Committee, may from time to time decide;
- b) to advance the education of the general public and medical fraternity in all areas relating to HIV and related infections including raising awareness of the needs of children and young people with HIV and related infections and representing those needs to other government organisations and professionals;

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

c) to carry out and support research and audit into all aspects of HIV and related infections and to publish the useful results of such research and audit.

The charity's aims, including the changes or differences it seeks to make:

a) to raise funds. In doing so, the Charity must not undertake any substantial permanent trading activity and must comply with any relevant statutory regulations;

b) to buy, take on lease or in exchange, hire or otherwise acquire any property and to maintain and equip it for use;

c) to sell, lease or otherwise dispose of all or any part of the property belonging to the Charity. In exercising this power, the Charity must comply as appropriate with sections 36 and 37 of the Charities Act 1993;

d) to borrow money and to charge the whole or any part of the property belonging to the Charity as security for repayment of the money borrowed. The Charity must comply as appropriate with sections 38 and 39 of the Charities Act 1993 if it wishes to mortgage land;

e) to co-operate with other charities, voluntary bodies and statutory authorities and to exchange information and advice with them;

f) to establish or support any charitable trusts, associations or institutions formed for any of the charitable purposes included in the Objects;

g) to acquire, merge with or to enter into any partnership or joint venture arrangement with any other Charity formed for any of the Objects;

h) to set aside income as a reserve against future expenditure but only in accordance with a written policy about reserves;

i) to employ and remunerate such staff as are necessary for carrying out the work of the Charity. The Charity may employ or remunerate a Director only to the extent it is permitted to do so by clause 5 and provided it complies with the conditions in that clause;

j) to:

i) deposit or invest funds;

ii) employ a professional fund manager; and

iii) arrange for the investments or other property of the Charity to be held in the name of a nominee;

in the same manner and subject to the same conditions as the trustees of a trust are permitted to do by the Trustee Act 2000;

k) to provide indemnity insurance for the Directors or any other officer of the Charity in relation to any such liability as is mentioned in subclause (2) of this clause, but subject to the restrictions specified in subclause (3) of the clause;

l) to pay out of the funds of the Charity the costs of forming and registering the Charity both as a company and as a charity;

m) to do all such other lawful things as are necessary for the achievement of the Objects;

n) to promote issues relevant to all children and young people infected or affected by HIV and related infections;

o) to act as a resource for relevant national organisations including the Department of Health, commissioning authorities, the Royal Colleges and other organisations such as BPSU, CHIPS, HPA, NSHPC, PENTA and HYPNet;

p) to develop and regularly update standards of care for children and families with HIV and related infections;

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

- q) to develop and regularly update standards of care to reduce mother-to-child transmission;
- r) to encourage service providers to use the standards for audit and clinical governance;
- s) to update national commissioning authorities;
- t) to highlight the needs of adolescents and young people with HIV and related infections and promote good practice for transitional care to adult services;
- u) to support and to promote international initiatives that endeavour to provide good-quality care to children and families affected by HIV and related infections in resource-poor settings;
- v) to help service providers achieve and maintain continuing professional development in this field;
- w) to promote involvement in national and international multicentre research trials both by active involvement in trial design and regular open meetings to
- y) to support the Children's HIV National Network and local networks in order to promote equality of access to services throughout the UK and Ireland;
- z) to engage directly in work with infected and affected children, adolescents and young people, as considered appropriate by the CHIVA Executive Committee.

An explanation of the charity's main objectives for the year:

Social and family support

CHIVA has been providing national peer support to up to 100 children with HIV through its annual support camp for the past 6 years. The support camp aims to address the social isolation experienced by children with HIV, enhance knowledge and understanding of HIV, and improve self efficacy and coping skills. Whilst developing a peer support network through the friendships established at support camp.

The Royal Holloway University London began a comprehensive evaluation of CHIVA support camp. CHIVA were keen to develop increased understanding of the impact of the intervention on young people's lives, and in particular more understanding of the psychological and behavioural outcomes following attendance at camp. The interim report from this evaluation is now available on our website with the final report due in June 2016.

CHIVA is developing its social support programme and now provides regional peer support in the South West and Wales regularly throughout the year. CHIVA is also providing direct support interventions to children and families with more complex needs.

Campaigns and public engagement programmes

A campaign to 'make schools more HIV friendly' was run by CHIVA through the year. Key stakeholders in education were engaged in this programme and parliamentarians approached through an extensive contact programme. Culminating in the production of a schools guidance document, published by the National Children's Bureau, on how to support children with and closely affected by HIV in schools; a film made by young people with HIV to be used

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

in teaching training programmes and awareness raising in schools; and a launch event held at the House of Lords and hosted by Baroness Gould.

Arts engagement programme

To support older young people with the challenges associated with transitioning into adult care and adult life through engagement with an arts programme, enabling the experiences of growing up with HIV to be explored, shared, and reflected upon. This programme develops insight, understanding, and opportunities for peer support and the development of skills and confidence through engagement with the arts. This year's collaborative project with Turtle Key Arts began work on producing a film and will culminate in a week long project in April 2016 at the Lyric Theatre London, where the film will be shot with young people with HIV having developed the script and comprising the production team.

Conferences

CHIVA holds two conferences each year; the annual conference is held in the spring, traditionally in May, and a Parallel Session at the BHIVA Autumn Conference in November in London. The annual conference venue rotates each year to try and give all members across the UK the best opportunity to attend. The CPD-registered and RCPCH-accredited conferences attract a broad spectrum of participants from many areas of health, social care and the voluntary sector.

Regional meetings

CHIVA liaises with other organisations and local/regional networks to facilitate small scientific meetings, which are held around the country to allow as many members as possible to attend. In addition, four multidisciplinary educational meetings, known as 'Monday Night Meetings', are held each year in collaboration with the Medical Research Council at their offices in London. All these meetings are open to CHIVA members and any other interested parties.

CHIVA website

CHIVA has been supporting the provision of guidance for health care professionals working with children with HIV in the UK and Ireland since 2005. All guidelines are peer reviewed by a multidisciplinary Guideline Group to ensure that any advice given is representative of best practice and is the latest information. All guidelines are reviewed and updated annually.

The website houses a resources area specifically for publications and research specific to this group of children and their families.

The CHIVA social care area of the website is for professionals from the HIV non-medical sector, as well as those working in generic children and family services. It includes lists of HIV support services, Quality Standards on working with children with HIV, and general information non-HIV specialists should know when supporting this group.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

CHIVA has developed a standalone secure website in consultation with HIV-positive young people. Access is via login and password, which provides a safe and secure way for young people to access information about living with HIV, communicate with each other and get information about other activities CHIVA undertakes with HIV-positive young people. This secure site has been redeveloped this year in line with stake holder feedback and is due to be relaunched in early 2016.

CHIVA's public website houses an area developed by and for HIV-affected young people, providing information about living in a family where there is HIV and signposting out to local support. It also houses an area for those either parenting an HIV-positive child or a parent with HIV. Again, this was developed in consultation with groups of parents and contains information about various topics, including talking to your child about HIV in the family, understanding HIV and talking to schools.

Audit

To set achievable targets and indicators of care, CHIVA conducts a programme of audits involving centres throughout the UK, results of which are published online and presented at conferences.

Commissioning

The NHS Commissioning Board took over commissioning of all specialised services, including HIV, from April 2013 and paediatric HIV services were commissioned alongside adult HIV services. Much work has been undertaken by the HIV Clinical Reference Group (CRG) over the last year to support this process, and CHIVA has had representation from a member of the Executive Committee who also sits on the Drugs Subcommittee and a PPI member from CHIVA Projects on the CRG. Restructuring of all the CRGs is currently underway but CHIVA is expected to remain as an affiliated association. The Paediatric Service Specification is due for updating in 2016 in line with the CHIVA Standards. A review of the CHINN Network and governance arrangements is now complete.

Clinical guidelines and standards of care

To help promote and monitor high standards of care, CHIVA publishes a range of guidelines for paediatricians covering: standards of care for infants, children and young people with HIV (including infants born to mothers with HIV); testing and diagnosis; testing of children with HIV-positive parents (or siblings); follow-up; treatment; vaccinations; adherence and pill-taking; complications; mother-to-child transmission, pregnancy and infant feeding; post-exposure prophylaxis; and HIV in schools. Guidelines are reviewed and updated on a regular basis and new guidelines produced.

Youth Committee

The Youth Committee has 12 positions for young people with HIV to hold for a period of two years. The Youth Committee are engaged in shaping the work and direction taken by CHIVA to ensure young people's views and

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

experiences are informing our work and their priorities are represented. They meet regularly throughout the year and attend and present at our national conferences. The Youth Committee also engage with the media and public forums to campaign for improved awareness and understanding of HIV. In 2015 a campaigning focus was to improve understanding of the needs of children with HIV in schools.

Committees

The CHIVA Executive Committee oversees the work of the Association, which is run by the following: Conferences Subcommittee; Guideline Group; Website Group and ad hoc groups on Audit, Standards, Regional Meetings.

Membership

The membership of the Association at the end of 2015 stood at over 140. Membership is across a wide range of healthcare professionals and others working within the HIV sector. Membership benefits include voting rights and eligibility to stand for election to the CHIVA Executive Committee; to be kept informed of all relevant CHIVA developments, predominantly by email; inclusion on a dedicated mailing list for all announcements of CHIVA activities, including CME-accredited educational meetings and updated guidelines/agreed standards of care; discounted registration to the CHIVA Annual Conference (and the satellite Parallel Sessions held annually at the BHIVA Autumn Conference in London), and access to the multidisciplinary educational meetings every 2 months in London.

Honorary Secretary's Report

I would like to extend a warm welcome to all new members and thank existing members for their continued support and input. The Association has come a long way since its beginnings as an interest group within BHIVA, which was followed by registration as a limited company in 2007, and as a charity in 2008. As a stand-alone professional association, CHIVA now represents many skills and specialties: members include paediatricians, specialist nurses and pharmacists, research fellows and lecturers, community care practitioners, dieticians and psychologists, as well as members from the voluntary sector, who are based throughout the UK as well as overseas. In 2005, the Association's membership stood at 82. To date, this has nearly doubled and we now have over 140 members at the end of December 2015, which is very encouraging.

This year the Association held elections for the Executive Committee for the period 2015-2017 and I welcome Dr Velur Balasubramaniam (Derby Hospitals NHS Foundation Trust), Dr Srinivas Bandi (Leicester Royal Infirmary) (re-elected to the Executive Committee), Miss Katie Rowson (North Manchester General Hospital) and Dr Anna Turkova (Imperial College Healthcare NHS Trust). Very grateful thanks go to the member of the committee who stepped down in 2015: Miss Michelle Overton, Miss Ailsa Pickering and Dr Steven Welch.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

A small increase was made to the membership subscription rates for consultants for 2015 (up to £85) and fees remained the same for other categories: £50 for non-consultants; and £40 for joint CHIVA and affiliated organisation (HIVPA, NHIVNA, PHP and RHIVA) members. Membership benefits include discounted registrations at the CHIVA Annual Conference and the CHIVA Parallel Sessions at the BHIVA Autumn Conference. In addition, CHIVA members receive a discount of £10 when taking out BHIVA membership.

Communication with CHIVA members remains important and we continue to send information emails on a wide range of subjects to members. I hope that you have found your membership valuable during the past year. I would very much like to receive any feedback and suggestions you may have regarding your membership - please contact me through the Secretariat.

Honorary Secretary
Dr Fiona Thompson

Explanation of the strategies for achieving objectives:

The charity has developed an annual programme of direct work as detailed above, and also includes two conferences, regional meetings, website updates, audit, clinical guidelines and standards of care, committee meetings, maintenance of a membership database, and benefits to members. This work is overseen by the CHIVA Executive Committee (comprising the Trustees/Directors of the Charity) and the CHIVA Manager. The charity provides a programme of social support and direct family support to address social and emotional impacts of HIV on children and families, overseen by the CHIVA Manager. The charity also provides professional guidance, advice and training to other professionals and organisations to support wider understanding of the needs of children and their families with HIV.

Details of significant activities including main programmes, projects or services:
See above under heading 'An explanation of the charity's main objectives for the year'.

The Charity's grant making policies:

The Association made a grant of £1,000 during 2015 to the Journal of Virus Eradication and received an acknowledgement with the CHIVA logo in the journal and on the journal website.

Social or programme related investment:
Not applicable.

The contribution of volunteers:

The CHIVA annual national support camp recruits a team of professional volunteers who are trained as key workers to attend camp and provide emotional and social support to children attending. CHIVA also recruits a team of young adult volunteers who also live with HIV, who are trained by CHIVA to become peer mentors, and attend camp to provide support and inspiration to the children attending. Close to 50 young people with HIV and adults (many of whom live with HIV) took up volunteering opportunities with CHIVA during the year.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Summary of main activities of the charity in relation to its objects:

See also above for further details. The charity has developed an annual programme of work as detailed above, which includes social and direct family support work programmes, two conferences, regional meetings, website updates, audit, clinical guidelines and standards of care, committee meetings, a youth committee, maintenance of a membership database and benefits to members. This work is overseen by the CHIVA Executive Committee, which comprises the Trustees/Directors of the Charity.

Section 3 Achievements and Performance of the Charity

A review of charitable activities undertaken by the charity:

All the work of the charity is detailed in Section 2 under the heading 'An explanation of the charity's main objectives for the year'.

Fundraising activities:

CHIVA's funding activities include applying for specific grants from trusts and grant-giving bodies, fundraising activities run by CHIVA volunteers and workers, as well as fundraising undertaken by the general public for the charity.

Investment performance achieved against investment objectives set:

Objectives set for 2015 were modest and in the main concentrated on preservation of funds at bank.

Factors relevant to achievement of the charity's objectives:

All the main objectives were achieved for the year under the categories above through the work of the Executive Committee, subcommittees and groups and CHIVA staff.

Summary of main achievements of charity during the year:

- 75 young people with HIV aged 11-16 attended our national support camp. A further 40 young people engaged in regional peer support programmes.

- A number of families with more complex needs have received a social work support intervention through our direct support programme to identify and address unmet needs.

- A campaign to 'make schools more HIV friendly' was successfully run engaging key stakeholders in education and running a contact programme with parliamentarians. The National Children's Bureau published guidance for schools produced by CHIVA. A film was made by young people with HIV, 'educate me' and a launch event held at the House of Lords, hosted by Baroness Gould.

- 20 young adults with HIV engaged in a collaborative film project run with Turtle Key Arts with support from the Lyric Theatre London exploring the experience of growing up with HIV.

- 9th Annual Conference in Leicester: over 120 delegates attended and the programme included a dinner for speakers and delegates.

- Parallel Sessions at the BHIVA Autumn Conference in London: around 40 delegates attended and the programme included a dinner for delegates and speakers.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

- Regional networks have been in place since 2006 and regional meetings were held, including four London 'Monday Night Meetings' in collaboration with the Medical Research Council.
- Audits were conducted and data published
- Standards of care were developed
- 5 youth-led treatment and care guidelines produced through the youth guidelines group, 'Treat me like this'. Made available to all health care providers through the CHIVA website.
- 12 young people with HIV supported to hold positions on the CHIVA youth committee who met regularly throughout the year to explore and define areas of focus.
- Website development project: The CHIVA website has gone from strength to strength, averaging 2,000 visits per month. The site remains the key resource for children and HIV in the UK, and we are seeing an increase in international visitors, especially since Google translator is active on the site.
- Information to members through publication of the CHIVA eNewsletter, which is distributed approximately 15 times per annum.

Employment of disabled persons

CHIVA has only one direct employee.

Section 4 Structure, Governance and Management

Nature of the Governing Document and constitution of the Charity:

The Children's HIV Association is a charitable company limited by guarantee and the governance document applies: Memorandum of Association of Children's HIV Association.

The methods adopted for the recruitment and appointment of new trustees:

Annual elections are held:

- (a) A list of nominees will be forwarded to all eligible members of the Association with a request for their selections to fill the vacancies.
- (b) The election scrutineer will normally be the immediate past Chair of the Association or another person nominated by the Executive Committee.
- (c) The results of the election shall be declared at the Annual General Meeting.

The policies and procedures adopted for the induction and training of trustees:

New trustees are sent an information letter with the following:

- results of elections for the relevant year;
- list of all trustees with contact email addresses;
- Charity Commission of England and Wales leaflet CC3(a) - 'The Essential Trustee: an introduction'
- competing interest disclosure form;
- copy of the governance document;

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

- level of time commitment expected regarding attendance at committee meetings and conferences;
- minutes of the most recent Executive Committee meeting; and
- trustee declaration form.

The organisational structure of the charity and how decisions are made.



Membership of a wider network:

Subcommittees and groups comprise trustees and representatives from outside to bring depth and spread to the knowledge and experience of the group. Community and voluntary sector representatives are invited on to the CHIVA Executive Committee via the UK Community Advisory Board. In 2015, CHIVA continued its affiliation the Federation of HIV Associations (FHIVA), which aims to provide a united voice for the UK's professional HIV healthcare organisations.

Relationships between the charity and related parties, including its subsidiaries:

Not applicable.

The major risks to which the charity is exposed and reviews:

Financial: downturn in revenues from sponsors and giving organisations. The former support conference and the professional work of CHIVA while the latter support the Support camp, website and Youth Committee.

Non-financial: Not applicable.

Relationships with other groups, charities, individuals (including donated services):

- BHIVA
- BPAIIG
- CHINN
- CHIVA Africa
- FHIVA
- HYPNet
- MRC
- NHIVNA
- PePYP

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Section 5 Financial Review

Treasurer's report

I am pleased to report that the Association's finances during 2015 continued to be sound.

Unrestricted Income and Expenditure

Total unrestricted income for the year was £59,641. Of this total 14 per cent was derived from membership fees £8,622 (2014: £8,750), 37 per cent from major sponsorship £22,000 (2014: £22,500) and the CHIVA conference provided 22 per cent £13,377 (2014: £20,274). BHIVA continued to donate £2,500 as in previous years. Interest receivable during the year was £661 as compared to £1,814 in 2014. Total direct charity expenditure was £66,505, of which £28,160 was in respect of the CHIVA Annual Conference and £38,345 was in respect of other direct charity expenditure.

Restricted Income and Expenditure

Total restricted income for the year was £273,075. Of this total, £119,567 was designated for the Support Camp, £57,118 was for Children in Need (BBC), £13,021 was for General/Core project, £2,484 was for Children in Need (BBC) Wales project, £19,956 was for the South West project, £60,873 to the HIV Friendly schools project and £56 was for the Treat Me Like This Project. There was no income for the UNICEF project in 2015. Total restricted expenditure was £247,934, of which £96,248 was designated to the Summer Camp, £46,823 to Children in Need (BBC) project, £454 to HYPNet, £6,819 to UNICEF project, £22,118 to the General/Core project, £5,893 to the Children in Need (BBC) Wales project £2,287 to the South West project, £59,093 to the HIV Friendly project and £8,199 to the Treat Me Like This Project.

Summary

The unrestricted financial reserves of CHIVA at the end of the financial year 2015 were £79,387 and the restricted reserves were £69,944. CHIVA is therefore in a reasonably secure financial position to conduct its main aims and objectives over the next year.

I wish to thank all our generous funders and sponsors for their continued support of our direct work: BBC Children in Need, Elton John AIDS Foundation, Gilead, MAC AIDS Fund, Monument Trust, Simply Health and ViiV Healthcare; and to BHIVA and others who have contributed via the Gift Aid scheme set up on our website or through other charitable fundraising processes. In addition, we are grateful to the pharmaceutical industry for their continued support of CHIVA and its activities, especially for the Annual Conference. Particular thanks are due to BHIVA for facilitating the CHIVA Parallel Sessions at the BHIVA Autumn Conference, which is held annually. Finally, I also wish to thank our members for supporting the Association.

Honorary Treasurer
Dr Anton Tan

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Policies on reserves:

The Executive Committee has established a policy whereby the unrestricted funds not committed or invested in tangible assets (the free reserve) held by the charity should equate to a minimum of 12 months of resources expended. This policy, the Executive Committee feels, would allow the Association to continue the current activities of the charity in the event of a significant drop in funding.

Funds in deficit:

There are no funds in deficit.

Principal funding sources and how expenditure has supported the key objectives:

- ViiV Healthcare (HIV Friendly Schools project and National Support Camp)
- Monument Trust (National Support Camp)
- BBC Children in Need England and Wales (Participation and Social Support Projects)
- Pharmaceutical industry (AbbVie, Janssen, MSD and ViiV) (Major sponsorship and CHIVA Annual Conference)
- Simply Health (South West Social Support project)
- Elton John AIDS Foundation (National Support Camp)
- Gilead (Direct Support work programme and youth guidelines project)
- Membership (to general CHIVA funds)

Investment policy and objectives, including social, ethical, etc.:

The Executive Committee has considered the most appropriate policy for investing funds and in the current and immediate-past economic climate, preservation of funds has been the main criterion of the committee. CHIVA adopts a low- to no-risk policy. CHIVA funds currently reside in the following account: Special Interest Bearing Current Account at the NatWest Bank, part of the Royal Bank of Scotland, which is mainly owned by the UK Government.

Availability and adequacy of assets of each of the funds:

Immediate access to current account.

Transactions, financial position and changes in fixed assets:

CHIVA's finances were in a healthy position. CHIVA holds no fixed assets.

Funds held as Custodian Trustee on behalf of others:

Not applicable.

Share capital:

Not applicable.

Section 6 Plans for Future Periods

To continue to conduct the business of the Association through its Executive Committee, subcommittees and groups to meet the objects of the Association.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Section 7 Sundry items to be disclosed

The name of the Chief Executive Officer and other senior staff member(s):

Chair: Dr Steven Welch (to 22 May 2015) and Dr Amanda Williams (from 22 May 2015)

Honorary Treasurer: Dr Anton Tan

Honorary Secretary: Dr Amanda Williams (to 22 May 2015) and Dr Fiona Thompson (from 22 May 2015)

The members of the Board of Trustees of the Charity during the year ended 31 December 2015:

Dr Velur Balasubramanian (Appointed 22 May 2015)

Dr Alasdair Bamford (Appointed 10 May 2013)

Dr Srinivas Bandi (Re-appointed 22 May 2015)

Dr Jolanta Bernatoniene (Appointed 16 May 2014)

Dr Tomàs Campbell (Appointed 16 May 2014)

Dr Katja Doerholt (Appointed 10 May 2013)

Miss Emily Hamblin (Re-appointed 10 May 2013)

Miss Michelle Overton (Retired 22 May 2015)

Miss Ailsa Pickering (Retired 22 May 2015)

Miss Katie Rowson (Appointed 22 May 2015)

Dr Anton Tan (Appointed 18 May 2012)

Dr Fiona Thompson (Re-appointed 16 May 2014)

Dr Anna Turkova (Appointed 22 May 2015)

Dr Steven Welch (Retired 22 May 2015)

Dr Amanda Williams (Re-appointed 22 May 2015)

The members of the Board of Trustees of the Charity at the date of the report:

Dr Velur Balasubramaniam

Dr Alasdair Bamford

Dr Srinivas Bandi

Dr Jolanta Bernatoniene

Dr Tomàs Campbell

Dr Katja Doerholt

Miss Emily Hamblin

Miss Katie Rowson

Dr Anton Tan

Dr Fiona Thompson

Dr Anna Turkova

Dr Amanda Williams

Statement as to disclosure of information to auditors:

The Board of Trustees confirm that, so far as they are each aware, there is no relevant audit information of which the Charity's auditors are unaware; and each Trustee has taken all the steps that he or she ought to have taken as a Trustee to make himself or herself aware of any relevant audit information and to establish that the Charity's auditors are aware of that information.

Bankers, solicitors, investment advisors, auditors, etc.:

Bankers:

- NatWest Bank, East Finchley Branch, 85 High Road, London N2 8AE

- Scottish Widows Bank Plc, 67, Morrison Street, Edinburgh EH3 8YJ

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

Solicitors:

- None

Investment advisors:

- None

Auditors:

- CK Partnership Limited, Chartered Accountants and Registered Auditors, 1 Old Court Mews, 311 Chase Road, London N14 6JS

Statement of Directors' and Trustees' Responsibilities:

The Charities Acts require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- 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;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are also responsible for the contents of the trustees' report, and the responsibility of the auditor in relation to the trustees' report is limited to examining the report and ensuring that , on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

Trustee declaration:

I declare that:

- I am over age 18.
- I am not an undischarged bankrupt.
- I have not previously been removed from trusteeship of a charity by a Court or the Charity Commission.
- I am not under a disqualification order under the Company Directors' Disqualification Act 1986.
- I am, in the light of the above, not disqualified by the Charities Act 1993 (section 72) from acting as a charity trustee.
- I undertake to fulfil my responsibilities and duties as a trustee of the Children's HIV Association (CHIVA) in good faith and in accordance with the law and within the objects of CHIVA.

Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015

- I do not have any financial interests in conflict with those of CHIVA (either in person or through family or business connections) except those that I have formally notified in a declaration of interest statement. I will specifically notify any such interest at any meeting where trustees are required to make a decision, which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.

Competing interest disclosure form is to be completed by all members of CHIVA Executive Committee:

1. CHIVA requires that all members of the Executive Committee must declare all interests and membership of other committees retrospectively on an annual basis, to give protection to individuals working as CHIVA Trustees.
2. Declaration is required at the time of joining CHIVA as a Trustee and annually thereafter. Declaration is required retrospectively for the preceding 12 months from the beginning of membership of the Executive Committee and then annually thereafter until the conclusion of membership of the Executive Committee.
3. The details given will be retained on a register at the Secretariat.
4. The details given will be made available for examination by all CHIVA Trustees to allow all trustees to attend committee and working group meetings and vote or not vote in a completely transparent manner.
5. Declaration
 - a. Report all relationships with pharmaceutical, diagnostic, or such similar companies involved in HIV-related products in 2011-2012. For the purposes of this disclosure, the term 'member' includes the CHIVA member and any spouse/partner/ family member.
 - b. Further information is likely to be requested if any positive responses are given.
 - c. If undisclosed competing interest is later proven, CHIVA will follow Committee on Publication Ethics (COPE) guidelines.
 - d. Pecuniary interests (consultancy work; speaker fees; company shares; grant support; other paid income; and other relevant disclosure) and non-pecuniary interests (trusteeships; committee memberships and directorships of other organisations and companies)
 - e. Have you have done any Child Protection Training and if so, when?
 - f. Have you had a Criminal Records Bureau check and if so, when was this last done?

CHIVA Executive Committee members at 31 December 2015:

Dr Amanda Williams (Chair)
Dr Anton Tan (Honorary Treasurer)
Dr Fiona Thompson (Honorary Secretary)
Dr Velur Balasubramaniam
Dr Alasdair Bamford
Dr Srinivas Bandi

**Children's HIV Association Limited
Executive committee report
for the year ended 31 December 2015**

Dr Jolanta Bernatoniene
Dr Tomàs Campbell
Dr Katja Doerholt
Miss Emily Hamblin
Miss Katie Rowson
Dr Anna Turkova

This report was approved by the committee on May 2016.

Dr Amanda Williams
Chair

Childrens HIV Association Limited
Independent auditors' report
to the member of Childrens HIV Association Limited

We have audited the financial statements of Children's HIV Association Limited for the year ended 31 December 2015 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes, as set out on pages 21 to 24. These financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities, effective January 2015, and in accordance with the requirements of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008, under the historical cost convention and in accordance with the accounting policies set out in the notes to the financial statements.

This report is made solely to the trustees of the charitable company, as a body, in accordance with the requirements of the Charities Act 1993. Our audit work has been undertaken so that we might state to the trustees 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 liability to anyone other than the trustees as a body, for our audit work, for this report or for the opinions we have formed.

Respective responsibilities of trustees as directors and of the auditors

As described in the Statement of Trustees' Responsibilities on page 16 the charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 1993 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with section 44 of that Act.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

We report to you our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice and in accordance with the Companies Act 2006 and the Charities (Accounts and Reports) Regulations 2008.

We also report to you if, in our opinion, the Report of the Trustees is materially inconsistent with the financial statements, if the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, or if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the company is not disclosed.

We read the Trustees Annual Report (executive committee report) and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Audit Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board and in accordance with the Practice Note 'The Audit of Charities in the United Kingdom, revised in December 2008. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Childrens HIV Association Limited
Independent auditors' report
to the member of Childrens HIV Association Limited

Opinion

In accordance with Regulations 25(g) and (h) of the Charities (Accounts and Reports) Regulations 2008, in our opinion the Company's Financial Statements comply with the requirements of section 396 of the Companies Act 2006 and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and in particular:

- a) The Statement of Financial Activities gives a true and fair view of the charity's incoming resources and application of resources for the financial year ended on 31 December 2015.
- b) The Balance Sheet gives a true and fair view , of the state of affairs of the charity as at 31 December 2015.
- c) The financial statements have been prepared in accordance with the methods and principles required by Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005 (as modified in June 2008) (The SORP) and those methods and principles have been followed.

Eligibility of auditor and status of audit

We confirm that we are eligible under S.144(2) of the Act to conduct this audit, and that this report is is a report in respect of an audit carried out under section 144 of the Act and in accordance with the related regulations.

George Christou
(Senior Statutory Auditor)
for and on behalf of
CK Partnership Limited
Accountants and Statutory Auditors

1 Old Court Mews
311 Chase Road
London N14 6JS

May 2016

Childrens HIV Association Limited
Statement of financial activities
for the year ended 31 December 2015

	Notes	Unrestricted Funds 2015 £	Restricted Funds 2015 £	Totals 2015 £	2014 £
INCOMING RESOURCES					
Major sponsors		22,000	-	22,000	22,500
Membership fees	2	8,622	-	8,622	8,750
Donations		2,500	-	2,500	2,500
Conference income		13,377	-	13,377	20,274
Chiva projects funds transfer		12,481	-	12,481	9,091
Bank deposit interest received		661	-	661	1,814
South West project		-	19,956	19,956	-
Summer Camp project		-	119,567	119,567	82,300
Children In Need (BBC) project		-	57,118	57,118	27,718
General Core project		-	13,021	13,021	22,450
UNICEF grant		-	-	-	33,985
Children In Need (BBC) Wales project		-	2,484	2,484	9,975
Treat Me Like This project		-	56	56	13,673
HIV Friendly project		-	60,873	60,873	-
HYPNet project		-	-	-	-
		<u>59,641</u>	<u>273,075</u>	<u>332,716</u>	<u>255,030</u>
RESOURCES EXPENDED					
Restricted Funds:					
Website development project		-	-	-	17
South West project		-	2,287	2,287	-
Summer Camp project		-	96,248	96,248	98,333
Children In Need (BBC)		-	46,823	46,823	40,986
General Core project		-	22,118	22,118	23,119
UNICEF project		-	6,819	6,819	34,707
Children In Need (BBC) Wales		-	5,893	5,893	4,474
Treat Me Like This project		-	8,199	8,199	2,116
HIV Friendly project		-	59,093	59,093	-
HYPNet project		-	454	454	285
		<u>-</u>	<u>247,934</u>	<u>247,934</u>	<u>204,037</u>
CHIVA:					
Conference expenditure		28,160	-	28,160	30,508
Journal of Virus Eradication		1,000	-	1,000	-
Postage, printing and stationery and sundry		258	-	258	1,137
Bank charges	3	834	-	834	836
Insurance		1,509	-	1,509	1,417
Committee meeting expenses		995	-	995	802
Secretariat costs		27,480	-	27,480	27,481
Website costs		70	-	70	340
Accountancy fees and governance charges	4	6,199	-	6,199	11,650
		<u>66,505</u>	<u>-</u>	<u>66,505</u>	<u>74,171</u>
Total resources expended		<u>66,505</u>	<u>247,934</u>	<u>314,439</u>	<u>278,208</u>
NET INCOMING RESOURCES FOR THE YEAR		<u>(6,864)</u>	<u>25,141</u>	<u>18,277</u>	<u>(23,178)</u>
FUND BALANCE BROUGHT FORWARD		<u>86,251</u>	<u>44,803</u>	<u>131,054</u>	<u>154,232</u>
FUND BALANCE CARRIED FORWARD		<u>79,387</u>	<u>69,944</u>	<u>149,331</u>	<u>131,054</u>

Childrens HIV Association Limited
Balance Sheet
as at 31 December 2015

	Notes		2015 £	2014 £
Current assets				
Debtors	5	3,506	27,103	
Cash at bank and in hand		148,275	142,337	
		<u>151,781</u>	<u>169,440</u>	
Creditors: amounts falling due within one year				
	6	(2,450)	(38,386)	
Net current assets			<u>149,331</u>	<u>131,054</u>
Net assets			<u>149,331</u>	<u>131,054</u>
Reserves				
General reserve - CHIVA	7		79,387	86,251
Restricted reserve:				
South West project	8	17,669	-	
Summer Camp project	8	19,834	3,303	
Children In Need (BBC) project	8	24,471	15,076	
General Core project	8	526	(15)	
UNICEF grant	8	258	7,077	
Children In Need (BBC) Wales project	8	1,042	5,501	
Treat Me Like This project	8	3,414	11,557	
HIV Friendly project	8	880	-	
HYPNet project	8	1,850	2,304	
			69,944	44,803
			<u>149,331</u>	<u>131,054</u>

Dr Amanda Williams
Chair

Approved by the board on May 2016

Childrens HIV Association Limited
Notes to the Accounts
for the year ended 31 December 2015

The financial statements have been prepared in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE), effective January 2015, and all other applicable accounting standards, as modified by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, effective April 2005, (revised June 2008). The accounts have been drawn up in accordance with the provisions of the Charities (Accounts and Reports) Regulations 2008 and the Companies Acts, and include the results of the charity's operations which are described in the Trustees' Report, all of which are continuing.

Insofar as the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, (revised June 2008) requires compliance with specific Financial Reporting Standards other than the FRSSE then the specific Financial Reporting Standards have been followed where their requirements differ from those of the FRSSE.

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Turnover

Revenue grants received are taken to statement of financial activities in the year in which they are applied. Membership subscriptions are accounted for when they are received except in so far as

Deferred taxation

Full provision is made for deferred taxation resulting from timing differences between the recognition of gains and losses in the accounts and their recognition for tax purposes. Deferred taxation is calculated on an un-discounted basis at the tax rates which are expected to apply in the periods when the timing differences will reverse.

2 Membership fees	2015	2014
	£	£
New members fees	874	915
Renewed members fees	7,748	7,835
	<u>8,622</u>	<u>8,750</u>
3 Bank charges	2015	2014
	£	£
Bankline monthly fee	834	836
	<u>834</u>	<u>836</u>
4 Accountancy fees and governance charges	2015	2014
	£	£
Audit fee	1,500	1,500
Governance charges & annual reports and accounts	4,699	10,150
	<u>6,199</u>	<u>11,650</u>

Childrens HIV Association Limited
Notes to the Accounts
for the year ended 31 December 2015

5 Debtors	2015	2014
	£	£
Trade debtors	-	6,600
Other debtors	3,506	20,503
	<u>3,506</u>	<u>27,103</u>

6 Creditors: amounts falling due within one year	2015	2014
	£	£
Trade creditors	-	386
Other creditors	2,450	38,000
	<u>2,450</u>	<u>38,386</u>

7 General reserve	2015	2014
	£	£
At 1 January	86,251	95,493
Net surplus for the year	(6,864)	(9,242)
	<u>79,387</u>	<u>86,251</u>

8 Restricted fund balances

	South West	Summer	Children in	General/Cor	UNICEF
	£	Camp	Need (BBC)	e Project	£
		£	£	£	
Opening balance 1 January 2015	-	3,303	15,076	(15)	7,077
Receipts during the year	19,956	119,567	57,118	13,021	-
Transfers in/(out)	-	(6,788)	(900)	9,638	-
Expenditure during the year	(2,287)	(96,248)	(46,823)	(22,118)	(6,819)
Closing balance 31 December 2015	<u>17,669</u>	<u>19,834</u>	<u>24,471</u>	<u>526</u>	<u>258</u>

	Children in	Treat Me	HIV Friendly	HYPNet	Total
	Need (BBC)	Like This			
	Wales	Project	£	£	£
	£	£			
Opening balance 1 January 2015	5,501	11,557	-	2,304	44,803
Receipts during the year	2,484	56	60,873	-	273,075
Transfers in/(out)	(1,050)	-	(900)	-	-
Expenditure during the year	(5,893)	(8,199)	(59,093)	(454)	(247,934)
Closing balance 31 December 2015	<u>1,042</u>	<u>3,414</u>	<u>880</u>	<u>1,850</u>	<u>69,944</u>

9 Liability of members

The liability of the company is limited by guarantee.