



**Smailes Goldie**  
Chartered Accountants

**Charity number 1101976**  
**Company Number 04936165**

# **Hull & East Yorkshire MIND**

A company limited by guarantee

## **Financial Statements**

**31st March 2017**



# Hull and East Yorkshire MIND

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# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Reference and administrative details

**Registered Name:** Hull and East Yorkshire Mind

**Charity Number:** 1101976

**Company Number:** 04936165

**Registered Social Housing Provider Number:** 4828

**Address of Principal Office:** Wellington House, 108 Beverley Road, Hull, HU3 1YA

### Trustees during the period (up to the date this report was approved):

M. Gill	
A. Denholm	- Honorary Treasurer
N. Smith	
V. Walker	- Chair (until 16/11/16)
J. Oraka	
S. Delaney	
N. Stewart	- Vice Chair (from 16/11/16)
P. Archer	- Chair (from 16/11/16)/Vice Chair (until 16/11/16)
D. Kitney	
A. Mason	
S. Wakefield (appointed 17/05/17)	
P. Wheatley (appointed 17/05/17)	
A. Coombes (resigned 18/05/16)	

### Senior staff to whom day-to-day management of the charity is delegated:

D. Smith	- Chief Executive Officer
E. Dallimore	- Operations Manager
J. White	- Finance Manager

### The names and addresses of advisors:

**Bankers:** Natwest Bank  
34 King Edward Street  
Hull  
HU1 3SS

**Auditors:** Smailes Goldie  
Regent's Court  
Princess Street  
Hull  
HU2 8BA

**Solicitors:** Rollits  
Citadel House  
58 High Street  
Hull  
HU1 1QE

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### 1 Trustees responsibilities

The trustees (who are also directors of Hull and East Yorkshire Mind for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Registered social housing legislation requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2015. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Insofar as the trustees are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The trustees have responsibility to ensure that the Charity is properly funded by direct grant or other means. The Charity is not allowed to be insolvent and is subject to annual audit by independent auditors.

In the event of a winding up of the Charity any surplus funds must be applied to any such charitable purposes in connection with the preservation and safeguarding of mental health and the relief of persons suffering from mental health problems.

### 2 Structure, governance and management

Hull and East Yorkshire Mind is an incorporated Charity limited by guarantee (Company No. 4936165) governed by the Articles and Working Rules. It is a local Charity affiliated to National Mind and a Registered Charity (Registration number 1101976). It is a Registered Social Housing Provider (Registration number 4828).

The Articles and Working Rules set out various categories of membership and full members shall be entitled to vote at all general meetings of the Charity.

We serve, but not exclusively, the area covered by the Kingston upon Hull and the East Riding of Yorkshire Councils being Unitary Authorities. From April 2017 we have taken over the work of Grimsby, Cleethorpes and District Mind to extend our services into the area covered by North East Lincolnshire Council. We are also developing services to be delivered nationwide.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Organisational structure and decision making

The Charity has an Executive Committee of up to 12 Trustees, who also comprise the directors of the company. The trustees meet up to 11 times a year including strategic planning days. From the committee of trustees are elected 3 Appointed Officers of Chair, Vice Chair and Honorary Treasurer. Trustees are either elected at the Annual General Meeting or co-opted. The Trustees may also delegate powers to sub-committees containing at least 2 from their number to look at specific matters and advise. Currently there are 3 sub-committees responsible for Business Development; Finance, HR and Risk; and Governance and Performance.

Day to day management of the Charity is delegated to a Chief Executive Officer (CEO), responsible to the Executive Committee. The CEO leads and is supported by a senior management team comprising 2 other senior managers with overall responsibility for Finance and IT, Human Resources and Training, Operations, Health and Safety, and Protection of Vulnerable Adults. The CEO is responsible for implementing the policy and strategy adopted by the Executive Committee in line with approved budgets and advising on such policies and strategies. The CEO and senior management team must report regularly to the trustees on activities undertaken and provide regular management accounts to explain the financial position of the Charity.

### Recruitment and training of trustees

The Trustees aim to maintain within the Executive Committee a wide breadth of experience both from within the voluntary sector as well as from the local business community and be representative of the people we serve and the diverse minorities within it. Trustees are elected from the membership following a formal nomination or recruited by advertising vacancies and personal approaches. Training is delivered in the first instance through the use of an induction pack and a process of support by other trustees. Specific training needs of trustees are also identified and training provided by a full range of methods both in house and external.

### Board performance evaluation

During the year, as part of its commitment to good governance, the Board undertook an annual review of its performance, the performance of the Chair and individual charitable directors.

Given that the new Chair had only been in post for a few months when the evaluations were undertaken, the evaluation of the performance of individual charitable directors was undertaken by the Chair and previous Chair by using a self-assessment questionnaire and confidential interview. During the evaluation, the Chair and previous Chair discussed with each member their contribution and the time spent by them in performing their responsibilities.

Based on the overall performance evaluation, the Board concludes that they have been operating effectively and the results have been very positive as they continue to demonstrate commitment to their roles.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Policy on benchmarking and setting remuneration of key management personnel

The goal of HEY Minds pay policy is to offer fair pay to attract and keep appropriately qualified staff to lead, manage, support and deliver the charity's aims. The Board of Trustees sets pay in a manner that is consistent with this goal and recognises that it's possible to attract senior executives with lower pay than public or private sector market rates.

HEY Mind Trustees are responsible for setting remuneration levels for the charity's most senior staff. These senior staff are clearly identified by the trustees and currently consist of the Chief Executive and Senior Management Team.

To set appropriate pay and rewards for these staff requires making informed judgments and following the charity's governance and constitutional arrangements.

In deciding top levels of pay and rewards, trustees will consider:

- a) the purposes, aims and values of the charity, and its beneficiaries' needs
- b) how this affects pay policy for all employees, and for the senior staff in particular, including whether a lower rate of pay compared to similar roles in other sectors is appropriate
- c) how pay is linked to the skills, experiences and competencies that the charity needs from its senior staff and the scope of their roles
- d) the charity's current business plan and how implementing it may affect the number of senior staff the charity needs to employ or recruit, and the nature of these roles
- e) the charity's ability to pay, including:
  - i. the benefit to the charity that such positions will bring
  - ii. the cost to the charity of increasing remuneration levels
  - iii. how increasing pay, particularly at senior levels, would be perceived by employees, donors and beneficiaries
  - iv. whether it's affordable, including in the longer term (perhaps based on a risk assessment of future income and expenditure)
  - v. the appropriateness of the pay in the context of the charity and its beneficiaries' needs
  - vi. their assessment of the charity's and senior staff's performance against expectations, both short and long term
- f) information on pay policies and practices in other organisations that could help guide a decision on whether a level of pay is fair
- g) the wider 'employment offer' they can make to potential employees, where pay is one part of a package that includes personal development, personal fulfilment and association with the charity's cause
- h) the charity's track record in attracting and retaining committed and motivated employees
- i) the likely impact on, and views of, beneficiaries, donors, funders, and current and potential volunteers
- j) the relationship between policy and practice for pay of senior staff and that of the charity's whole workforce

### Risk Management

Risk is identified in a number of ways through our Health and Safety Committee, strategic and business planning, financial reporting, recommended practise and legislation. This is managed through policy development and training. A risk register in the form of policy development and review has been created from which policy is made and a training programme implemented. The training programme is monitored for each individual member of staff, volunteer, and trustee and reported to the Executive Committee of trustees.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Related Parties

On the payment of an annual levy to National Mind the Charity shall remain affiliated and can participate in the affairs of National Mind to such a degree and through such representation that may be determined by us and National Mind.

The Charity is guided by both local and national policy and strategy where this is complementary to our objectives. Equally we will participate in joint working with other national and local organisations, such as National Mind, in the pursuit of our objectives.

### **3 Objectives and Activities**

The Charity's objects ("the Objects") are:

- (a) the preservation of mental health and mental and emotional well-being within the whole community by:
  - (i) the advancement of education; and
  - (ii) the provision of facilities and services for social welfare, personal development, recreation and social inclusion, being non-party in politics and non-sectarian in relation, without distinction of race, gender or sexuality
- (b) Assist in relieving and rehabilitating vulnerable persons of all description and ages and from all walks of life who are:
  - (i) Suffering from mental health disorders; or
  - (ii) Suffering from anxiety or emotional or mental distress; or
  - (iii) developing or are at risk of developing mental health disorders or anxiety or emotional or behavioural problems for any reason whatsoever including, but not limited to alcoholism, substance addictions, their age, bereavement or loss, conditions of life, disability, homelessness, exclusion from school, college, university or society, financial hardship, physical condition or illness, personal circumstances, redundancy, unemployment

by the provision of advice, assistance, counselling, guidance, treatment or any facilities or services calculated to improve their mental health, emotional well-being and conditions of life
- (c) to carry on for the benefit of the community the business of providing social housing and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means
- (d) educate and disseminate information in matters relating to mental health and emotional well-being and the preservation and maintenance of mental health and emotional well-being to the public at large and to the carers, colleagues, families and friends of vulnerable persons suffering from mental health disorders and/or emotional or mental distress or who are developing or are at risk of developing mental health disorders and/or emotional or behavioural problems for any reason.

The trustees confirm that they have complied with the duty in section 17(5) of the Charities Act 2011 with regard to the Charities Commission guidance on public benefit when reviewing the charity's aims and objectives and planning future activities. Having regard to the activities and achievements of the charity the Trustees are of the opinion that it has fulfilled its charitable purpose.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

Our **Vision** is that we won't give up until everyone experiencing a mental health problem gets both support and respect.

Our **Mission** is to intervene early to improve wellbeing and provide advice and support to empower anyone experiencing a mental health problem. We campaign locally working with our partners to improve services and reduce stigma and discrimination.

We will achieve our mission through the delivery of four strategic aims

### **Aim 1: Changing People's Lives**

To enable individuals to make informed decisions that support them to achieve their personal goals  
To reduce reliance on mental health services and promote independent living  
To enable individuals to move into mainstream employment, volunteering and learning

### **Aim 2: Changing Opinions**

To influence policy makers to ensure mental health is a higher priority  
To support individuals to ensure their voice is heard and they are able to influence the way services are provided  
To ensure the general public has a better understanding of mental ill-health and how it can affect people

### **Aim 3: Helping More People**

To develop new services for children, diverse communities, families, carers and older people  
To develop additional housing provision  
To develop a programme we offer to employers to support their employees  
To extend our reach geographically to fill gaps in current provision

### **Aim 4: Organisational Excellence**

To continually evaluate our work and develop methods to benchmark ourselves against other providers  
To ensure our governance is robust and effective  
To ensure the team has the capacity to deliver quality and growth  
To increase our non-statutory income

### **Our Values**

We believe in providing care for people who come to us. We will accept them as individuals and respect their beliefs, needs and wishes. We will provide a happy and empowering environment in which to encourage recovery, well-being and progression. We will deliver our work in an organisation that is professional and accountable with an enterprising and sustainable business model.

### Volunteering

At the end of this reporting period, 140 volunteers were recruited, trained and providing their time and expertise to support our work. Volunteers at HEY Mind now fulfil a variety of roles and are an integral part of the services we offer. Examples of the roles now available are group support, mentoring, prison mentoring, training support, administration, information services, fundraising events and student placements. Volunteers provided the equivalent of 2,492 hours contribution to our services in this reporting period (estimated value of £21k per annum).



# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### 4 Achievements and Performance

#### Housing Services

Our supported housing services are delivered across Hull and the East Riding of Yorkshire. We currently provide 76 supported housing placements. In addition to this we support people within their own tenancies enabling them to continue to live independently in the community. Our occupancy rate for the year 2016/17 was 89% (vs. a target of 90%) and 85% of people who moved on from our services are now living more independently (vs. a target of 95%).

Our housing services also provide emergency accommodation for individuals following a mental health crisis. The aim here is to provide step down accommodation to enable a more fluid resettlement into the community following a hospital admission. All of the people who have accessed this service have moved on into more secure accommodation within 4 weeks of discharge.

Our supported houses are designed to be enabling environments and are typically set-up as shared houses with communal facilities. In addition, we also manage self-contained accommodation, with one of the projects offering female-only accommodation and another 24/7 project for young people experiencing complex mental health difficulties.

Wellbeing staff work with service users to support recovery in a variety of areas. The Recovery Star tool is used to facilitate support plans designed in collaboration with the people we support; helping them to identify their own personal goal and the steps to achieve them.

In 2016/17 we have been expanding our housing stock and entering into partnership with both Hull and ERYC councils to develop new innovative approaches to housing provision. In the East Riding we are working in partnership with the local authority and Sanctuary Housing to deliver the first pilot of Housing First in our region. Housing First aims to deliver a new model of tenancy management and support to people with 'complex needs'.

In Hull we are entering into partnership with the Local Authority to deliver a shared tenancies pilot project providing affordable shared accommodation for single person households, under the age of 35. This approach will also offer low level vocational and tenancy support to enable people to move on into work and gain independent sustainable accommodation.

Since the last report we have also become a Registered Social Landlord, this has enabled us to purchase our first property, and we are currently looking into further developments. Our hope is that we will be providing our local areas with good quality housing which will support some of our most vulnerable groups to recover. In some cases intensive housing management services are also provided to promote secure and safe tenancies and contributing to developing safer communities.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Community Services

Community Services includes the Reach Out Project, Moving Forward, Community Personal Budgets, Ways to Well Being, Action Towards Inclusion and the Bereavement Service.

#### **Reach Out**

The East Riding Mental Health Promotions contract which operates under the title of the 'Reach Out Project' is funded primarily by East Riding of Yorkshire Council. The Reach Out Project is an open-access service promoting mental health and well-being through one-to-one self-development, telephone information and guidance, psycho-social courses and groups. We also challenge stigmas by attending prompting themed mental health events throughout the year. This support is available to the residents of the East Riding of Yorkshire aged 16 and above. The project supports East Riding residents across all 6 Care Delivery localities across the East Riding.

The project team aims to support people to take control of their own lives and move forward to increase their confidence and achieve agreed goals by offering thorough assessment and support planning with the aim of promoting social inclusion and recovery. Clients access 1to1 support or engage in group workshops and activities. They undertake an assessment which includes using the

Mental Health Recovery Star to help discuss individual need and develop an action and support plan. This year we radically changed the way we deliver group support, moving away from traditional social groups to more structured therapeutic peer support groups.

This year we have achieved the following outcomes:

78% of people who have accessed have improved in their ability to manage their mental health.

71% of people who have accessed report improved social networks since accessing support.

59% of people have reported positive impact to identity and self-esteem.

61% of people experience improved trust and hope.

75% of people who accessed the Reach Out Service achieved their personal goals identified at the start of support.

68% of people experienced improved confidence as a result of accessing Reach Out

The Reach Out Project engaged with the following people during the reporting period 2016/17

Service Aspect	Engagements/Contacts
Face to Face	274
Info Line IAG for members of public	776
Courses and Workshops	77
Publicity Events	884
Total	2,011

Of the 274 face to face contacts 95 people have accessed self-help through Reading Well or cCBT.

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## Trustees Report

Year ended 31st March, 2017

### Moving Forward

The Moving Forward Vocational Support Project (funded by a Big Lottery Fund Grant) support people across Hull and the East Riding of Yorkshire to feel able to stay at work, return to work or feel able to seek work. Specialist Vocational Support Workers supported clients to identify their personal targets and goals and complete person-centred vocational activity. One to one support was offered, group-work and courses. There was also the opportunity for clients to be supported in work tasters, placements and volunteering.

This year the project has the following outcomes:

160 referrals across Hull and the East Riding

23 people moved into employment

47 people moved into Volunteering

46 went into Education and Training

100% of people who access this service show improved ability to manage mental health.

Throughout the year we have explored how we can get the people who access this service onto work placements to give people a true feeling of what it's like to work in a real setting. We now have 5 people on paid placements with the Green Port Hub and 3 people on placements with Royal Mail. These placements have the potential to turn into paid jobs.

### Community Personal Budgets

The East Riding team support a number of individuals in their own homes that have been allocated a personal budget to meet their support needs. The staff team work closely with Mental Health Teams and Social Workers to provide a bespoke service supporting individuals to develop their skills to become as independent as possible whether to full recovery or living with a mental health illness or problem. Examples of support include shopping (planning and organising), money management, social events and activities including swimming, garden centres, and meals out in the community.

We currently work with 23 people in the East Riding totalling 332 hours per month.

94% of people who have received support from us via a personal budget have not worsened in their ability to manage their mental health since working with a Mind staff member.

### Ways2Wellbeing

The Ways2Wellbeing Project provides support for adults in Hull with mental health issues, there are a wide variety of groups that people can utilise. Over the course of the year 365 people attended the service.

Activities are informed by the people who attend, with regular group meetings to empower members to have ownership and to feel a part of something. Sessions have a variety of structured therapeutic themes that are delivered by a staff member and developed to enable recovery and build confidence. Membership to group activity is time scaled as part of an individualised support plan to ensure that members are heading in a direction that's good for them. Social inclusion is an important element of membership and people who attend activities are also encouraged to meet outside of the group. This allows them to develop friendships and a sense of connectedness.

**60%** of people who have accessed have improved in their ability to **manage their mental health**.

**68%** of people who have accessed report **improved social networks** since accessing support.

**73%** of people have reported positive impact to **identity and self-esteem**.

**64%** of people experience improved **trust and hope**.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Action Towards Inclusion

York, North Yorkshire and East Riding LEP received funding of £7.4m for the community and volunteer sector. This funding is to enable partnerships across the area to work together with participants, in the community, that are furthest away from the labour market. This project is part of the Building Better Opportunities programme which is funded, over 3 years, by the Big Lottery Fund and European Social Fund.

Hull and East Yorkshire Mind is one of the partnership organisations that is working on Action Towards Inclusion offering Keyworker and Specialist Intervention support throughout East Riding. Participants may have numerous barriers into employment and can be experiencing difficulties relating to health, social exclusion, poverty and lack of employability skills.

As part of Action Towards Inclusion the Keyworkers aim to identify the specific needs of the participant and how best they can support them to reach their aspirations and goals. They deliver one-one support, mentoring, employability training, volunteer opportunities, work placements and sign posting for additional support.

As a Specialist Intervention Provider Hull and East Yorkshire Mind provide therapy/counselling and volunteering interventions to help participants develop their skills and confidence. Based on the participants needs the counselling service is tailored to the participant by incorporating different counselling approaches.

The 3 year project started in March 2017 and encompasses many targets that need to be achieved to make it a success. 71 participants are to be signed up over the 3 year period and of these participants 14 must be unemployed and 57 are to be economically inactive. The aim is that 13 will move into training/education and 12 to move into employment.

Already we have moved one person into volunteering and one person into learning.

### Bereavement Support

The team have offered support for people who have been recently bereaved in the East Riding locality. This service offers bereavement support and an opportunity to have a safe and supported environment to grieve. The team offer practical support and can provide access to community based groups and activities to help to rebuild the lives of those who may feel isolated as a result of their loss.

Each year we offer around 300 hours of Bereavement support to people in the East Riding.

### Information Service

This year the Information Service has recorded 2,366 enquiries (vs. a target of 2,000). 42% of these enquiries were from residents in Hull and 58% were from residents living in the East Riding.

The Information Service is an excellent first point of contact for people who are experiencing wellbeing difficulties and social and non-medical issues. All enquiries are responded to within 2 working days, with the majority of enquiries responded to on the same day. The top two enquiries for this year have been mental health issues and social isolation. There still remains a broad spread of enquiries on other matters.

Everyone who engages with the Information Service are allowed the time and safe space to talk about their issues and they are provided with professional information, advice and guidance. The Information Service will see any member of the public that comes into Wellington House for help and support.

The Information Service also visits other organisations (both statutory and private) to offer information to staff to help them or the people they work with and ensure that Mind information booklets and contact details are available to those who need them.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Therapeutic Services

#### **Young People's counselling**

Our person-centred counselling for young people referred from the Child and Adolescent Mental Health Service (CAMHS) in Hull has continued to grow and from August 2016 expanded to include the East Riding.

The service is delivered by 2 employed counsellors and 24 self-employed counsellors and is co-ordinated by the service lead and counselling administrator. The service has successfully supported 700 children and young people to develop coping strategies using evidenced based therapeutic interventions. This has assisted the children and young people to address emotional issues that negatively impact on their lives in over 2,600 hours of therapy over the year.

#### **Adult Therapeutic Services**

##### Let's Talk

We continue to work in partnership with the City Health Care Partnership Let's Talk service and successfully delivered services to a total of 339 patients using the following interventions:

##### *Psychoeducational Courses*

Stress Management has had a total of 223 attendees, we have delivered 60 four week educational courses which have been delivered by one of our specialist workers to help provide tips and techniques for overcoming stress, as well as other related issues like anxiety and depression. The course content caters to a variety of learning styles, including informative techniques to help manage negative thoughts and practical relaxation and breathing strategies to better manage stress.

##### *Guided Self Help*

We have supported 50 patients through Guided Self Help which provides people with the skills to become their own therapist for a wide range of conditions. The programme has a delivery method to suit all, including effective self- help books, as well as graded exposure to a feared situation alongside a supportive volunteer mentor for people who experience difficulties with anxiety and phobias. Also, the Living Life to the Full computer programme offers a mixture of videos and audio clips to give an alternative, more visual perspective known as cCBT (computerised Cognitive Behavioural Therapy). Our volunteer mentors are also available to help with using Living Life to the Full if people have any difficulties using technology.

##### *Counselling*

Our confidential counselling service has supported 66 patients and is designed to meet individual needs. Trusting, caring relationships are a core foundation of mental wellbeing. If people feel safe, secure and valued they are much more likely to stay well and recover faster. Our counsellors are caring and compassionate and see people for a series of appointments, which can be weekly or fortnightly to suit their needs.

76% of people accessing our Let's Talk services achieved their goals on completion of treatment. Additionally 100% of patients reported that they would either be likely or extremely likely to recommend our services.

##### AQP (Any Qualified Provider)

Towards the end of the financial year we successfully became accredited to deliver services under the Any Qualified Provider contract from the East Riding CCG. We commenced delivery of psychoeducational courses in the East Riding in March 2017.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Hull Young Peoples Project (HYP)

The Hull Young People's (HYP) project was downsized to group delivery during the past year however it has successfully improved the emotional resilience of 45 young people who would have previously accessed CAMHs but not met their threshold for treatment. The project successfully attained its four main aims: enhanced emotional resilience and coping skills, improved mental health and wellbeing, reduced reliance on statutory services and reduced social isolation and improved relationships. On the back of this success we have successfully won funding to expand the project and deliver for the next 3 years.

### Don't Look Back

Don't Look Back (DLB) is now approaching the end of year two of Police and Crime Commissioner (PCC) funding and the end of continuation funding from The Tudor Trust. Between March 2016 and April 2017, there have been 252 referrals from a number of partner organisations, including National Probation Service, Purple Futures CRC, HMP Hull and HMP Humber. In addition to PCC funding for year three there is a small amount of funding secured from Help for Health, which will enable the continuation of a reduced service, offering one-to-one mentoring support to offenders returning to Hull and the East Riding. The main support on offer is now more focused on improving mental wellbeing, as there are other projects in existence looking at the more practical aspects of support. Other funding streams are being sought to ensure the future sustainability of the service.

This support is provided entirely by volunteers and social work students on placement, and in the period of March 2016 to April 2017, 34 mentors have been trained to provide support and encouragement to improve mental health and wellbeing for offenders and to help them to integrate back into their communities. As a result of this support many offenders have gone on to access independent living, employment, training and volunteering. This has had a huge impact on their mental health, self-confidence and self-esteem, which makes re-offending less likely. With improved wellbeing the offenders are better able to integrate into their communities and strengthen important family networks.

In this period the service has been informed of 7 offenders who have re-offended and were back in custody. The initial re-offending rate for the first 12 months of DLB was 25%.

### Mindworks

Mindworks has delivered a variety of training programmes throughout the 2016/17 financial year. The most notable and significant programmes were training courses aimed at staff who work with children and young people. This included delivering a training course specifically to support staff who work with boys aptly called 'Trainers for Boys'. Mindworks also delivered Youth Mental Health First Aid courses to education staff in Hull as part of the lottery funded HeadStart pilot. The second half of the year saw an increase in bookings from organisations looking to improve the mental health and wellbeing of their workforce. The courses delivered were predominantly Mental Health First Aid and included contracts with large government agencies.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Student Placements

We are one of the leading voluntary organisations in our region for student placements as endorsed by the University of Hull.

In 2016/17 we maintained our presence within the social work area by being involved in the current changes to social work education. This has included our involvement in the PVI sector meetings which form PVI representation within the teaching partnership for both the North and South Bank regions. We are also looking at developing our social work programme to include the ASYE so we can continue to maintain our excellent levels of staff skills and knowledge. In 2016/17 we provided 21 student placements. Staff members provided both on-site supervision and Practice Education. We had a further 2 senior staff members qualify as Social Work Practice Educators.

Student placements also provide added-value to our projects, for example in June 2016 Student Social Workers hosted a BME workshop that was well attended by agencies such as MESMAC, homeless services and traveller services.

Exit interviews conducted with students who finish placement found that students enjoyed their placements, they had been offered ample learning opportunities and they comfortably met the requirements of their degree:

"A valuable learning experience. I have learnt a great deal about how mental health problems effect people's lives";

"I have had the opportunity to be involved in a wide range of situations. I have been involved in Housing, Reach out and Don't Look Back and each area has brought me different practice experience";

"I was made to feel part of the teams I have worked in and included in all aspect of the services provided".

Not only have we subsequently employed some of these students, they have also gone on to gain employment in other areas of mental health recovery in organisations such as CHCP, Navigo, the Rapid Response Service and the Recovery and Intervention team within ReNew. With this in mind we feel that our placements for students are excellent learning journeys leading to good employment opportunities.

### Fundraising

Due to the continued success of fundraising and income received of over £110,000 (including small grants), a second Community Fundraiser was employed and commenced in January 2017. The target for the year had been £65,000. Notable donations included two legacies worth £31,988. Events which took place during the year include Hull and East Yorkshire Mind's 40<sup>th</sup> Anniversary Ball and the Humber Half Marathon which raised £5,000 for our young people groups. Our profile has continued to grow and we have been chosen as charity of the year for various organisations.

### Measurement and assessment of performance

The Charity measures and assesses performance through the use of a Performance dashboard. This dashboard contains annual objectives in four key areas: Financial; Services and HR; Beneficiaries and Outcomes and Communications and Marketing. Actual performance against these objectives is updated and reviewed on a monthly basis in order to inform decision-making.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### 5 Financial Review

The annual accounts have been prepared in accordance with the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) FRS 102 and Update Bulletin 1.

Income for the year was £1,941,255 which is an increase of £391,784 from last year. The major reasons for the increase in income were: increased funding for young people's counselling services £162,804; a one-off payment received as recompense for historic housing management services provided £120,000; and commencement of new three-year Big Lottery Fund Grant funding for the Moving Forward employability project £76,277.

This year has seen us generate an operational surplus of £232,704 before amortisation of office development costs which were provided for in our reserves policy. Surpluses have largely accrued as a result of the aforementioned one-off historic housing management payment £120,000 which was settled via the transfer of ownership of the Welbury Grove property to us, along with continued focus on efficient use of resources and improving the generation of unrestricted income (including one-off legacies received of £31,988).

We maintained a strong cash flow position throughout the year thanks to the prompt payments by our funding providers.

There are no concerns about the Charity's ability to operate in future periods.

#### Principal risks and uncertainties

The principal risks facing the charity at present relate to the continuation and retendering of its public sector contracts, in particular those relating to housing support. Activities and measures are already in place to mitigate these risks.

#### Reserves Policy

After assessment of the risk to the Charity the reserves policy is:

- To maintain sufficient reserves to enable it to respond to short term fluctuations in levels of funding, and provide sufficient liquid resources to meet its revenue and capital needs.
- To fix the sum required at three months gross annual expenditure plus committed capital expenditure.
- To monitor the position on a regular basis and identify the steps necessary to achieve the required level.
- To invest all liquid assets in short-term low risk investments except where a longer period could be considered.
- To ensure that any longer term investment is only undertaken after proper consideration of the risks and returns involved.

We are planning to invest a significant proportion of our free reserves into developing our service provision and helping more people in future. At the balance sheet date we held £0.99m in free reserves (cash and short-term deposits less restricted funds). We have designated £0.50m from free reserves to put towards our planned residential care home development (known as Wellington Court). We are currently seeking planning permission and further funding towards this important project and anticipate it will open during 2019. We also hold a £0.05m designated refurbishment reserve for our existing managed residential properties. The remaining free reserves are just about sufficient to meet the reserves policy target of £0.40m.



# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Reserves Policy (continued)

Total funds at the balance sheet date were £1.58m (increased from £1.37m prior year). However, £0.59m of total reserves relates to fixed assets (net of related mortgage creditor) and can only be spent when the asset is sold.

Within total funds there is £1.14m designated funds and £0.06m restricted funds.

Along with the designated funds mentioned above, we also hold designated funds in relation to: property and other fixed assets (£0.35m); and the amortisation of fixed costs relating to previous office developments (£0.24m).

Restricted funds are held in relation to our Prison Mentoring project and Moving Forward project. In both cases project funding covers a period, across our financial year-end and the carried-forward funding must be spent on the specific project in the year to 31<sup>st</sup> March 2018.

### Investments and short term deposits

Investments are re-valued each year to reflect the market value prevailing at the balance sheet date.

Short term deposits are held by the charity so that in the event that direct funding is delayed, on-going salary and overhead costs can be met.

### Market value of freehold land and buildings

Hull and East Yorkshire Mind purchased Wellington House, 108 Beverley Road, Hull on 28 March 2014 for £540,000 being the open market valuation for the property.

Hull and East Yorkshire Mind purchased 19 Welbury Grove, Hull on 31 March 2017 for £120,000 being the open market valuation for the property.

### Principal Funding Sources

Our primary funding sources are from contracts with local authorities (Hull City Council and East Riding of Yorkshire Council) to provide the Supported Housing services and Reach Out (Mental Health Promotions) services as detailed in the Achievements and Performance section.

We also manage, on behalf of the landlords, a number of the homes where we are supporting people. The costs of providing this housing management are paid for from tenant rental income.

Funding from the local NHS Trust in relation to providing counselling services to young people has become a more significant income stream over the course of the year.

We provide individual packages of support to help people in the East Riding (both in our managed homes and in the community), funded through their Personal Budgets. This method of supporting people has developed over the past year and we aim to expand this in future.

Following our purchase of our Wellington House offices in March 2014 we now have a regular income stream from letting out some of the office space within this building. Our Mindworks training services for local organisations and businesses also provides a regular income stream. In both cases we can use the income to support any of our services and help meet our objectives.

We thank all our supporters for their backing through gifts, donations and grants. We would be unable to meet our objectives and help as many people without your valuable support.

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Principal Funding Sources(continued)

In particular we thank the following for their support:

NHS Hull CCG  
Big Lottery Fund  
Police and Crime Commissioner for Humberside  
Department for Work and Pensions  
Tudor Trust  
Health Education England  
Help for Health  
Rotary Club  
Tribune Trust

### **6 Plans for the Future**

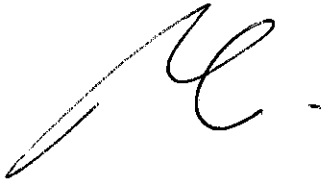
Hull and East Yorkshire Mind continues with the broad objectives established in its strategic plan for 2016-2019 with the ambition to help many more beneficiaries over the coming years. Of particular note it will be focussing on:

- The further development and expansion of its services for children and young people;
- Expansion of its housing provision, including the purchase of additional properties to add to its growing portfolio;
- To develop new services within North East Lincolnshire;
- To establish new services with the ability to deliver personal care to those who need it.

### **7 Auditors**

Smailes Goldie offers themselves for reappointment as auditors at the next Annual General Meeting.

This report has been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies.



**P Archer**  
**Chair**  
Wellington House  
108 Beverley Road  
Hull HU3 1YA

6th September, 2017

# Hull and East Yorkshire MIND (Registered number: 04936165)

## Trustees Report

Year ended 31st March, 2017

### Independent Auditors Report to the Members of Hull and East Yorkshire MIND

We have audited the financial statements of Hull and East Yorkshire MIND for the year ended 31st March 2017 which comprises the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities) (including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland").

This report is made solely to the charitable company's trustees, as a body, in accordance with chapter 3 of Part 16 of the Companies Act 2006 and section 137 of the Housing and Regeneration Act 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the association and the association's members as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees' Responsibilities the trustees, who are also the directors of Hull and East Yorkshire MIND for the purposes of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

#### Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited financial statements, and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

#### Opinion on the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities; and
- have been properly prepared in accordance with the Companies Act 2006, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2015.

# Hull and East Yorkshire MIND

A company limited by guarantee

## Independent Auditors Report to the Members of Hull and East Yorkshire MIND (continued)

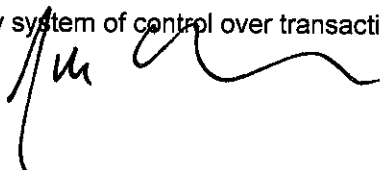
### Matters on which we are required to report by exception

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

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Report.

In addition, we have nothing to report in respect of the following matter where the Housing and Regeneration Act 2008 requires us to report to you if, in our opinion:

- a satisfactory system of control over transactions has not been maintained.



**James Sharpley FCA (Senior Statutory Auditor)**

Smailes Goldie  
Chartered Accountants  
Registered Auditors  
Regent's Court  
Princess Street  
East Yorkshire  
Hull  
HU2 8BA  
6th September, 2017

# Hull and East Yorkshire MIND

## Statement of Financial Activities (Incorporating an Income and Expenditure Account)

for the year ended 31st March 2017

	Note	Unrestricted funds £	Restricted funds £	Designated funds £	Endowment funds £	Total 2017 £	Total 2016 £
<b>Incoming Resources</b>							
<b>Incoming resources from generated funds:</b>							
Donations and gifts		55,133	-	-	-	55,133	65,814
Legacies		31,988	-	-	-	31,988	-
Investment income	5	88,066	-	-	-	88,066	88,584
<b>Incoming resources from charitable activities:</b>							
Grants receivable	3	-	377,631	-	-	377,631	247,476
Property income		340,052	-	-	-	340,052	243,823
Supported housing	6	585,046	-	-	-	585,046	579,222
Health services		205,377	-	-	-	205,377	34,594
Local Authority	4	180,315	-	-	-	180,315	185,266
Other income	5	77,647	-	-	-	77,647	104,692
<b>Total incoming resources</b>		<b>1,563,624</b>	<b>377,631</b>	<b>-</b>	<b>-</b>	<b>1,941,255</b>	<b>1,549,471</b>
<b>Resources expended</b>							
Raising funds		56,083	-	-	-	56,083	48,199
Charitable activities		1,061,533	590,935	-	-	1,652,468	1,332,225
<b>Total resources expended</b>	7	<b>1,117,616</b>	<b>590,935</b>	<b>-</b>	<b>-</b>	<b>1,708,551</b>	<b>1,380,424</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>446,008</b>	<b>(213,304)</b>	<b>-</b>	<b>-</b>	<b>232,704</b>	<b>169,047</b>
<b>Transfers between funds</b>		<b>(508,973)</b>	<b>250,943</b>	<b>258,030</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net (outgoing)/incoming resources</b>		<b>(62,965)</b>	<b>37,639</b>	<b>258,030</b>	<b>-</b>	<b>232,704</b>	<b>169,047</b>
<b>Other recognised gains/(losses)</b>							
Amortisation of capital grant		-	-	(10,512)	-	(10,512)	(10,512)
Impairment of fixed assets		-	-	(11,594)	-	(11,594)	(11,594)
(Losses)/gains on investment assets unrealised		(444)	-	-	-	(444)	414
<b>Net movement in funds</b>		<b>(63,409)</b>	<b>37,639</b>	<b>235,924</b>	<b>-</b>	<b>210,154</b>	<b>147,355</b>
<b>Fund balances brought forward at 1st April 2016</b>		<b>451,615</b>	<b>20,005</b>	<b>901,310</b>	<b>-</b>	<b>1,372,930</b>	<b>1,225,576</b>
<b>Fund balances carried forward at 31st March 2017</b>		<b>388,206</b>	<b>57,645</b>	<b>1,137,234</b>	<b>-</b>	<b>1,583,085</b>	<b>1,372,931</b>

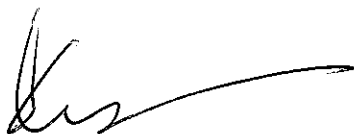
# Hull and East Yorkshire MIND

## Balance Sheet

at 31st March 2017

	Note	2017		2016	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	11		368,733		269,820
Investment property	11		540,000		540,000
Investments	12		2,282		2,725
<b>Current assets</b>					
Debtors	13	160,356		160,377	
Short term deposits		923,960		805,980	
Cash at bank and in hand		126,159		80,581	
		<u>1,210,475</u>		<u>1,046,939</u>	
<b>Creditors: amounts falling due within one year</b>					
Creditors	14	239,569		164,324	
<b>Net current assets</b>			<u>970,906</u>		<u>882,615</u>
<b>Total assets less current liabilities</b>			<u>1,881,921</u>		<u>1,695,160</u>
<b>Creditors: amount falling due after one year</b>					
Bank loans			298,836		322,229
<b>Net assets</b>			<u>1,583,085</u>		<u>1,372,931</u>
<b>Income fund</b>					
Unrestricted funds			388,206		451,616
Restricted funds	19		57,645		20,005
Designated funds	21		1,137,234		901,310
	22		<u>1,583,085</u>		<u>1,372,931</u>

The financial statements were approved by the Board of Trustees on 6th September, 2017 and signed on its behalf by



.....A. Denholm

The annexed notes form part of these financial statements.

# Hull and East Yorkshire MIND

## Statement of Cash Flows

at 31st March 2017

	Note	Period ended 31 March 2017 £	Period ended 31 March 2016 £
<b>Cash flows from operating activities:</b>			
Net cash provided by (used in) operating activities	28	222,065	61,136
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		88,066	88,584
Proceeds from the sale of property, plant and equipment		-	-
Purchase of property, plant and equipment		(123,180)	(4,335)
Proceeds from sale of investments		-	-
Purchase of investments		-	-
Net cash provided by (used in) investing activities		(35,114)	84,249
<b>Cash flows from financing activities:</b>			
Repayments of borrowing		(23,393)	(20,570)
Cash inflows from new borrowing		-	-
Receipt of endowment		-	-
Net cash provided by (used in) financing activities		(23,393)	(20,570)
Change in cash and cash equivalents in the reporting period		163,558	124,815
Cash and cash equivalents at the beginning of the reporting period	29	886,561	761,746
Change in cash and cash equivalents due to exchange rate movements		-	-
Cash and cash equivalents at the end of the reporting period	29	1,050,119	886,561

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 1 Accounting policies

#### (a) General information and basis of preparation

Hull and East Yorkshire MIND is a company limited by guarantee in the United Kingdom, a private registered provider of social housing in the United Kingdom. In the event of the association being wound up, the liability in respect of the guarantee is limited to £1 per member of the association. The address of the registered office is given in the association's information on page 3 of these financial statements. The nature of the association's operations and principal activities are stated in the trustees report.

The association constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2015 and with the Accounting Direction for private registered providers of social housing in England 2015. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008 and the Companies Act 2006. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

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

#### (b) Funds

Unrestricted funds 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.

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

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

#### (c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations and grants to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.



# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 1 Accounting policies (continued)

#### (c) Income recognition (continued)

No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

The charity receives grants in respect of various activities. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Investment income is earned through holding assets for investment purposes such as shares and property. It includes interest and rent. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method.

#### (d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

#### (e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources. Premises overheads have been allocated on a floor area percentage basis and other overheads have been allocated on a direct basis.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

The analysis of these costs is included in note 7.

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 1 Accounting policies (continued)

#### (f) Tangible fixed assets

Only expenditure over £1,000 is capital expenditure.

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets on a straight line basis, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Head Office Development	6.67%
Office Equipment	5% - 20%
Fixtures and Fittings	5% and 20%
Computer Equipment	33.33%

#### (g) Investment property

The investment property cannot be measured reliably at fair value without undue cost and effort and is, therefore, in accordance with FRS 102 measured at cost. As the property has a high residual value it is not depreciated but is subject to impairment reviews.

#### (h) Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

#### (i) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

#### (j) Loans and borrowings

Loans and borrowings are initially recognised at the transaction price including transaction costs. Subsequently, they are measured at amortised cost using the effective interest rate method, less impairment. If an arrangement constitutes a finance transaction it is measured at present value.

#### (k) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 1 Accounting policies (continued)

#### (l) Leases

Assets acquired under finance leases are capitalised and depreciated over the shorter of the lease term and the expected useful life of the asset. Minimum lease payments are apportioned between the finance charge and the reduction of the outstanding lease liability using the effective interest method. The related obligations, net of future finance charges, are included in creditors.

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

#### (m) Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates two schemes on a money purchase basis both of which are externally administered by Trustees. Contributions made are therefore charged against income when the contributions fall due.

### 2. Taxation

Hull and East Yorkshire MIND is a U.K. registered charity, number 1101976. All the Charity's income is applied to its charitable objects and the Charity is, therefore, exempt under current legislation from most forms of taxation.

The charity is registered for VAT and can recover VAT on freehold property expenses. The cost of irrecoverable VAT incurred by the charity is included in the statement of financial activities.

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2016

### 3. Grants receivable

	2017 £	2016 £
Grants were received from the following bodies during the year:		
Big Lottery Fund	82,672	6,395
Health services	182,466	176,145
HSCVF	-	5,000
Tudor Trust	24,965	28,308
Lloyds TSB Foundation for England and Wales	-	12,500
Police and Crime Commissioner for Humberside	36,255	18,128
Help for Health	6,257	-
Tribune Trust	2,000	-
Rotary Club	5,000	-
Big Lottery Fund and ESF Building Better Opportunities Grant	1,369	-
Department for Work and Pensions	31,325	-
Autism East Midlands	4,000	-
Other grants	1,322	1,000
	<u>377,631</u>	<u>247,476</u>

### 4. Local authority

	2017 £	2016 £
East Riding of Yorkshire Council	161,107	167,152
Kingston upon Hull City Council	19,208	18,114
	<u>180,315</u>	<u>185,266</u>

### 5. Other income

	Rental income £	Bank interest £	Other income £	2017 £	2016 £
Ways2Wellbeing	-	-	205	205	828
Directorate and administration	77,057	11,009	4,751	92,817	96,528
East Riding Services	-	-	-	-	52
Old Parcels Office	-	-	13,030	13,030	10,143
Hull Services	-	-	22,702	22,702	23,324
Volunteering	-	-	98	98	3,106
Mindworks	-	-	30,546	30,546	51,525
Supported House Hull	-	-	6,176	6,176	7,759
Supported Housing East Riding	-	-	139	139	11
	<u>77,057</u>	<u>11,009</u>	<u>77,647</u>	<u>165,713</u>	<u>193,276</u>

### 6. Supporting people income

	2017 £	2016 £
Hull City Council	457,752	506,917
East Riding of Yorkshire Council	127,294	72,305
	<u>585,046</u>	<u>579,222</u>

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 7. Total resources expended

Costs directly allocated to activities	Basis of allocation	Community Development Projects £	Housing Services £	Employment and training projects £	Fund-raising £	2017 Total £	2016 Total £
Staff costs	Direct	244,129	451,731	125,898	24,979	846,736	653,047
Recruitment	Direct	250	217	398	-	865	747
Travel	Direct	12,685	29,581	4,475	883	47,624	33,402
Beneficiary training	Direct	20,071	1,348	7,661	-	29,080	15,781
Other direct costs	Direct	107,590	38,477	16,922	12,364	175,354	102,781
Housing services	Direct	-	107,826	-	-	107,826	96,260
Volunteer expenses	Direct	12,947	-	3,028	53	16,028	17,825
<b>Support costs allocated to activities</b>							
Premises	Floor Area	65,288	38,829	23,776	-	127,893	120,903
Communication	Direct	3,679	8,828	1,079	397	13,983	10,051
Administration and finance	Income	78,309	153,379	30,721	13,979	276,389	231,574
Governance costs	Income	18,648	37,382	7,316	3,427	66,772	98,053
<b>Total</b>		<b>563,595</b>	<b>867,599</b>	<b>221,275</b>	<b>56,083</b>	<b>1,708,551</b>	<b>1,380,424</b>

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

<b>8. Surplus of income over expenditure</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Surplus of income over expenditure for the financial year is stated after charging:		
Depreciation	1,703	2,289
Auditors' remuneration	5,900	5,650
Operating lease rentals	119	1,042
	<u>          </u>	<u>          </u>
<b>9. Employee emoluments</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Gross	965,597	760,923
Redundancy	-	6,888
National Insurance	72,805	59,019
Pension	20,918	18,745
	<u>          </u>	<u>          </u>
Total emoluments	<u>1,059,320</u>	<u>845,575</u>
Average number of full time employees	<u>52</u>	<u>46</u>

No employees received total employee benefits (excluding employer pension costs) of more than £60,000.

### 10. Trustees' and key management personnel remuneration and expenses

The trustees were not entitled to and received no remuneration from the Charity during the year. There were, however, reimbursed expenses incurred, which totalled £1,226 (2016 £1,223). The expenses related to travel for relevant meetings and training days for three trustees.

**Hull and East Yorkshire MIND**  
**Notes to the Financial Statements**  
*year ended 31st March 2017*

11. Tangible fixed assets	Investment property £	Fixtures and fittings £	Office equipment £	IT equipment £	Head Office development £	OPO Development £	Welbury Grove £	Wellington Court £	Total £
<b>Cost or valuation:</b>									
At 1st April 2016	540,000	17,137	3,229	46,714	173,817	219,419	-	-	1,000,316
Additions	-	-	-	-	-	-	120,000	3,180	123,180
Disposals	-	-	-	-	-	-	-	-	-
At 31st March 2017	540,000	17,137	3,229	46,714	173,817	219,419	120,000	3,180	1,123,496
<b>Depreciation:</b>									
At 1st April 2016	-	10,921	3,229	46,714	20,596	109,036	-	-	190,495
Charge for year	-	1,703	-	-	11,594	10,971	-	-	24,267
Additions	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
At 31st March 2017	-	12,624	3,229	46,714	32,189	120,007	-	-	214,763
<b>Net book value:</b>									
At 31st March 2017	540,000	4,513	-	-	141,628	99,412	120,000	3,180	908,733
At 31st March 2016	540,000	6,216	-	-	153,221	110,383	-	-	809,820

**Hull and East Yorkshire MIND**  
**Notes to the Financial Statements**  
*year ended 31st March 2017*

**11. Tangible fixed assets (continued)**

The net book value at 31st March 2017 represents fixed assets used for:

	Investment property £	Fixtures and fittings £	Office equipment £	IT equipment £	Head Office development £	OPO Development £	Welbury Grove £	Wellington Court £	Total £
<b>Direct charitable purposes:</b>									
Provision of services	-	4,513	-	-	106,929	99,412	120,000	3,180	334,034
<b>Other purposes:</b>									
Management and administration of the charity	540,000	-	-	-	34,699	-	-	-	574,699
	540,000	4,513	-	-	141,628	99,412	120,000	3,180	908,733

The investment property has an element of charitable use. The value of the charitable use cannot be reliably measured without undue cost and effort and as a result all of the property is classed as investment. For the same reason the property is stated at cost rather than fair value. Due to a high residual value the property is not depreciated but is regularly subject to impairment reviews.



# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

12. Investment	2017 £	2016 £
<b>Kingston Communications (Hull) plc shares</b>		
Fair value at 1st April 2016	2,725	2,312
Additions	-	-
Disposals	-	-
Unrealised increase in value for the year	(444)	413
	<u>2,282</u>	<u>2,725</u>
<b>Fair value at 31st March 2017</b>		
	<u>2,282</u>	<u>2,725</u>
<b>Historical cost at 31st March 2017</b>	<u>7,556</u>	<u>7,556</u>
<b>Analysis of investments</b>		
UK Equities	<u>2,282</u>	<u>2,725</u>

The investments are listed on a recognised stock exchange.

13. Debtors	2017 £	2016 £
Trade debtors	149,937	156,613
Prepayments	10,419	1,753
VAT	-	2,011
	<u>160,356</u>	<u>160,377</u>

14. Creditors: amounts falling due within one year	2017 £	2016 £
Trade creditors	58,717	58,491
Other creditors	306	298
Accruals	30,938	28,011
Payroll creditors	36	505
VAT	178	-
Deferred income	126,730	55,769
Bank loans	22,663	21,250
	<u>239,569</u>	<u>164,324</u>

A bank loan totalling £321,499 (2016 £343,479) is secured on the property at 108 Beverley Road, Hull.

The bank loan terms of repayment are 179 monthly instalments of £2,720.97 and interest is payable at 2.85% over base rate on the principal amount.

15. Creditors: amounts falling due after more than one year	2017 £	2016 £
Bank loans	<u>298,836</u>	<u>322,229</u>

The Bank loan includes aggregate amounts of £200,922 (2016 £180,221) which fall due after five years.

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March, 2017

### 16. Operating leases

Anticipated payments under operating leases for the year ended 31st March 2017 in respect of commitments that expire:

	2017 £	2016 £
Within one year	-	119
In one to two years	-	-
	<u>-</u>	<u>119</u>

### 17. Secured debts

The following secured debts are included within creditors:

	2017 £	2016 £
Bank loans	321,499	343,479

### 18. Legislative provisions

The Charity is regulated by the Charities Act 2011 and the Companies Act 2006.

### 19. Restricted funds

	Balance at 1st April 2016 £	Movement in funds			Balance at 31st March 2017 £
		Incoming resources £	Expended Resources £	Transfers £	
Hull Young Person's Project	5,463	8,564	18,202	4,175	-
Volunteer projects	-	6,000	28,727	22,727	-
Prison Mentoring Project	14,542	69,477	51,322	-	32,697
Moving Forward Big Lottery Fund Grant	-	82,671	58,004	-	24,667
Trainers of Boys Project	-	20,102	19,756	-	346
Supported Housing	-	154,000	378,041	224,041	-
Big Lottery Fund and ESF Building Better Opportunities Grant	-	1,369	1,429	-	(60)
Matthews Hub	-	35,325	35,325	-	-
Long Term Conditions	-	123	129	-	(6)
	<u>20,005</u>	<u>377,631</u>	<u>590,935</u>	<u>250,943</u>	<u>57,645</u>

### 20. Moving Forward Funding

Of the incoming and expended resources attributable to grant funding the following movements were seen during 2016/2017:

	Balance at 1st April 2016 £	Movement in funds			Balance at 31st March 2017 £
		Incoming resources £	Expended Resources £	Transfers £	
Big Lottery Fund Grant (Project ID: 0010262109)	-	82,672	58,004	-	24,668

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 21. Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the Trustees for specific purposes:

	Balance at 1st April 2016 £	New designations £	Utilised/ released £	Balance at 31st March 2017 £
Head Office improvements	153,221	-	11,594	141,627
Investment Property – Wellington House	-	218,501	-	218,501
Fixed Assets – Land and Buildings	-	123,180	-	123,180
Fixed Assets – Other	-	5,976	-	5,976
Refurbishment Reserve	164,627	18,321	132,948	50,000
Development of new services	475,000	25,000	-	500,000
Old Parcels Office Development	108,462	-	10,512	97,950
	<u>901,310</u>	<u>390,978</u>	<u>155,054</u>	<u>1,137,234</u>

### 22. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Designated Funds £	Total 2017 £	Total 2016 £
Fund balances at 31st March 2017 are represented by					
Tangible fixed assets	-	-	908,733	908,733	809,820
Investments	2,282	-	-	2,282	2,725
Current assets	924,330	57,644	228,501	1,210,475	1,046,939
Current liabilities	(538,405)	-	-	(538,405)	(486,553)
Total net assets	<u>388,207</u>	<u>57,644</u>	<u>1,137,234</u>	<u>1,583,085</u>	<u>1,372,931</u>

### 23. Indemnity insurance

The Charity paid £3,495 (2016 £3,302) during the year to indemnify the trustees against the consequences of any neglect or default on their part.

### 24. Pensions

The Charity operates a defined contribution scheme. The amount charged to the Statement of Financial Activities in the year to 31 March 2017 was £20,918 (2016 £18,745).

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

### 25. Related parties

Information about related party transactions and outstanding balances is outlined below:

Mr S Delaney is a trustee of Hull and East Yorkshire MIND and a partner of Delaney Marling Partnership. During the year Hull and East Yorkshire MIND purchased goods and services to the value of £1,290 (2016 £3,948) from Delaney Marling Partnership under normal commercial terms.

Mr M Gill is a trustee of Hull and East Yorkshire MIND. During the year Hull and East Yorkshire MIND purchased training services from Mr Gill to the value of £2,372 (2016 £4,700) under normal commercial terms.

Mr D E Kitney is a trustee of Hull and East Yorkshire MIND and a director of Emmerson Kitney Limited. During the year Hull and East Yorkshire MIND purchased goods and services to the value of £6,672 (2016 £50) from Emmerson Kitney Limited under normal commercial terms.

### 26. Holiday pay

The holiday period runs from 1st April to 31st March.

The company policy is that all annual leave should be used before 31st March.

On this basis there is no holiday pay accrual required at 31st March 2017 (2015/16 £Nil).

### 27. Employee benefits for key management personnel (SMT and Trustees)

	2017 £	2016 £
Net employee benefits – key management personnel	98,068	100,698

### 28. Reconciliation of net income/(expenditure) to net cash flow from operating activities

	Period ended 31 March 2017 £	Period ended 31 March 2016 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	210,154	147,355
<b>Adjusted for:</b>		
Depreciation charges	25,688	24,895
Gains/losses on investments	444	(413)
Dividends, interest and rents from investments	(88,066)	(88,584)
Loss/(profit) on the sale of fixed assets	-	-
(Increase)/decrease in stocks	-	-
(Increase)/decrease in debtors	21	22,939
Increase/(decrease) in creditors	73,824	(45,054)
Net cash provided by/(used in) Operating Activities	222,065	61,136

# Hull and East Yorkshire MIND

## Notes to the Financial Statements

year ended 31st March 2017

	At 31 March 2017 £	At 31 March 2016 £
<b>29. Analysis of cash and cash equivalents</b>		
Cash in hand and at bank	126,159	80,581
Notice deposits (less than 3 months)	923,960	805,980
<b>Total cash and cash equivalents</b>	<b>1,050,119</b>	<b>886,561</b>