

Company number: 2643905

Charity Number: 1006927

Mind in Tower Hamlets and Newham

Report and financial statements
For the year ended 31 March 2018

Mind in Tower Hamlets and Newham

Contents

For the year ended 31 March 2018

Reference and administrative information	1
Trustees' annual report	2
Independent auditor's report	15
Statement of financial activities (incorporating an income and expenditure account)	18
Balance sheet	19
Statement of cash flows	20
Notes to the financial statements	21

Mind in Tower Hamlets and Newham

Reference and administrative information

For the year ended 31 March 2018

Company number 2643905 – incorporated in the UK

Charity number 1006927 – registered in England and Wales

Registered office and operational address: Open House, 13 Whitethorn Street, London E3 4DA

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Chris Beal	Chair
Iwebunor Anyia	Vice Chair
Jonathan Rae	Treasurer
Satish Beri (from 13 April 2016 to 9 Jan 2018)	
Syed Hussain	
Jessica Easton	
Khadiza Mushfaka Ishaque	
Alice Dartnell	
James Beckles	
Leonie Thornton	
Suzanne Brunton (to 22 January 2018)	
Stephanie Chapman	
Gary Jones (Appointed Apr 2018)	

Secretary Michelle Kabia

Key management personnel	Michelle Kabia	Chief Executive Officer
	Juno Boyce	HR and Administration Manager
	Rehana Abbasi	Finance Officer (from May 2017)

Bankers National Westminster Bank
PO Box 10862
180 Shoreditch High Street
London E1 6HY

Auditors Sayer Vincent LLP
Chartered Accountants and Statutory Auditors
Invicta House
108–114 Golden Lane
LONDON
EC1Y 0TL

The trustees present their report and the audited financial statements for the year ended 31 March 2018.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice – Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

The objectives for which the charity was established are:

To promote the preservation of good mental health in particular by enabling and empowering everyone experiencing mental health problems to live with, manage and recover from their condition.

To relieve the needs of people with mental health problems by working to increase the understanding of mental health and mental health problems by gathering and disseminating information and working to raise awareness, promote understanding and challenge stigma and discrimination.

The charity does this by:

- The provision of direct services to beneficiaries (Counselling; mental health support; welfare and benefits advice; coping with Life recovery training; employment advice and support; community engagement and advocacy services)
- Commitment to mental health wellbeing; resilience and recovery
- Raising awareness and reducing stigma (working with the London Borough of Tower Hamlets and Newham, Mind, and the local communities)
- Development of creative partnerships (working with other local voluntary organisations to provide a seamless service for beneficiaries)

Public benefit statement

The Trustees consider that they have complied with Section 17 of the Charities Act 2011 with regard to the guidance on public benefit published by the Charity Commission.

The trustees review the aims, objectives and activities of the charity each year. This report considers the charity's achievements and its outcomes in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people

that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Our services

The charity's main activities are outlined below. All its charitable activities focus on the development of services for beneficiaries who have mental health distress and/or emotional needs residing in the London boroughs of Tower Hamlets, Newham, Redbridge and Havering. These charitable activities are undertaken to further Mind in Tower Hamlets and Newham's charitable purposes for the public benefit.

Support Services

Mental health support services

Working in partnership with Inspire (a consortium of 8 local mental health providers) we deliver a wide range of mental health support services. This includes a First Point of Access service, one-to-one mental health support, and group support. The aim of this service is to help beneficiaries access the right level of support, to meet with staff regularly on a one-to-one basis as well as accessing group programmes. The Inspire service is based on a recovery model of support. We deliver these services to 800 clients under contracts from Tower Hamlets Local Authority.

Reset Substance Misuse service

In partnership with Providence Row we deliver a Substance Misuse service in Tower Hamlets. This service works with people who are struggling to access support and provides referral and access to substance misuse services as well as a group programme for people who have mental health and substance misuse issues.

Counselling

We offer talking therapies within both Tower Hamlets and Newham. In Newham we offer the Newham Bereavement Service (new service from September 2017) and the Newham Counselling Service. The Newham Counselling Service is in partnership with the Increasing Access to Psychological Therapies (IAPT) Service offering non-CBT clinical pathway for local people. We deliver over 8000 hours of counselling every year to over 1200 individuals.

In October 2018 we will be entering into a partnership with the East London Foundation Trust to deliver these counselling services as part of the wider IAPT provision in Tower Hamlets. This service will expand our provision in Tower Hamlets to incorporate the Tower Hamlets Bereavement Service and the Bilingual Counselling Service. This is an exciting development which secures and expands our well-respected counselling service for the next 5 years.

Community Projects

Community Engagement

This team offers a range of services and activities to promote recovery and wellbeing to beneficiaries residing in Newham. The team provides one to one support, group support, and access to Coping with Life training and workshops. This service is funded by Henry Smith Charitable trust and has supported 450 people over the year.

Co-production and user led services are at the heart of our community engagement services. Promoting, developing and designing support services that meet our beneficiaries' needs and enabling them to be a driving force behind service development remain our priority.

LEAP

In September 2017 we successfully bid for a Reaching Communities grant with the Big Lottery to develop an exciting programme offering Peer Leader Training opportunities as well as establishing a wide range of Peer Led groups across Tower Hamlets, Newham and Redbridge. In the first six months of the project we were proud to report that this project was able to meet and exceed targets in all key areas. 96 people had accessed this project, 12 people have completed the Peer Leader training programme and 7 Peer led groups are currently active. In response, the Big Lottery team congratulated the team on a successful start to the project

Advocacy Projects

Advocacy

Our Advocacy services are delivered in the community and within in-patient units to help beneficiaries to say what they want, help them to secure their rights, obtain the services they believe they need and to make informed choices. Our Advocacy services include the Newham Adolescent Advocacy Service, the Newham NHS Complaints Advocacy Service and the Independent Mental Health Advocacy Service in Tower Hamlets. Our Advocacy Services have achieved the Quality Standard for Advocacy called QPM and we have been commended for the quality of our provision across all of our services. These services supported over 700 individuals over the last year.

In April 2018, we will be commencing the Havering Integrated Advocacy Service which will be based in Havering Mind's service in Hornchurch. This includes all statutory Advocacy Services for Havering.

Employment / Advice and Information

Welfare Rights Service

This service offers advice, information and support on a wide range of welfare and benefits issues as well as representing and highlighting concerns, experiences and trends at borough meetings. With the changes to welfare benefits, this role is very much valued by people with mental health

issues as they face barriers to accessing full benefit entitlement. This service supported over 650 clients over the year.

Employment Services

We are committed to working with our beneficiaries to increase their access to employment, through the development of social enterprise. Our Upskill Service promotes access to work and supports people into training, work experience and work placements. Our Coping with Life programme is designed to provide beneficiaries with a clear understanding of their mental health and to building their resilience.

In September 2017 we entered into a partnership with the Centre for Mental Health to deliver the Individual Placement Support (IPS) Employment service in Newham. IPS is an evidence-based model of engagement that promotes paid work for people who are involved in secondary mental health services. The service is integrated with the statutory mental health service and includes two ELFT Employment staff. During the last 6 months we have supported 30 towards paid employment. In April 2018 we will expand the service by two further staff, securing a team of 6 employment specialists.

Strategic Planning

Mind in Tower Hamlets and Newham have a 5-year strategic plan that is drawn up with the involvement of staff, trustees, beneficiaries and commissioners. It outlines the key areas for development and clarifies the organisation's main aims and objectives. Our current strategic plan comes to an end in March 2019 and as a result we will be working with staff, trustees, commissioners, partners and beneficiaries to co-produce our next 5 year strategic plan throughout 2018.

The political, economic and fiscal landscape has changed considerably since our last strategic plan. We are adjusting our strategic objectives to accommodate the changes. Primarily, we are facing a new commissioning framework for health and social care services. The Clinical Commissioning Groups (CCGs) and Local Authorities work together to ensure that health and social care services are delivered appropriately. We have been through a significant recession which has had significant impacts on our clients. The welfare reforms which are being put in place continue to place a burden on our most vulnerable clients.

We are focused on delivering services where we have the expertise and capabilities to benefit those with mental health issues in Tower Hamlets, Newham and neighbouring boroughs. Our broad experience and record for delivering high quality services is enabling us to broaden our reach both geographically and through development of new services. This is often in partnership with other delivery partners whose expertise and capabilities complement our own and we now have 18 active partnerships. We are particularly keen to develop Peer Led Services, services which are Co-produced and designed by and for people with mental health issues. We continue to prioritise services that focus on wellbeing, building resilience and promoting mental health recovery.

Following a successful year we continue to promote new opportunities going forward. We will be commencing the Havering Advocacy Service from April 2018 and recruiting new staff to join the IPS service. We will be working with the East London Foundation Trust (ELFT) to transition the Tower Hamlets Counselling service so that we can commence this new and expanded service by October 2018.

Our Strategic Objectives are:

Wellbeing, Resilience and Recovery

We are committed to delivering services which promote wellbeing with an expectation that beneficiaries will recover, and to developing a framework that helps build resilience and coping mechanisms in order to strengthen and promote recovery for those living with mental health issues.

Over the last year we have:

1. Designed all services around a recovery, wellbeing and building resilience.
2. Monitored the outcome of intervention using outcome tools such as the Recovery Star and Warwick Edinburgh Wellbeing scale.
3. Developed a comprehensive group work programme with 33 groups across Tower Hamlets.

Employment and Training

We will develop opportunities for our service user groups to explore and access employment, training and volunteering opportunities.

Over the last year we have:

1. Promoted training, volunteering and work based placements for our clients
2. Successfully bid for the Upskill Project which delivers an employment focused service within Tower Hamlets
3. Made links with employers to promote mental health and wellbeing and to encourage the employment of people with mental health issues
4. Developed the IPS Employment Support Service in Newham supporting clients with secondary mental health needs into employment

Mental Health Promotion and Reduction of Stigma

We are committed to the promotion of mental health awareness, reduction of stigma and discrimination associated with mental health as well as the development of accessible services for all and equality of treatment within our society for those who have experienced a mental health issue.

Over the last year we have:

1. Continued to attend events and activities which promote the Time to Change anti-stigma campaign

2. Carried out over 24 mental health promotion activities within the community, in schools, organisations and businesses

Quality Services

We are committed to ensuring that all of our services are delivered with high quality standards and we work to continually improve our services.

We have achieved:

1. The Mind Quality Mark
2. The British Association for Counselling and Psychotherapy (BACP) accreditation for our Counselling services
3. The Quality Performance Management for Advocacy Accreditation Quality Standard

Service User Involvement

We are committed to service users being at the centre of decision making whether it relates to their own service delivery or to the development of services within the organisation.

Over the last year we have:

1. Continued our service user involvement strategy where service users are at the heart of service development, design, delivery and evaluation
2. Hosted quarterly Mind Direct meetings where beneficiaries can influence service development and delivery so that their voice is heard and user feedback is fully taken into account
3. Developed services which are co-produced, co-designed and co-delivered

Mindful Employer

We recognise that our staff are our greatest asset and we are committed to supporting their professional development and their wellbeing, to ensure that they continue to flourish in our employment. Being a Mindful Employer means that we will raise awareness of mental health at work, supporting our staff to make it easier for them to talk about mental health. We know that with the right support, staff with a mental health condition can remain in work. We aim to be an organisation where people with lived experience of mental health want to work and where they feel valued.

Over the last year we have:

1. Developed a strategy to support our staff, through supervision, line management and training which promotes mindfulness, effectively manages stress and provides support to staff when needed
2. Reviewed our systems, policies and procedures regularly to meet the changing demands of the service

Mind in Tower Hamlets and Newham

Trustees' Annual Report

For the year ended 31 March 2018

3. Recruited, inducted and trained staff to work within our strategic plan and to deliver high quality services to our service users.
4. Invested in an Employee Assistance Programme offering access for all staff 365 days per year.
5. Invested in Continuous Professional Development with a comprehensive on line training resource for staff with over 50 courses available

Working in Partnership

We will continue to explore opportunities to work in partnership with other service providers, so as to maximise the range and quality of services available to our clients.

Over the last year we have:

1. Developed a number of partnerships, in particular the Inspire Consortium involving 8 local mental health providers and our partnership with Working Well Trust and Providence Row
2. Developed key partnerships to deliver services for young people including the Prince's Trust and delivered some innovative work with young people

Capacity Building

Mind in Tower Hamlets and Newham aimed to increase the organisational turnover from £1,000,000 to £1,400,000 by 2018. We aim to ensure that our services have the appropriate systems and people in place to support the growth of the organisation.

We have successfully steered the organisation through significant financial challenges and are set to reach an annualised income of over £1,550,000 by October 2018. We strive to develop new services whilst achieving high quality standards in current services, providing the right level of central support capability and maintaining a secure financial position for the organisation.

Over the last year we have:

1. Developed a fundraising strategy, setting ourselves a fundraising target for the first time and raising £14.4k outside the scope of commissioned services and grant funding
2. Explored innovative and exciting new services which will meet the needs of our service users of today and the future
3. Continued to review our funding frameworks and enhanced our forecasting of funding to ensure that we are flexible in our approach and able to review, evaluate and remodel services to meet needs

Achievements and performance

The charity's main activities are described below. All its charitable activities focus on the development of services for beneficiaries who suffer mental health distress and/or emotional needs residing in Tower Hamlets and Newham and neighbouring boroughs. These charitable

Mind in Tower Hamlets and Newham

Trustees' Annual Report

For the year ended 31 March 2018

activities are undertaken to further Mind in Tower Hamlets and Newham's charitable purposes for the public benefit.

During the year working with Mind, the London borough of Tower Hamlets and other partner agencies, we campaigned to challenge discrimination and reduce stigma around mental health.

New Projects

We have secured funding to deliver exciting new projects over the next three – five years. Including:

- Talking Therapies in Tower Hamlets which will be integrated with the IAPT services in Tower Hamlets – commencing October 2018
- IAPT Employment Service from October 2018
- Expansion of our IPS service in Newham – commencing July 2018
- Havering Integrated Advocacy Service – commencing April 2018

Volunteers

Mind in Tower Hamlets and Newham works with a large number of volunteers. This includes the trustees who volunteer their time to oversee the strategic direction of the organisation and ensure that we are delivering services in line with our objectives and charitable purpose. Members devote over 35 hours of their time per year to attend meetings and to support the organisation.

We encourage people with lived experience of mental health to volunteer. This opportunity can support clients with their recovery as well as enabling them to regain confidence and skills that enable them to get back into employment. We can work with between 12–15 volunteers with lived experience at any one time. These volunteers may support the design, development and delivery of groups and activities, planning support services with staff, facilitating service user led groups and peer support groups.

Our counselling service model includes student counsellors on placement. This service works with 62 counselling volunteers, each providing three hours of counselling per week. This represents 8,928 hours of volunteer support equivalent to 5.3 FTE staff, and equating to approximately £150,000 it would otherwise cost to deliver the service.

Beneficiaries of our services

The beneficiaries of our services are people who live in Tower Hamlets, Newham or neighbouring boroughs, who have emotional, mental health and substance issues. Beneficiaries can refer themselves to the service or they can be referred by a health care worker or community support worker. The majority of our clients are of working age, although we are increasingly working with young people and older people.

Financial review

In the financial year 2017/18 Mind in Tower Hamlets and Newham had a total income for the year was £1,236,825 (2017: £979,009). This represents a 26.3% increase of income. Total expenditure of £1,238,040 (2017: £1,037,134) increased by 19.4%. This resulted in a significantly reduced deficit for the year of £1,215 (2017: (£58,125)).

Our unrestricted funds have increased by £18,928 to £104,181 (2017: £85,253). We have designated £71,626 (2017: £77,739) of these funds to cover the depreciation of our fixed assets which are not covered by restricted funds. This leaves general unrestricted funds at £32,555 (2017: £7,514).

This year we have significantly increased our budgeted income. We have won 4 new tenders and increased the contract price for 3 other services. We remain vigilant about the organisation's expenditure and running costs to ensure that we can deliver our services in a financially secure manner, whilst continuing to grow unrestricted funds. Both our strategic plan and our operational business plan are ambitious about growth and the delivery of high quality service to our beneficiaries.

We have reviewed and comprehensively overhauled our finance policy, procedures and accounting systems and we are confident that the information within the system is accurate and transparent and therefore provides management, trustees and stakeholders with a clear view of our financial health.

Going concern

The Trustees have considered the financial wellbeing of the organisation and recognise that the limited reserves position is a risk area for Mind in Tower Hamlets and Newham. Over the last six years, reserves have been utilised to develop services and to support services that have not received 'full cost' recovery funding. The reserves position was also impacted by the requirements to recognise the pension scheme deficit connected with the pension Trust. This means we include a liability of £153,126 on the balance sheet at the year-end (2017: £175,770). However, this is not payable in one go, the pension liability will be paid over a number of years and trustees are confident that this cost will be met as the payments fall due.

As a result of the increase in the charity's income and careful management of its costs, the charity's unrestricted funds position of £104,181 is once again improving (2017: £85,253) and without the pension liability, general unrestricted funds would be £257,307.

We remain committed to reviewing our Business Development strategy and developing new services with a firm funding base, continuing to control our operating costs and ensuring that we are able to rebuild the firm financial base for the organisation. Mind in Tower Hamlets and Newham have secured additional income for 2017/18 as well as new income committed for

2018/19 and have a solid foundation of secured funding. Trustees are committed to continuing to develop the service and to ensure that the organisation offers services that are of a high quality and offer added value to our clients. Trustees are aware of their need to maintain a close review of income and expenditure as well as have strong strategic plans for the future.

Reserves policy

Mind in Tower Hamlets and Newham is acutely aware of the need to sustain its viability in the medium to long term. Over the last five years we have had to draw on the organisation's reserves to subsidise services. We are actively pursuing new service developments to secure new services and to sustain our organisation for the future and build up our reserves.

The trustees consider it prudent to maintain an unrestricted level of reserves to cover the charity's contractual obligations. They are committed to building sufficient unrestricted reserves to cover running costs for a period of three months. As explained above, if we exclude the pension liability which will not crystallise in a single point but can be paid over the next 10 years, our unrestricted general funds would be £257,307, this is equivalent to 2 ½ months of annual costs.

Principal risks and uncertainties

In 2016/17 we have carried out a comprehensive review of our Finance Systems and core organisational costs. As a result of this review we engaged new auditors, implemented a new financial system and recruited a new Finance Officer. This has served to strengthen our capability and the resilience of our systems, and to improve the quality of financial information submitted to trustees and management to inform business and strategic decisions.

We have also reviewed and challenged the overall operating costs and direct service delivery costs. We have reduced the cost of our core management team and will continue to review and challenge our operating costs so that we can ensure the best use of available funds.

While we have secured income of over £1,550,000 for the next 12 months, it remains imperative that we continue to design and develop new services that are funded with the principle of 'Full Cost Recovery' so that we can retain and build our organisational capacity as we grow and develop.

Plans for future

The trustees and the CEO have developed a Business Development Plan covering the development of new services, fundraising and reduction of costs in running the organisation. Our aim is to create a firm funding base and to help the organisation to continue to grow.

We have excellent services within our portfolio and have developed important partnerships across both Tower Hamlets and Newham. We will continue to explore opportunities to work in partnership with other service providers so that the range of services available to our beneficiaries continue to grow.

Our Business Development Plan concentrates on the development of services for young people and adults with mental health. We intend to explore new opportunities in our area of benefit (Tower Hamlets and Newham) as well as exploring new areas where we can have an impact on service delivery (Havering, Redbridge and Barking and Dagenham).

Within Tower Hamlets and Newham we will continue to maintain important links with Local Authority/CCG commissioners and ensure that our current services are promoted so that we maintain our position within the sector.

Structure, governance and management

Governing Document

Mind in Tower Hamlets and Newham ("MITHN") (the word 'Limited' being omitted by licence from the Department of Trade) is incorporated as a company limited by guarantee and not having a capital divided by shares.

The organisation is a charitable company limited by guarantee, incorporated on 6 September 1991 and registered as a charity on 6 March 1992. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Charity Governance code

In July 2017, a group of charity and governance associations introduced a new Charity Governance Code as a practical tool to help trustees achieve high standards of governance, recognising that good governance in charities is fundamental to success – in achieving their objectives for the benefit of all of their stakeholders.

During the year, the trustees and management benchmarked Mind in Tower Hamlets and Newham's governance standards against the recommended practices included within the Charity Governance Code.

Overall, the trustees were satisfied that the governance standards of the charity were appropriate for its scale, complexity and charitable purposes, but identified a number of areas where enhancements to the governance approach would benefit the operation of the charity. An action plan is being implemented to address these points, consistent with the trustees' commitment to continuous improvement of governance standards within the charity, guided by the Charity Governance Code and other standards and requirements, including those of the Charity Commissioners.

Recruitment and appointment of trustees

Trustees' Annual Report

For the year ended 31 March 2018

The recruitment and appointment of trustees are set out in our Articles of Association. The honorary officers: the Chair, Vice-Chair and the Treasurer as well as other trustees are elected at the Annual General Meeting by the members of MITHN. The Chair, Vice-Chair and Treasurer can only serve for one year and then have to seek re-election at the AGM. The recruitment process is set out in our trustee recruitment policy and includes the stages listed below.

- Skills audit
- Role description
- Identifying Trustees
- Selection process
- Induction

The directors of the organisation are also the charity trustees for the purposes of charity law.

The Board of Trustees has the power to appoint additional trustees as it considers fit to do so. The trustees in office in the year are set out on Page 1. The trustees have no beneficial interest in the company other than as members. The trustees are also directors of the company. All of the trustees are members of the company and guarantee to contribute £1.00 in the event that the company is wound up.

The trustees do not have 'hands on' involvement in MITHN's activities and the Board delegate's day-to-day responsibility to the CEO, Michelle Kabia, who in some instances will delegate to other members of the senior management team.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 6 to the accounts.

Trustee induction and training

The induction and training of trustees is set out in the charity's Trustee Recruitment policy. All Trustees are given an Induction Pack which forms the basis of their induction. All potential trustees attend a number of Board meetings before being elected to the Board.

As part of their induction new trustees are encouraged to visit the organisation's projects and to meet the staff. As part of the Skills Audit, the training needs of new trustees are built into a training programme. The progression of new trustees is monitored by the Chair or other nominated trustee, to ensure that they:

- Are fully aware of their roles and responsibilities
- Are informed about the organisation to meaningfully input into discussion
- Training needs are identified and addressed

All trustees are informed of external training opportunities during the year. Charity Commission updates and news are also forwarded on to them.

Related parties and relationships with other organisations

Mind in Tower Hamlets and Newham is affiliated to National Mind. We are committed to working in partnership with other providers. This has been a significant strategic aim and we are now working with 18 different organisations to deliver our services. Examples of the partnerships are: Inspire Consortium – Tower Hamlets mental health services, Centre for mental Health – IPS employment service Newham, Community Barnet – NHS complaints advocacy in Newham.

Remuneration policy for key management personnel

Mind in Tower Hamlets and Newham set its pay and remuneration in line with the National Joint Council Local Government Salary Scale. Staff are generally appointed at the bottom of the scale unless they have significant experience and at that point we may decide to offer them a higher starting salary. All staff have an induction and probation period at the start of their employment and an annual appraisal which outlines their performance against their key objectives in their job description.

Statement about Fundraising Practice

Mind in Tower Hamlets and Newham have established a Fundraising Strategy which works alongside our Strategic Plan and our Business Plan.

Our fundraising strategy aims to address how we will achieve our Strategic Development target and the budgeted fundraised annual income. We are committed to diversifying our income, developing our services to new communities as well as expanding our area of benefit.

Diversification of income

To meet the objectives of our strategic plan, we are committed to diversifying our income streams, scoping and taking advantage of alternative sources of funding so that we can continue to maintain quality services for our clients, and continue to generate services that our clients are telling us they want and need.

1. Explore non-statutory funding opportunities
2. Increase our local fundraising activities to raise income such as sponsorships and events
3. Secure new contract funding where appropriate
4. Develop Significant partnerships to build on our successful tendering
5. Raise the profile of the organisation via social networking

Ethical fundraising

We are committed to ethical fundraising, ensuring that we do not accept donations or support from companies who are in direct conflict of our aims. We have an Ethical Fundraising policy that will support this strategy and be embedded into any fundraising activities.

Mind in Tower Hamlets and Newham's approach to fundraising is to use internal staff and volunteers where appropriate. We do not use external fundraisers currently but would consider this where they have additional expertise and can carry out fundraising work more cost-effectively.

We complied with the code of fundraising practice and received no complaints about fundraising during the year. The Chief Officer and Finance Manager monitor the fundraising activities undertaken by third parties on a day to day basis while a fundraising sub-group monitors these periodically.

Statement of responsibilities of the trustees

The trustees (who are also directors of Mind in Tower Hamlets and Newham 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).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable 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
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping 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. 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.

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware
- 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 auditors are aware of that information

Mind in Tower Hamlets and Newham

Trustees' Annual Report

For the year ended 31 March 2018

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 March 2016 was 13 (2015 12). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Sayer Vincent LLP were appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

The trustees' annual report which has been approved by the trustees on **DATE** and signed on their behalf by

Chris Beal
Chair

Independent auditor's report to the members of Mind in Tower Hamlets and Newham

Opinion

We have audited the financial statements of Mind in Tower Hamlets and Newham (the 'charitable company') for the year ended 31 March 2018 which comprise the statement of financial activities, balance sheet, statement of cash flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2018 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
- Have been prepared in accordance with the requirements of the Companies Act 2006

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- The trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

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

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

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

- The information given in the trustees' annual report, for the financial year for which the financial statements are prepared is consistent with the financial statements
- The trustees' annual report, has been prepared in accordance with applicable legal requirements

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' annual report.

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

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

in preparing the trustees' annual report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities set out in the trustees' annual report, the trustees (who are also the directors of the charitable company 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's members as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent

permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Joanna Pittman (Senior statutory auditor)

Date

for and on behalf of Sayer Vincent LLP, Statutory Auditor
Invicta House, 108-114 Golden Lane, LONDON, EC1Y 0TL