

NAM PUBLICATIONS  
(A Company Limited by Guarantee)  
UNAUDITED  
TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

**NAM PUBLICATIONS**  
**(A Company Limited by Guarantee)**  
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**NAM PUBLICATIONS****(A Company Limited by Guarantee)****REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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<b>Trustees</b>	Dr Margaret Swain, Chair Tom Abell, Deputy Chair Julia Reidy, Treasurer Dr Sanjay Bhagani Brian Cooper Duncan Jarvies Julianne Lwanga Jason Schroen David Noble (resigned 4 February 2020) Kalpana Sabapathy (resigned 8 June 2020) Robbie Currie (resigned 6 October 2020)
<b>Company registered number</b>	02707596
<b>Charity registered number</b>	1011220
<b>Registered office</b>	Palladium House 1-4 Argyll Street London W1F 7LD
<b>Principal operating office</b>	Cally Yard 439 Caledonian Road London N7 9BG
<b>Company secretary</b>	Matthew Hodson
<b>Independent examiner</b>	Marc Levy FCA
<b>Accountants</b>	Blick Rothenberg Limited Chartered Accountants Palladium House 1 - 4 Argyll Street London W1F 7LD
<b>Bankers</b>	National Westminster Bank Plc 504 Brixton Road London SW9 8EB

## **NAM PUBLICATIONS**

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### **MISSION STATEMENT AND INTRODUCTION FROM NAM'S CHAIR AND EXECUTIVE DIRECTOR FOR THE YEAR ENDED 31 DECEMBER 2020**

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#### **Our Mission:**

NAM exists to support the fight against AIDS with independent, accurate, accessible, and comprehensive information.

We aim to create and disseminate information resources rooted in the experience of those most affected, enabling individuals and communities to take action and control in responding to HIV and AIDS.

#### **Our values:**

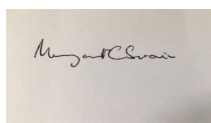
We believe that, wherever you are in the world, having independent, clear, and accurate information is vital in the fight against HIV and AIDS. It enables individuals and communities affected by HIV to protect themselves, care for others, advocate for better services and challenge stigma and discrimination.

#### **Message from NAM's Chair of the Board of Trustees**

Three Trustees resigned from the Board in 2020. David Noble was appointed in 2017 and resigned in February and Dr Kalpana Sabapathy was also appointed in 2017 and resigned in June. Robbie Currie was appointed in 2012 and was also Vice Chair from 2017 before resigning in October. They all brought a wealth of experience in their respective fields, David in charity governance, Kalpana in clinical medicine and Robbie in public health issues related to HIV. The Board is extremely grateful for their input over many years and they will be missed. Tom Abell was appointed Deputy Chair of the Board following Robbie Currie's resignation. There were no new appointments to the Board in 2020 but a review of areas of specific expertise needed has taken place and recruitment is underway.

Despite the restrictions and the challenges that the COVID pandemic presented, NAM has continued to make its presence felt both nationally and internationally through its participation in and reporting from conferences on HIV and sexual health generally. Most importantly, NAM has been able to continue to provide accurate and up to date information to those who need it most, including information and guidance on COVID risk for people living with HIV.

The trustees would like to thank all those who have supported NAM during this difficult year for everyone. We particularly thank the staff for their adoption of new ways of working, their loyalty and hard work, with a special mention of Matthew Hodson's leadership. We know that 2021 will continue to be challenging, both operationally and personally, and we wish everyone success and good health in the year ahead.



**Dr Margaret Swain**  
Chair, NAM Publications

7th December 2021

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### **MISSION STATEMENT AND INTRODUCTION FROM NAM'S CHAIR AND EXECUTIVE DIRECTOR (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

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#### **Message from NAM's Executive Director**

2020 was the year set by UNAIDS to achieve global targets of 90% of all people living with HIV diagnosed, 90% of those on treatment and 90% of those virally suppressed, to the point where their health should not be impacted, and they would not be able to pass the virus on during sex. These ambitious goals were not met, with the reported figures being 84% for diagnosis and 87% of those on treatment, however the goal for viral suppression was met. In 2020, everybody was talking about a virus – but it wasn't HIV.

For almost every day of 2020 the news cycle was dominated by the COVID-19 pandemic. The fundamentals of how we typically work, interact, care for each other, communicate and seek joy were all thrown into the air. Over a year later the situation is still evolving, as the relief that vaccines have brought to many regions have been challenged by the emergence of more virulent strains.

I believe that people who are informed, equipped, and empowered are better able to make good health choices. In the midst of understandable fear and confusion, and with a rapidly rising tide of misinformation, this mantra seemed to me to be more pertinent than ever.

The global COVID-19 pandemic shone a harsh light on the health inequalities and inequities, both regional and global, that have persisted throughout history. As with HIV and AIDS, although the virus could affect anyone, sickness and mortality were concentrated among many communities already marginalised. Insecure housing and food poverty increased both risk of infection and of severe illness.

For many people living with HIV, our COVID-19 related fears were compounded by uncertainty over what this new coronavirus may mean for our health. Were we more vulnerable to severe illness and death? Would vaccines be safe for us? Would vaccines be as effective for us? The need for NAM aidsmap's accurate, reliable, and accessible information resources seemed more urgent than ever.

Amidst the fear and distress of 2020, I was often struck by examples of community resilience. I noted the HIV activist in Uganda who organised deliveries of food when local lockdowns meant his neighbours were unable to go out to earn a living. Many public health officials took the lessons learned by our 40 years of dealing with HIV and applied these to COVID-19. Healthcare providers adapted their models of service delivery. While we may not yet be able to assess the full impact of COVID-19 on the health of people with HIV, and their access to testing and treatment, early reports have not matched our worst fears.

I am glad to report that NAM aidsmap also proved to be resilient. Necessity forced us to adapt our working models. If anything, these changes only spurred us to be more global in both our outlook and reach. The move to digital only meetings removed some barriers to the participation of contributors and colleagues from around the world. The new writers we recruited via the Emerging Voices programme reflect the global epidemic better than we were able to in the past. Our digital broadcasts have provided a platform to community activists from both the North and South of the Americas, from Southern Africa and Asia, as well as from the UK and across Europe, sharing that space with an equally international array of some of the most recognised and respected researchers, policy makers and clinicians in the field. We adapted our projects and created new ones to meet the emerging needs presented by the intersecting challenges of HIV and COVID-19. In doing so, we managed to engage, inform and, I hope, equip, and empower more individuals than ever before.

HIV is not over. In 2020 around 1.5 million people acquired HIV; 27% of people with HIV are still not accessing antiretroviral therapy and 680,000 people died of AIDS-related illnesses. Prevention and treatment efforts need to be ramped up if we are to hit new, ambitious targets to effectively end HIV by 2030. The path is already complex, the challenges great, and there is no reason to feel secure that other new infections, or disruption caused by changes in the climate, will not create further obstacles. I have no doubt though that ensuring that people are informed, equipped and empowered remains vital to efforts to end the HIV epidemic. This is the part that NAM can play in this effort.

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**MISSION STATEMENT AND INTRODUCTION FROM NAM'S CHAIR AND EXECUTIVE DIRECTOR  
(CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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The team at NAM, including our staff, freelance contributors, and our trustees, are committed to ensuring that NAM's response continues to recognise the importance of ensuring all people, irrespective of race, gender, sexuality, religion, employment status or wealth, are equipped with information to help them to maintain their health and wellbeing. I am honoured, as someone who is living with HIV, to play a leading role in an organisation that fights for the health and for the rights of people living with HIV around the world, that stands with all people who live with HIV against the challenges that this virus, and attitudes towards it, present.

As you will see in this report, in 2020 NAM aidsmap demonstrated our adaptability and our resilience. We rise to meet the challenge.



**Matthew Hodson**

Executive Director, NAM Publications

7th December 2021

## **NAM PUBLICATIONS**

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### **TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

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The trustees present their annual report together with the financial statements of the charity for the year 1 January 2020 to 31 December 2020. The Annual Report serves the purposes of both a trustees' report and a directors' report under company law. The trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

In this report and elsewhere NAM Publications may sometimes be referred to by the abbreviated form, NAM, or with reference to one of its principal resources, NAM aidsmap.

#### **Objectives and activities**

The charity's objective, and its principal activity, continues to be the relief of sickness, hardship, and distress among people with AIDS, HIV and related diseases and conditions, including but not limited to hepatitis. NAM also aims to advance the education of the public, including people working with those suffering from, or at risk of being affected by, such diseases and conditions.

There are no significant restrictions in the way the charity can operate and there have been no updates to the articles of the charity. Internal policies have been updated to reflect changes in relevant legislation.

The charity's mission is to support the fight against AIDS with independent, accurate, accessible, and comprehensive information. The charity aims to create and disseminate information resources rooted in the experience of those most affected, enabling individuals and communities to take action and control in responding to HIV and AIDS.

The main area of activity is the production and dissemination of regularly updated online, electronic, and printed information resources.

The charity publishes information in six broad areas:

1. Information on the clinical aspects of HIV and related conditions; and, in particular, their treatment.
2. Information on viral hepatitis, in particular the treatment of, and policy surrounding, hepatitis B & C.
3. Information on the testing, transmission, and prevention of HIV.
4. Information on the social or non-clinical aspects of HIV, AIDS, and related conditions, including the history of the diseases, their impact on particular communities, and practical information about aspects of life with the diseases, e.g., the law, employment and mental health.
5. Information about organisations providing services to people at risk of or affected by, or working in the field of, HIV or that are concerned with related diseases or conditions, health programme coordination, policy, research, grant making or community mobilisation.
6. Information on HIV prevalence, including by region, probably route of infection and other key demographic indicators.

NAM's main beneficiaries are people living with and affected by HIV and related conditions (for example, hepatitis or tuberculosis), healthcare institutions, and other professionals and volunteers providing prevention, testing, treatment & care, support & advice services or funders, advocates, or policy makers.

The benefit to the public of NAM's information is that people with HIV are informed and empowered so that they are better able to participate in decisions relating to their treatment and care; and that the professionals who provide services and healthcare are informed by up-to-date evidence and best practice. The intended outcome of this information is a reduction in the levels of disease and people with HIV and related conditions living longer, healthier, and more fulfilled lives.

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### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

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In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

#### **NAM's strategy**

When NAM was founded in 1987, there was no effective treatment for HIV and a diagnosis was still considered a death sentence. There was a lack of credible information and so myths, misunderstanding and misinformation were widespread.

The application of combination treatment for HIV, first reported at the Vancouver Conference in 1996, transformed the epidemic. In most of the West, AIDS cases and HIV related deaths plummeted. In other regions, the efforts to ensure that all people had access to treatment became all the more urgent.

As the epidemic has changed, so has the way that NAM supports people living with HIV and their healthcare providers. The original ring bound folders have been supplanted by a wide range of printed resources, including factsheets and booklets, distributed to clinics and we now have almost 18,000 pages of information on our website, including a range of apps and tools to support and empower people living with HIV.

In 2017 NAM adopted a new strategy to reflect our goals within a rapidly evolving environment:

#### **Broadening our audience/ Increasing our impact**

*Reach greater and more diverse audiences.*

We will do this by:

- Exploring and utilising new platforms for delivering information.
- Increasing NAM's public profile.
- Seeking opportunities to be pro-active in providing information.
- Reflecting the diversity of our current and potential service users.

*Increasing our impact.*

We will do this by:

- Pro-actively seeking new partnerships and collaborations, both within and outside of the HIV sector.
- Working collaboratively with agencies involved in conditions related to co-morbidities.
- Building partnerships with agencies involved in HIV & hepatitis policy and services.
- Supporting individual activists and advocates with provision of practical and reliable information.

*Monitoring and evaluating our impact.*

We will do this by:

- Setting outcome measures.
- Gathering feedback from our service users.

Our progress and considerable success in meeting these strategic objectives will be detailed in this report.

NAM's Trustees were scheduled to review the existing strategy and develop a new strategy for the next three-year period when COVID struck. At a time of immense uncertainty, including but not limited to concerns related to NAM's ability to continue to operate and serve our communities, the decision was taken to defer the development of a new three-year strategy in case it left the charity tied to unachievable goals.

The strategic direction for NAM will now be reviewed and revised in 2021.



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### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

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NAM is committed to ensuring the information we produce is:

- Accurate
- Accessible
- Clearly communicated
- Evidence-based
- Independent
- Up to date
- Relevant
- Rooted in the experiences of those most affected by HIV.

#### **Achievements and performance in 2020**

People who are informed, equipped, and empowered are able to make better choices to support their own health. In the midst of a global pandemic, the need for clear, reliable, and accessible information for people with HIV was more pronounced than ever. NAM aidsmap adapted the way that we deliver some of our services and created new resources to ensure that our audiences remained informed.

Pursuing our strategy to reach broader and more diverse audiences, in 2020 NAM increased the level at which we provided information across a variety of platforms. Our recently revamped aidsmap site remains the spine of our information provision but we have utilised and developed our skills to deliver workshops and a range of digital media projects online, through our own websites, social media, and other platforms. In this way, in addition to the millions of visits to the aidsmap website, we also provided vital information about HIV and AIDS to millions of people on other platforms.

#### **aidsmap**

The site was revamped in 2019.

The new look site organises the majority of NAM's information into 'News', for the latest reports on studies, trials, and research, or 'About HIV', which provides information about HIV, including on support, drug treatment and transmission.

In 2020 NAM published 310 original, detailed news stories written by NAM's skilled editors, with a signposting provided to additional HIV and associated conditions news stories, selected by NAM's editors, presented on the aidsmap site.

During 2020 we had 5.6 million page views with visitors coming to the site from all over the world.

#### **infohep**

infohep provides news, conference reporting and bulletins relating to hepatitis, primarily through the infohep website. These news stories and bulletins provide accessible and reliable information, advancing awareness of viral hepatitis, and increase knowledge of the condition enabling people to make more informed choices about treatment and care.

In 2020 infohep published 69 news stories, reaching 48,061 users. The infohep bulletin now goes to over 2,300 subscribers.

#### **Bulletins**

Our bulletins get information directly to the people who need news and information about HIV.

*aidsmap news* - provides treatment news particularly targeted and appropriate for healthcare providers and others professionally involved with HIV. Bulletins signpost in depth content on the site, helping healthcare providers deliver a better experience of care for people living with HIV. The aidsmap news bulletin now has 49,751 subscribers.

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### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

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*HIV Update* - provides clear, accessible information particularly targeted and appropriate for people living with HIV. The HIV update bulletin now has 39,062 subscribers.

*The Eurobulletin* - provides information about policies, programmes, standards, guidance, evidence and research, and emerging issues in sexual and reproductive healthcare, HIV treatment and care, prevention, and sexual health promotion. The quarterly Eurobulletin has 827 subscribers.

#### **Conference reporting**

All of the major HIV conferences went virtual in 2020. Once again, NAM was the official scientific media partner for the International AIDS Society's (IAS) bi-annual conference, AIDS 2020 and for the EACS Standard of Care conference.

NAM also reported from the Conference on Retroviruses and Opportunistic Infections (CROI), HIV Glasgow, the EASL (European Association for the Study of the Liver) Conference and the British HIV Association conference.

#### **aidsmapLIVE**

The award-winning aidsmapLIVE gathers together experts and activists to discuss key topics for people living with HIV and those who care for us.

These broadcasts are viewed around the world and the audience are able to interact with the panel via social media.

In 2020 we broadcast six editions of aidsmapLIVE, covering:

- Love, sex, and relationships
- COVID-19 and HIV
- AIDS 2020 Conference special
- A long life with HIV
- World AIDS Day special
- COVID-19 vaccines

#### **aidsmapCHAT**

aidsmapCHAT is a new broadcast from NAM, developed in response to the global COVID crisis, providing news and discussion of HIV and COVID issues. Hosted by NAM's Susan Cole and Matthew Hodson, the show features a diverse range of international community experts, policymakers, politicians, researchers, and clinicians as guests.

In 2020 we broadcast 14 editions of aidsmapCHAT, averaging 20,000 views per show. Clips from the broadcasts are also shared via social media.

#### **aidsmapWOMEN**

A new, three-part series, highlighting the experience, expertise, and resilience of women, living with or affected by HIV, hosted by Susan Cole and supported by Dr Vanessa Apea. The first two episodes were broadcast in June and October 2020, with the third episode broadcast in 2021.

All three of these aidsmap branded broadcasts, and the associated clips, contribute to the strategic goals of increasing NAM's public profile and being pro-active in providing information. The diversity of guests and panellists on the broadcasts support the strategic goals of working collaboratively with agencies involved in conditions related to co-morbidities, building partnerships with agencies involved in HIV & hepatitis policy and services.

In addition, the broadcasts meet the strategic goal of supporting individual activists and advocates with provision of practical and reliable information.

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**TRUSTEES' REPORT (CONTINUED)  
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### **PrEP in Europe**

PrEP in Europe (PEI) is a community-led partnership with HIV organisations across Europe, working to increase awareness of and access to HIV pre-exposure prophylaxis (PrEP) through co-ordinated advocacy across the entire WHO Europe region. NAM holds the secretariat for this project and manages it.

In 2020 as part of our PEI activity, NAM created research briefings on PrEP and Mental Health and on the sexual health needs of trans communities. Each of these briefings were accompanied by webinars featuring expert representation on the themes and were attended by health service planners and funders, clinicians, and NGO and community activists from across Europe. In addition, PEI supported a trans-only activists' virtual meeting space, to ensure the relevant (and often-overlooked) concerns of this community were included front and centre in the research briefing and subsequent webinar, before being shared within the wider HIV community. The trans research briefing is being translated into Russian, to better reach trans people in eastern Europe, one of the most marginalised groups within this space.

A video, summarising key points from last years' research briefing on PrEP and STIs was created, garnering 4,000 views on social media.

NAM's work under the PrEP in Europe banner meets the strategic goal of supporting individual activists and advocates with provision of practical and reliable information.

### **Social Media**

Social media platforms, including Facebook, Twitter, Instagram, YouTube, and WhatsApp play an ever-growing part of the way that people access and engage with information. aidsmap's news stories are always shared on the major platforms, and our digital projects, such as aidsmapLIVE and aidsmapCHAT use Facebook and Twitter as their primary platforms.

NAM's Executive Director, Matthew Hodson, won Best Twitter at the WEGO Health Awards and was once again named one of the top charity CEOs on social media at the Social CEO Awards.

NAM's use of social media and a range of digital platforms supports our strategic goals of utilising new platforms for delivering information, increasing NAM's public profile and being pro-active in providing information.

### **NAM Patient Information Resources**

In 2020 we published the new edition of Your Next Steps, NAM's booklet for the recently diagnosed.

Due to COVID, all other resources were online only, including new and updated 'Basics' resources, new factsheets and the online booklet Taking Your HIV Treatment.

In addition to the rolling updates on aidsmap's About HIV pages, a whole new section was added to provide information about COVID for people living with HIV.

### **Community Engagement**

This project supports people across the UK to live well with HIV, by developing new and innovative ways of engaging people living with, or at high risk of acquiring HIV with information relating to treatment, support, and prevention. In 2020 our community engagement sessions went online and were able to reach more people than ever before.

Our Community Engagement programme works directly with people living with HIV all across the UK, with particular success in reaching people from BAME communities, and women.

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### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

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#### **Emerging Voices**

As part of our strategic commitment to ensuring that we reflect the diversity of our service users NAM created a mentoring programme to support new writers, particularly from communities that are underrepresented in scientific reporting. Emerging Voices, gives new writers the opportunity to gain experience and develop their skills in a professional and supportive environment, providing them with paid opportunities to develop their skills and support people living with HIV.

The programme has brought new talent into the editorial team. Several writers who came to NAM via the Emerging Voices programme are now regular freelance contributors to the site. The programme has contributed to NAM's strategic aim to reflect the diversity of our current and potential service users.

#### **HIV Lens**

NAM, working with Watipa, launched HIV Lens, an interactive online mapping tool that visualises the impact of HIV epidemic on communities across England.

This website presents information about HIV services and statistical data on HIV prevalence, incidence, testing and key populations, drawn from Public Health England. Data are accessible at different geographic levels which users of the site may use to plan effectively, compare how they are doing in relation to other areas and improve their services or policies.

#### **Future plans**

Since adopting our 'Broadening our audience/ Increasing our impact' strategy in 2017, NAM has utilised new platforms to reach larger and more diverse audiences. This direction has only become more central to the way that NAM aidsmap operates since the global pandemic made face to face meetings, including those that take place between healthcare providers and people living with HIV, more challenging.

In 2021 NAM's Board of Trustees will work with NAM's staff team and other stakeholders to develop a new strategy to take us through to 2024. NAM's services remain crucial to millions of people around the world so we will continue to explore new ways of working to ensure that all audiences, both in the UK and globally, have access to accurate HIV information in ways that are accessible and appropriate to them.

#### **Financial review**

##### **Going concern**

The trustees have considered the charity's cash flow forecast for the period ahead. The trustees have also considered the continuing potential negative impact of Covid-19 on post year funding. However, the trustees are confident given the cash flow forecast and the charity's unrestricted funds that any losses can be sustained for at least 12 months. Accordingly, the trustees have continued to adopt the going concern basis in the preparation of the accounts.

##### **Reserves policy**

The charity continues to operate in an uncertain funding climate in which it is difficult to estimate when and whether grants and consultancy income will be received, and it is not uncommon for grants to be unexpectedly delayed. Because of these uncertainties, it is necessary for the charity to hold reserves to cover expenditure in the event of a shortfall of income. In a worst-case scenario of charitable income suffering a disastrous decline, it would be necessary to cease operations and the trustees hold reserves to enable an orderly winding up to take place.

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### **TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020**

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To allow for the eventualities described above, it is the trustees' present policy to hold free unrestricted reserves (i.e., excluding designated and restricted reserves) of not less than six months' running costs. At 31 December 2020 free reserves stood at £607,900 which was equivalent to 82% of projected expenditure for 2021. Although this is above the minimum level of the policy, the trustees consider it prudent to hold reserves at this level in view of the continued unstable charity funding climate. It should be noted that the holding of significant levels of free reserves has enabled the charity to continue to serve its beneficiaries. In addition, NAM's unrestricted reserves substantially increased as a result of the very generous legacy from the late Dr Barry Enoch, of which the charity was notified in January 2020.

#### **Financial performance review**

The Statement of Financial Activities shows a contribution to unrestricted funds of £162,830. The vast majority of this was a result of the generous legacy from Dr Barry Enoch of £150,000. Therefore, excluding the legacy, NAM was still able to make a small contribution to its unrestricted funds.

Total income for 2020 excluding the legacy decreased by £21,877, a decrease of 3% from 2019. However, total expenditure has decreased by £45,172, a decrease of 6%. These marginal decreases are mainly represented by reductions in the cyclical nature of our activities. In this instance primarily around our work coordinating PrEP in Europe and HIV Lens.

Our restricted funds stood at £96,206 at the end of the financial year and will support projects in 2021. As unrestricted funds stood at £607,900 the total funds of the charity were £704,106 at 31 December 2020.

NAM holds its surplus funds in deposit accounts of UK clearing banks.

NAM would like to thank all of our supporters over the year including:

- Disruptive (part of Compare the Cloud)
- Gilead Sciences Europe
- Janssen Cilag
- Merck & Co
- Mercury Phoenix Trust
- North East London NHS CSU (Fast Track Cities)
- Public Health England
- Sophia Forum
- The London Community Fund
- The National Lottery Community Fund (Coronavirus Community Support Fund)
- ViiV Healthcare UK
- Wandsworth Oasis

In addition to the donors above we would also like to thank all our individual donors.

#### **Structure, governance, and management**

##### **Constitution**

NAM Publications is registered as a charitable company limited by guarantee. Throughout the year under review the company was ruled by, and complied with, its revised Articles of Association dated 7 February 2011.

NAM Publications is also registered as a charity with the Charity Commission.

##### **Methods of appointment or election of trustees**

NAM's Chair, Deputy Chair and Treasurer are elected by the trustees.

NAM's Chair, Dr Margaret Swain, was elected Chair in December 2017.

NAM's Deputy Chair, Tom Abell, was elected in October 2020.

NAM's Treasurer, Julia Reidy, was elected Treasurer in August 2019 to take up the post following the departure of the previous incumbent, Nigel Ware, in October of that year.

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Trustees are recruited whenever a gap or deficit occurs in any of the following areas that are essential to NAM's successful operation: employment, finance, information provision, income generation, governance & management, asset management, external relations, quality standards and strategic implementation. Trustee recruitment may also occur whenever an opportunity arises to appoint an individual with a special combination of applicable experience, knowledge or skills; or when there is a sudden fall in board membership.

#### **Policies adopted for the induction and training of trustees**

New trustees are first interviewed by representatives of the board and staff management team and invited to attend a trustees' meeting prior to appointment. Trustees are advised to engage with guidance for trustees provided by the Charity Commission. Should further training needs or appropriate opportunities arise these may be met from the organisation's dedicated training budget. NAM has recently updated its induction process for new trustees.

#### **Risk management**

The charity has a risk management strategy which comprises:

- a bi-monthly review of the risks the charity may face
- the establishment of systems and procedures to mitigate those risks that are identified by the review; and
- the implementation of measures designed to minimise any potential impact on the charity should those risks materialise

The trustees believe that the principal risks and uncertainties facing the charity relate to concerns over the ability to build sufficient levels of income to cover all of the charitable expenditure.

Continuing efforts to diversify funding sources have had limited success and so the board has maintained high levels of free reserves to ensure continuation of delivery.

#### **Members' liability**

All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up. None of the trustees has any beneficial interest in the company.

#### **Reference and administrative details**

Registered office: Palladium House, 1-4 Argyll Street, London, W1F 7LD

Principal office: 439 Caledonian Rd, London N7 9BG

Company limited by guarantee, registered in England & Wales, company number: 2707596. Registered charity number: 1011220

#### **Trustees**

The trustees, who are also the directors for the purpose of company law, and who served during the year and since the year end were as follows:

<b>Dr Margaret Swain</b>	Chair since 5 December 2017
<b>Tom Abell</b>	Appointed 3 December 2019
	Appointed Deputy Chair 6 October 2020
<b>Julia Reidy</b>	Treasurer since 1 October 2019
<b>Dr Sanjay Bhagani</b>	
<b>Brian Cooper</b>	
<b>Duncan Jarvies</b>	
<b>Julianne Lwanga</b>	
<b>Jason Schroen</b>	
David Noble	Appointment terminated 4 February 2020
Kalpana Sabapathy	Appointment terminated 8 June 2020
Robbie Currie	Appointment terminated 6 October 2020

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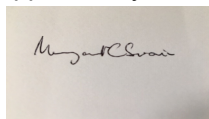
**TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**Small companies exemptions**

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

Approved by order of the members of the board of trustees and signed on their behalf by:

A rectangular box containing a handwritten signature in cursive script, which appears to read "Margaret Swain".

**Dr Margaret Swain**  
Trustee and Chair

Date: 7th December 2021

## **NAM PUBLICATIONS**

**(A Company Limited by Guarantee)**

### **INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 DECEMBER 2020**

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#### **Independent Examiner's Report to the Trustees of NAM Publications ('the charity')**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020.

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the charity's trustees as a body, for my work or for this report.

#### **Responsibilities and Basis of Report**

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

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

#### **Independent Examiner's Statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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

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

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

Signed:



Dated: 15/12/2021

Marc Levy FCA (ICAEW)

#### **Blick Rothenberg Limited**

Chartered Accountants

Palladium House

1 - 4 Argyll Street

London

W1F 7LD



**NAM PUBLICATIONS****(A Company Limited by Guarantee)****STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Total funds 2019 £
<b>Income from:</b>					
Donations and legacies:	3				
Donations		37,800	-	37,800	23,276
Legacies		150,000	-	150,000	-
Charitable activities:	4				
Provision of HIV treatment information		76,445	347,449	423,894	318,094
Provision of information on the treatment of hepatitis		11,990	-	11,990	23,153
Provision of information on testing, transmission, and prevention of HIV		1,263	90,000	91,263	170,443
Provision of social and non-clinical information		61,317	28,628	89,945	141,719
Investments	5	996	-	996	1,169
Other income	6	89	-	89	-
<b>Total income</b>		<b>339,900</b>	<b>466,077</b>	<b>805,977</b>	<b>677,854</b>
<b>Expenditure on:</b>					
Raising funds	7	1,119	-	1,119	1,483
Charitable activities:	8				
Provision of HIV treatment information		113,346	368,521	481,867	407,512
Provision of information on the treatment of hepatitis		3,600	16,586	20,186	22,806
Provision of information on testing, transmission, and prevention of HIV		8,727	90,000	98,727	193,718
Provision of social and non-clinical information		50,278	28,628	78,906	100,458
<b>Total expenditure</b>		<b>177,070</b>	<b>503,735</b>	<b>680,805</b>	<b>725,977</b>
<b>Net movement in funds</b>		<b>162,830</b>	<b>(37,658)</b>	<b>125,172</b>	<b>(48,123)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		445,070	133,864	578,934	627,057
Net movement in funds		162,830	(37,658)	125,172	(48,123)
<b>Total funds carried forward</b>		<b>607,900</b>	<b>96,206</b>	<b>704,106</b>	<b>578,934</b>

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 18 to 35 form part of these financial statements.

**NAM PUBLICATIONS**  
(A Company Limited by Guarantee)

**BALANCE SHEET**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	13	5,894	7,772
		<u>5,894</u>	<u>7,772</u>
<b>Current assets</b>			
Debtors	15	297,834	140,890
Cash at bank and in hand		537,508	565,515
		<u>835,342</u>	<u>706,405</u>
Creditors: amounts falling due within one year	16	(137,130)	(135,243)
<b>Net current assets</b>		<u>698,212</u>	<u>571,162</u>
<b>Total assets less current liabilities</b>		<u>704,106</u>	<u>578,934</u>
<b>Total net assets</b>		<u>704,106</u>	<u>578,934</u>
<b>Charity funds</b>			
Restricted funds	20	96,206	133,864
Unrestricted funds	20	607,900	445,070
<b>Total funds</b>		<u>704,106</u>	<u>578,934</u>

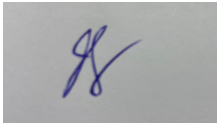
The charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the trustees and signed on their behalf by:



**Julia Reidy**  
(Trustee and treasurer)

Date: 7th December 2021

The notes on pages 18 to 35 form part of these financial statements.

**NAM PUBLICATIONS**  
**(A Company Limited by Guarantee)**

**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2020**

	<b>Note</b>	<b>2020</b> <b>£</b>	2019 <b>£</b>
<b>Cash flows from operating activities</b>			
Net cash used in operating activities	23	<b>(29,003)</b>	(68,090)
<b>Cash flows from investing activities</b>			
Interest received		<b>996</b>	1,169
Purchase of tangible fixed assets		-	(8,602)
<b>Net cash provided by/(used in) investing activities</b>		<b>996</b>	<b>(7,433)</b>
<b>Cash flows from financing activities</b>			
<b>Net cash provided by financing activities</b>		-	-
<b>Change in cash and cash equivalents in the year</b>	25	<b>(28,007)</b>	<b>(75,523)</b>
Cash and cash equivalents at the beginning of the year		<b>565,515</b>	641,038
<b>Cash and cash equivalents at the end of the year</b>	24	<b>537,508</b>	565,515

The notes on pages 18 to 35 form part of these financial statements

## **NAM PUBLICATIONS**

**(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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#### **1. General information**

NAM Publications is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Palladium House, 1-4 Argyll Street, London, W1F 7LD.

The financial statements are presented in Sterling (£).

#### **2. Accounting policies**

##### **2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and the Companies Act 2006.

NAM Publications meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### **2.2 Going concern**

At the time of reporting, the United Kingdom is in the midst of the Coronavirus Pandemic and is emerging from a period of lockdown which has seen unprecedented restrictions placed on businesses as well as charities. The trustees have considered whether the charity has been affected by the economic impact and restrictions that have ensued following the Coronavirus pandemic that has emerged since the end of the financial year. The lockdown period began in late March 2020 and the restrictions during this period have had an impact upon some of its operations and some expected sources of income. The charity continues its activities with staff working either from home or in its offices under the government's social distancing regulations. The trustees have also considered the charity's cash flow forecast for the period ahead. Notwithstanding the funding environment, the trustees believe that with careful management the charity has a reasonable expectation of having sufficient resources to continue in operation for the foreseeable future, this being 12 months from the date of approval of these financial statements. Accordingly, the trustees have continued to adopt the going concern basis in the preparation of the accounts.

##### **2.3 Income**

Incoming resources are recognised in the period in which the charity is entitled to their receipt and the amount can be measured with reasonable certainty. Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor or funder has specified that the income is to be used in a future accounting period.

The recognition of income from legacies is dependent on establishing entitlement, the probability of receipt and the ability to estimate with sufficient accuracy the amount receivable. Evidence of entitlement to a legacy exists when the charity has sufficient evidence that a gift has been left to them (through knowledge of the existence of a valid will and the death of the benefactor) and the executor is satisfied that the property in question will not be required to satisfy claims in the estate. Receipt of a legacy must be recognised when it is probable that it will be received and the fair value of the amount receivable, which will generally be the expected cash amount to be distributed to the charity, can be reliably measured.

Subscription income from publications is recognised evenly over the period to which the subscription relates.

Interest income is recognised when receivable and the amount can be measured reliably.

## NAM PUBLICATIONS

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

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## 2. Accounting policies (continued)

### 2.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following headings:

- Costs of raising funds
- Expenditure on charitable activities
- Other costs not dealt with in the preceding headings.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include staff costs, information technology costs, establishment costs and governance costs. These costs have been allocated between costs of raising funds and expenditure on charitable activities on a basis consistent with the use of resources, e.g. staff costs by time spent and other costs by estimated usage.

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

### 2.5 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the charity assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, .

Depreciation is provided on the following basis:

Short-term leasehold property	-	over the term of the lease
Plant and machinery	-	25% reducing balance
Fixtures and fittings	-	15% on cost

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

### 2.6 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

## **NAM PUBLICATIONS**

**(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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## **2. Accounting policies (continued)**

### **2.7 Financial instruments**

The charity has elected to apply Sections 11 and 12 of FRS 102 in respect of financial instruments.

Financial assets and financial liabilities are recognised when the charity becomes party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

The charity's policies for its major classes of financial assets and financial liabilities are set out below.

#### **Financial assets**

Basic financial assets, including trade and other debtors and cash and bank balances are initially recognised at transaction price, 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 for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

Such assets are subsequently carried at amortised cost using the effective interest method, less any impairment.

#### **Financial liabilities**

Basic financial liabilities, including trade and other creditors 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 for a similar debt instrument. Financing transactions are those in which payment is deferred beyond normal business terms or is financed at a rate of interest that is not a market rate.

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

#### **Impairment of financial assets**

Financial assets measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the profit and loss account.

For financial assets measured at cost less impairment, the impairment loss is measured as the difference between the asset's carrying amount and the best estimate of the amount the company would receive for the asset if it were to be sold at the reporting date.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between the asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If the financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been had the impairment not previously been recognised. The impairment reversal is recognised in profit or loss.

## **NAM PUBLICATIONS**

**(A Company Limited by Guarantee)**

### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

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## **2. Accounting policies (continued)**

### **Financial instruments (continued)**

#### **Derecognition of financial assets and financial liabilities**

Financial assets are derecognised when (a) the contractual rights to the cash flows from the asset expire or are settled, or (b) substantially all the risks and rewards of the ownership of the asset are transferred to another party or (c) despite having retained some significant risks and rewards of ownership, control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions.

Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires.

#### **Offsetting of financial assets and financial liabilities**

Financial assets and liabilities are offset and the net amount reported in the balance sheet when there is an 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.

### **2.8 Operating leases**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the lease term.

### **2.9 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 charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### **2.10 Retirement benefits**

The charity contributes to the individual personal pensions of certain employees. The pension costs charged in the accounts represent the contributions payable by the charity during the year to such personal pension arrangements.

### **2.11 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes, name or funder of the restricted funds are set out in the notes to the accounts.

Investment income, gains and losses are allocated to the appropriate fund.

## NAM PUBLICATIONS

(A Company Limited by Guarantee)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

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#### 2. Accounting policies (continued)

##### 2.12 Company status

The company does not have a share capital and the liability of its members is limited by guarantee to a maximum of £1 each.

The company satisfies the requirements of Section 60(1) of the Companies Act 2006 and having made a statutory declaration to this effect is exempt from using the word 'Limited' in its name.

#### 3. Income from donations and legacies

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Donations and gifts	37,800	<b>37,800</b>	23,276
Legacies	150,000	<b>150,000</b>	-
	<u>187,800</u>	<u><b>187,800</b></u>	<u>23,276</u>

#### 4. Income from charitable activities

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	Total funds 2019 £
Provision of HIV treatment information	76,445	347,449	<b>423,894</b>	318,094
Provision of information on viral hepatitis	11,990	-	<b>11,990</b>	23,153
Provision of information on HIV testing, transmission, and prevention of HIV	1,263	90,000	<b>91,263</b>	170,443
Provision of social and non-clinical information on HIV	61,317	28,628	<b>89,945</b>	141,719
<b>Total 2020</b>	<u>151,015</u>	<u>466,077</u>	<u><b>617,092</b></u>	<u>653,409</u>
Total 2019	<u>228,691</u>	<u>424,718</u>	<u>653,409</u>	



**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

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**5. Investment income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Interest receivable	996	<b>996</b>	1,169

**6. Other incoming resources**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Other income	89	<b>89</b>	-

**7. Expenditure on raising funds****Costs of raising voluntary income**

	<b>Unrestricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Direct costs	1,119	<b>1,119</b>	1,483

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**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020****8. Analysis of expenditure on charitable activities****Summary by fund type**

	<b>Unrestricted funds 2020 £</b>	<b>Restricted funds 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Provision of HIV treatment information	113,346	368,521	<b>481,867</b>	407,512
Provision of information on viral hepatitis	3,600	16,586	<b>20,186</b>	22,806
Provision of information on HIV testing, transmission, and prevention of HIV	8,727	90,000	<b>98,727</b>	193,718
Provision of social and non-clinical information on HIV	50,278	28,628	<b>78,906</b>	100,458
	<u>175,951</u>	<u>503,735</u>	<u><b>679,686</b></u>	<u>724,494</u>
<b>Total 2019</b>	<u>332,565</u>	<u>391,929</u>	<u>724,494</u>	

**9. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2020 £</b>	<b>Support costs 2020 £</b>	<b>Total funds 2020 £</b>	<b>Total funds 2019 £</b>
Provision of HIV treatment information	442,089	39,778	<b>481,867</b>	407,512
Provision of information on viral hepatitis	20,186	-	<b>20,186</b>	22,806
Provision of information on HIV testing, transmission, and prevention of HIV	86,592	12,135	<b>98,727</b>	193,718
Provision of social and non-clinical information on HIV	75,564	3,342	<b>78,906</b>	100,458
<b>Total 2020</b>	<u>624,431</u>	<u>55,255</u>	<u><b>679,686</b></u>	<u>724,494</u>
<b>Total 2019</b>	<u>673,513</u>	<u>50,981</u>	<u>724,494</u>	

**NAM PUBLICATIONS**

(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**9. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	Provision of HIV treatment information 2020 £	Provision of information on viral hepatitis 2020 £	Provision of information on HIV prevention 2020 £	Provision of social and non-clinical information 2020 £	Total funds 2020 £	Total funds 2019 £
Staff	235,267	857	72,058	19,871	<b>328,053</b>	312,929
Subcontractors and consultant writers	122,815	17,300	3,000	52,920	<b>196,035</b>	167,072
Printing, distribution and storage of resources	6,431	-	-	-	<b>6,431</b>	9,676
Translators	12,114	1,907	431	-	<b>14,452</b>	13,244
Establishment and depreciation	4,154	11	1,381	383	<b>5,929</b>	11,322
Recruitment and training	-	-	-	-	-	-
IT webhosting and support	8,862	33	2,713	749	<b>12,357</b>	11,826
Administration	22,589	78	6,750	1,641	<b>31,058</b>	40,348
Other	28,250	-	259	-	<b>28,509</b>	24,000
Travel and subsistence	1,607	-	-	-	<b>1,607</b>	12,875
Marketing	-	-	-	-	-	10
Conference on PrEP	-	-	-	-	-	70,211
<b>Total 2020</b>	<b>442,089</b>	<b>20,186</b>	<b>86,592</b>	<b>75,564</b>	<b>624,431</b>	<b>673,513</b>
Total 2019	377,913	22,668	176,609	96,323	673,513	

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**9. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Provision of HIV treatment information 2020 £	Provision of information on viral hepatitis 2020 £	Provision of information on HIV prevention 2020 £	Total funds 2020 £	Total funds 2019 £
Staff	35,614	10,867	2,997	<b>49,478</b>	43,651
Establishment	252	77	21	<b>350</b>	1,261
IT	1,338	408	113	<b>1,859</b>	1,536
Miscellaneous	2,574	783	211	<b>3,568</b>	4,533
<b>Total 2020</b>	<u>39,778</u>	<u>12,135</u>	<u>3,342</u>	<u><b>55,255</b></u>	<u>50,981</u>
Total 2019	<u>29,599</u>	<u>17,109</u>	<u>4,135</u>	<u>50,981</u>	

**10. Trustees' remuneration and expenses**

During the year, no trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 December 2020, no trustee expenses have been incurred or reimbursed (2019 - £NIL).

**11. Staff costs**

	2020 £	2019 £
Wages and salaries	<b>326,688</b>	307,796
Social security costs	<b>31,198</b>	30,007
Other pension costs	<b>19,242</b>	18,260
	<u><b>377,128</b></u>	<u>356,063</u>

The average number of persons employed by the charity during the year was as follows:

	2020 No.	2019 No.
Office and administration staff	<b>3</b>	3
Production staff	<b>5</b>	5
	<u><b>8</b></u>	<u>8</u>

**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020****11. Staff costs (continued)**

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	<b>2020</b>	2019
	<b>No.</b>	No.
In the band £60,001 - £70,000	<b>1</b>	1

Contributions totalling £3,900 (2019: £3,835) were made to defined contribution pension schemes on behalf of employees whose emoluments exceeds £60,000.

The total remuneration including the value of all monetary employee benefits for key management personnel was £126,385 (2019: £126,248).

**12. Taxation**

NAM Publications is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

**13. Tangible fixed assets**

	<b>Short-term leasehold property £</b>	<b>Plant and machinery £</b>	<b>Fixtures and fittings £</b>	<b>Total £</b>
<b>Cost</b>				
At 1 January 2020	<b>3,032</b>	<b>16,151</b>	<b>1,250</b>	<b>20,433</b>
Disposals	<b>(3,032)</b>	-	-	<b>(3,032)</b>
At 31 December 2020	<b>-</b>	<b>16,151</b>	<b>1,250</b>	<b>17,401</b>
<b>Depreciation</b>				
At 1 January 2020	<b>3,032</b>	<b>9,030</b>	<b>599</b>	<b>12,661</b>
Charge for the year	-	<b>1,780</b>	<b>98</b>	<b>1,878</b>
On disposals	<b>(3,032)</b>	-	-	<b>(3,032)</b>
At 31 December 2020	<b>-</b>	<b>10,810</b>	<b>697</b>	<b>11,507</b>
<b>Net book value</b>				
At 31 December 2020	<b>-</b>	<b>5,341</b>	<b>553</b>	<b>5,894</b>
At 31 December 2019	-	7,121	651	7,772

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**14. Financial instruments**

	<b>2020</b>	2019
	£	£
<b>Financial assets</b>		
Financial assets measured at fair value through income and expenditure	<b>537,508</b>	565,515

Financial assets measured at fair value through income and expenditure includes cash at bank.

**15. Debtors**

	<b>2020</b>	2019
	£	£
<b>Due within one year</b>		
Trade debtors	<b>135,105</b>	124,769
Other debtors	<b>5,381</b>	4,900
Prepayments and accrued income	<b>157,348</b>	11,221
	<b>297,834</b>	140,890

**16. Creditors: Amounts falling due within one year**

	<b>2020</b>	2019
	£	£
Trade creditors	<b>23,619</b>	9,015
Other taxation and social security	<b>9,554</b>	18,439
Other creditors	<b>10,911</b>	1,957
Accruals and deferred income	<b>93,046</b>	105,832
	<b>137,130</b>	135,243

**17. Retirement benefit schemes**

The charity operates a defined contribution pension scheme for all qualifying employees and contributes to the personal pension plans of certain employees. The assets of the schemes are held separately from those of the charity in independently administered funds.

Included in other creditors is an unpaid amount in respect of pension contributions of £1,157 (2019: £911).

The charge to the statement of financial activities in respect of defined contribution schemes was £19,242 (2019: £18,260).

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**18. Deferred income**

Deferred income comprises advanced payments for annual subscriptions for information resources and consultancy services.

	<b>2020</b>	2019
	<b>£</b>	£
Deferred income at 1 January 2020	<b>81,306</b>	46,760
Amounts received in the year	<b>761,939</b>	655,612
Amounts credited to SOFA	<b>(805,977)</b>	(677,854)
Movement in debtors and accrued income	<b>41,735</b>	56,788
<b>Deferred income at 31 December 2020</b>	<b>79,003</b>	81,306

**19. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £4,700 (2019 - £4,575).

**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020****20. Statement of funds****Statement of funds - current year**

	<b>Balance at 1 January 2020 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 December 2020 £</b>
<b>Unrestricted funds</b>				
General Funds - all funds	<b>445,070</b>	<b>339,900</b>	<b>(177,070)</b>	<b>607,900</b>
<b>Restricted funds</b>				
1. Fast Track Cities London Improvement Collaborative Fund	-	<b>54,000</b>	<b>(38,501)</b>	<b>15,499</b>
2. Gilead Sciences Europe	-	<b>66,021</b>	<b>(49,516)</b>	<b>16,505</b>
3. Gilead Sciences Europe	<b>34,313</b>	-	<b>(34,313)</b>	-
4. Gilead Sciences Europe	-	<b>30,000</b>	<b>(15,193)</b>	<b>14,807</b>
5. Public Health England	-	<b>25,988</b>	<b>(14,825)</b>	<b>11,163</b>
6. Merck	-	<b>30,000</b>	<b>(30,000)</b>	-
7. National Lottery	-	<b>20,278</b>	<b>(10,139)</b>	<b>10,139</b>
8. ViiV Healthcare	-	<b>60,000</b>	<b>(60,000)</b>	-
9. ViiV Healthcare	-	<b>28,628</b>	<b>(28,628)</b>	-
Others below £20,000	<b>99,551</b>	<b>151,162</b>	<b>(222,620)</b>	<b>28,093</b>
	<b>133,864</b>	<b>466,077</b>	<b>(503,735)</b>	<b>96,206</b>
<b>Total of funds</b>	<b>578,934</b>	<b>805,977</b>	<b>(680,805)</b>	<b>704,106</b>



## NAM PUBLICATIONS

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### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

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#### 20. Statement of funds (continued)

Unrestricted funds are funds that the trustees are free to spend on any charitable activities.

Restricted funds relate to voluntary income received towards the charity's activities where the use is restricted by the conditions imposed by the grant providers. The majority of restricted income is spent in the same year that it is received. A description of our material restricted funds is given below.

1. **Fast Track Cities London Improvement Fund:** Grant towards early diagnosis and testing in Black African communities, training a group of Positive Champions, creating educational videos and conducting on the spot testing in a range of locations in south east London.
2. **Gilead Sciences Europe:** Grant towards patient information resources to support people living with HIV into the long term.
3. **Gilead Sciences Europe:** Grant towards multi-lingual HIV conference news and e-bulletins for clinicians, healthcare staff, community-based organisations and patients.
4. **Gilead Sciences Europe:** Sponsorship support towards aidsmapWOMEN a series of filmed panel discussion events.
5. **Public Health England:** Grant towards Tell Me About It: HIV Conversations in the Community - a series of podcasts
6. **Merck:** Grant towards NAM aidmap's PrEP in Europe Initiative in YE20.
7. **National Lottery:** Grant towards NAM's COVID Support Programme – living well with HIV during the crisis a series of Zoom workshops, group discussions and presentations for people living with HIV across London, particularly those from African and other BAME communities.
8. **ViiV Healthcare:** Grant towards NAM aidsmap's PrEP in Europe Initiative in YE20.
9. **ViiV Healthcare:** Grant towards NAM aidsmap's Sexual Health and HIV Policy EURObulletin in YE20.

**NAM PUBLICATIONS**

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**NOTES TO THE FINANCIAL STATEMENTS  
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**20. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 January 2019 £	Income £	Expenditure £	Balance at 31 December 2019 £
<b>Unrestricted funds</b>				
General Funds - all funds	525,982	253,136	(334,048)	445,070
<b>Restricted funds</b>				
1. Gilead Sciences Europe	-	46,556	(46,556)	-
2. Gilead Sciences Europe	-	41,176	(6,864)	34,312
3. Gilead Sciences Europe	-	40,000	(40,000)	-
4. Merck	23,575	-	(23,575)	-
5. Open Society Foundation	-	40,359	(40,359)	-
6. ViiV Healthcare	-	60,000	(60,000)	-
7. ViiV Healthcare	-	28,628	(28,628)	-
8. ViiV Healthcare	-	25,721	(17,147)	8,574
9. ViiV Healthcare	-	25,000	(18,754)	6,246
Others below £20,000	77,500	117,278	(110,046)	84,732
	<u>101,075</u>	<u>424,718</u>	<u>(391,929)</u>	<u>133,864</u>
<b>Total of funds</b>	<u><u>627,057</u></u>	<u><u>677,854</u></u>	<u><u>(725,977)</u></u>	<u><u>578,934</u></u>

Statement of Funds - prior year (continued)

- Gilead Sciences Europe:** Grant towards patient information resources to support people living with HIV into the long term
- Gilead Sciences Europe:** Grant towards multi-lingual HIV conference news and e-bulletins for clinicians, healthcare staff, community-based organisations and patients
- Gilead Sciences Europe:** Grant towards European Community Summit on HIV Prevention
- Merck & Co:** Grant towards NAM aidsmap's PrEP in Europe initiative in YE19
- Open Society Foundation:** Grant towards European Community Summit on HIV Prevention
- ViiV Healthcare:** Grant towards NAM aidsmap's PrEP in Europe initiative in YE19
- ViiV Healthcare:** Grant towards NAM' aidsmap's Sexual Health and HIV Policy EUROBulletin
- ViiV Healthcare:** Grant towards community engagement and treatment literacy for people living with HIV
- ViiV Healthcare:** Grant towards multi-lingual HIV conference news and e-bulletins for clinicians, healthcare staff, community-based organisations and patients

**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020****21. Summary of funds****Summary of funds - current year**

	Balance at 1 January 2020 £	Income £	Expenditure £	Balance at 31 December 2020 £
General funds	445,070	339,900	(177,070)	607,900
Restricted funds	133,864	466,077	(503,735)	96,206
	<u>578,934</u>	<u>805,977</u>	<u>(680,805)</u>	<u>704,106</u>

**Summary of funds - prior year**

	Balance at 1 January 2019 £	Income £	Expenditure £	Balance at 31 December 2019 £
General funds	525,982	253,136	(334,048)	445,070
Restricted funds	101,075	424,718	(391,929)	133,864
	<u>627,057</u>	<u>677,854</u>	<u>(725,977)</u>	<u>578,934</u>

**22. Analysis of net assets between funds****Analysis of net assets between funds - current period**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	5,894	-	5,894
Current assets	739,136	96,206	835,342
Creditors due within one year	(137,130)	-	(137,130)
<b>Total</b>	<u>607,900</u>	<u>96,206</u>	<u>704,106</u>

**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020****22. Analysis of net assets between funds (continued)****Analysis of net assets between funds - prior period**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Tangible fixed assets	7,772	-	7,772
Current assets	572,541	133,864	706,405
Creditors due within one year	(135,243)	-	(135,243)
<b>Total</b>	<b>445,070</b>	<b>133,864</b>	<b>578,934</b>

**23. Reconciliation of net movement in funds to net cash flow from operating activities**

	2020 £	2019 £
Net income/expenditure for the period (as per Statement of Financial Activities)	<b>125,172</b>	(48,123)
<b>Adjustments for:</b>		
Depreciation charges	<b>1,878</b>	2,588
Investment income	<b>(996)</b>	(1,169)
Loss on the sale of fixed assets	-	2,760
Decrease/(increase) in debtors	<b>(156,944)</b>	(62,380)
Increase/(decrease) in creditors	<b>4,190</b>	3,688
Increase/(decrease) in deferred income	<b>(2,303)</b>	34,546
<b>Net cash used in operating activities</b>	<b>(29,003)</b>	(68,090)

**24. Analysis of cash and cash equivalents**

	2020 £	2019 £
Cash in hand	<b>537,508</b>	565,739
Overdraft facility repayable on demand	-	(224)
<b>Total cash and cash equivalents</b>	<b>537,508</b>	565,515

**NAM PUBLICATIONS****(A Company Limited by Guarantee)****NOTES TO THE FINANCIAL STATEMENTS  
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**25. Analysis of changes in net debt**

	<b>At 1 January 2020 £</b>	<b>Cash flows £</b>	<b>At 31 December 2020 £</b>
Cash at bank and in hand	<b>565,515</b>	<b>(28,007)</b>	<b>537,508</b>
	<b>565,515</b>	<b>(28,007)</b>	<b>537,508</b>

**26. Operating lease commitments**

The charity had no commitments under non-cancellable operating leases at 31 December 2020.

**27. Related party transactions**

There were no disclosable related party transactions during the year (2019 - none).