

**Charity Number: 1007625**

**Company Number: 02193270**

**Leeds Mind**

**(A Company Limited by Guarantee)**

**Annual Report and Financial Statements**

**For the year ended 31 March 2022**

Affiliated to Mind  
[www.leedsmind.org.uk](http://www.leedsmind.org.uk)

Registered Charity - Number 1007625

Registered in England - Number 02193270

Registered Office:  
Clarence House  
11 Clarence Road  
Horsforth  
Leeds  
LS18 4LB



# Leeds Mind

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# Leeds Mind

## Charity Information

Trustees	Linda Grant Paul Cunningham Edward Bellamy Sarah Bronsdon David Gee Andy Graham Bev Harrison Toby Rake Rebecca Lasseko Luke Barrett Sarah Moore Ayesha Akram Mario Caswell Fiona Venner Kathryn Lupton Jen Murgatroyd	Chair Resigned 9 <sup>th</sup> December 2021  Treasurer  Resigned 9 <sup>th</sup> December 2021 Resigned 9 <sup>th</sup> December 2021  Resigned 9 <sup>th</sup> December 2021 Appointed 9 <sup>th</sup> December 2021 Appointed 9 <sup>th</sup> December 2021 Appointed 9 <sup>th</sup> December 2021 Appointed 9 <sup>th</sup> December 2021 Appointed 17 <sup>th</sup> March 2022
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**Company Secretary** Helen Kemp

The members of the senior leadership team at 31 March 2022 were:

Helen Kemp	Chief Executive
Eloise Bell	Head of People and Culture
Uzma Younus	Head of Finance and IT
Kate Goldring	Business Development Director (resigned 30 <sup>th</sup> June 2022)
Lucy Hancock	Operations Director

**Charity number** 1007625

**Company number** 02193270

**Principal and registered office** Clarence House  
11 Clarence Road  
Horsforth  
Leeds  
LS18 4LB

**Auditor** Azets Audit Services Limited  
33 Park Place  
Leeds  
LS1 2RY

**Bankers** Unity Trust Bank  
Nine Brindley Place  
Birmingham  
B1 2JB

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022

The Trustees are pleased to present their annual report together with the financial statements of the charity for the year ended 31 March 2022, the annual report is also prepared to meet the requirements for a Directors' report and Financial Statements for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

### Reference and Administrative Details

The Charity Information page forms part of this report.

### Structure, Governance and Management

Leeds Mind was founded in 1972. The company is incorporated under The Companies Act as a company limited by guarantee and is governed by a memorandum and articles of association which outline the objects and powers of the company. The company is a registered charity and operates as a non-profit making organisation.

As a company limited by guarantee Leeds Mind has no share capital. Leeds Mind is affiliated to Mind - The National Association for Mental Health (NAMH). Mind assures the organisational quality of the network by using the robust quality assurance framework, the Mind Quality Mark. Leeds Mind was assessed against this Quality Mark in March 2018 and the review team found that we had met the requirements in all twenty four of the standards. There is now an annual self-assessment against these standards to ensure that all the quality markers are kept up to date. The next full assessment will be in Autumn 2022.

All Directors of the company are also Trustees of the charity and there are no other Trustees. The Trustees who served during the period under review are set out on page 1. Directors and Trustees of the charity are appointed in accordance with the articles of association. Trustees retire at the end of their tenure which is for an initial period of three years at the Annual General Meeting and are eligible for a further two re-elections.

The Board of Trustees, the governing body of the organisation, is composed of up to 18 elected members who are both Trustees of the charity and Directors of the company, there are currently twelve Trustees. The Board meets quarterly and the senior leadership team attend the meetings for accountability and reporting purposes. There are four committees of the Board which meet quarterly throughout the year and they are responsible for Finance, Quality and Performance, People Development and Business Development. A Remuneration Committee meets annually to review the salaries of the senior leadership team.

The Board generally seeks to recruit members who, as well as having the required skills for the governance of a charity, also have lived experience of mental health difficulties.

New Trustees are recruited through an open recruitment process. They are given an overview of the organisation by the Chief Executive. This covers: the duties of Board members, funding sources, the structure of the organisation, and plans for the current year and beyond. All new Trustees attend the Leeds Mind Induction and they are also offered a general tour of the different services and their premises. External training in the role of Trustees is provided as necessary.

The Board agrees the strategy and direction of Leeds Mind, and delegates the day-to-day management of the organisation and the provision of services to paid staff and volunteers who work under the authority of the Chief Executive and the senior leadership team.

All staff, including the senior leadership team are paid on the NJC pay scales. Pay levels are benchmarked regularly against other providers and similar roles in Leeds. Any changes to grading are agreed by the People Development committee of the Board.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Risk management

The Trustees have carried out ongoing assessments of the company's activities setting out the major opportunities available to the company and the risks to which it is exposed. These risks are identified in the risk register and are risk assessed.

The principal risks and uncertainties faced by the charity at the time of writing are as follows:

- The short term nature of some statutory and trust funding which leads to uncertainty for both the staff and the organisation.
- Rebuilding voluntary income which was reduced during the COVID pandemic due to the cancellation or postponement of mass participation events.
- High staff turnover due to the current economic climate which leads to the loss of knowledge and experience.
- Reputational risk associated with the Mind brand.
- Non compliance with safe guarding processes and procedures. There is a safeguarding practice group that meets regularly and there is a trustee who has taken on the role as safeguarding lead as mitigations against this risk.

The Trustees have considered their responsibilities under legislation including health and safety, employment law and safeguarding. Systems and procedures have been implemented to manage specific risks that have been identified, including training for all appropriate persons as necessary. A risk appetite statement is agreed by the Trustees annually.

### Objectives and Activities

Leeds Mind is a registered charity. The charity's objectives as set out in the memorandum and articles of association are to promote the preservation of good mental health and to relieve the needs of people with mental health difficulties by working to increase the understanding of mental health. The area of benefit is Yorkshire.

The aims, objectives and activities of the charity are reviewed regularly, and achievements assessed. When reviewing these and in planning future activities, the Trustees have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission. The current strategy runs for three years from 2019 to 2022. This strategy sets out three strategic objectives; we will make mental health everyone's business, we will be person centred and responsive and we will thrive and innovate. A new strategy covering the years 2022-2025 has been launched in June 2022.

During the year to 31 March 2022 services were delivered in the following areas; Employment, Peer Support, Counselling, Befriending, Suicide Bereavement Services, Creative Arts, Social Prescribing and Leeds Mind is a strategic partner in the Leeds community based mental wellbeing service, Live Well Leeds. Leeds Mind secured funding in the year to expand its support to Young People.

The Employment Service, which operates under the name of WorkPlace Leeds, supports clients in finding paid work, training and education, volunteering and work placements. Support and advocacy are also provided to enable people in work to retain their jobs through the job retention service. An IT training suite helps people gain appropriate skills. These services are delivered in close collaboration with the Leeds clinical commissioning group, the Leeds and York Partnership NHS Trust and Leeds City Council and also supports wider partnership working across Leeds. During the year the service transitioned to an Individual Placement and Support (IPS) service.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Objectives and Activities (continued)

Our Peer Support Service offers skills workshops and courses, support groups and activity groups to help people develop skills to better manage their mental health. They are delivered by a team of staff and volunteers who have their own lived experience of mental health difficulties. Peer support is delivered both in the community and in statutory settings.

We deliver the Leeds Suicide Bereavement Service and the West Yorkshire Suicide Bereavement Service, a postvention service hosted in partnership with Leeds Survivor Led Crisis Service. The service works with all people who have been affected by suicide in their lives.

Our Counselling Service offers one to one support through an affordable route or through private practice. The aim of the private practice sessions is to fund the low cost sessions. The service is delivered by volunteer and paid counsellors all offering a person centred approach.

The Befriending Services offers a one to one service for people over fifty living in Leeds who are suffering with mental health difficulties.

The Creative Arts service is delivered across Leeds in community venues to increase the number of people we can support. The Inkwell building closed in July 2022. The Inkwell service seeks to engage, stimulate and absorb all abilities through creative activity. Users develop life skills such as teamwork and problem solving leading to increased confidence and improved wellbeing.

Leeds Mind has delivered support to young people through our THRU peer support service. Funding was secured during the year to expand our support and a Young Person's lead was recruited in March 2022.

Social Prescribing is an alternative to a medical prescription and is a community based intervention. The services offer people the opportunity to improve and enhance their day to day lives by connecting them to groups and services within their local community. Leeds Mind is a lead delivery partner in the city wide service Linking Leeds.

Live Well Leeds is a community based wellbeing service in Leeds. The service is led by Touchstone with Leeds Mind as a strategic partner delivering one to one and group work across the City.

Performance reports are provided on a regular basis to the commissioners of the services, demonstrating how the funds are used to make a difference to people using our services. The focus is on recovery and community engagement, and there are regular reviews on the best tools to measure client journeys. The Outcome Star, Work Star and the Warwick-Edinburgh Mental Wellbeing Scale (WEMWBS) are key measurement tools.

We continue to deliver high quality training to a wide range of employers. We deliver the accredited Mental Health First Aid and also bespoke courses to improve the mental health and wellbeing in the workplace.

We are an active member of Forum Central, the alliance of all voluntary sector organisations in Leeds. We are also the Mindful Employer lead for Leeds and coordinate an active network of employers in the City with the aim of fostering positive attitudes to mental health in the workplace.

### Staff and volunteers

We would like to record our thanks to the highly skilled staff team who show so much dedication and commitment to their work and to Leeds Mind.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Staff and volunteers (continued)

We are also very fortunate to work with around 70 excellent and committed volunteers, in addition to our Trustees. They are active all around the organisation but particularly so in our Befriending, Peer Support, Counselling, Social Groups and Administration services. Without their continued support it would not be possible to continue to offer the same high level of service. We are proud to have achieved the Investors in Volunteers standard reflecting the support and opportunities we provide to our volunteers.

Leeds Mind has robust recruitment processes, including the use of Disclosure and Barring Service checks for staff and volunteers.

Applications for employment by disabled persons are always fully considered and it is a desirable characteristic for employees to have lived experience of mental health difficulties in all our job advertisements. In the event of an employee becoming disabled then every effort is made to ensure that their employment can continue through putting into place reasonable adjustments.

Leeds Mind places considerable value on the involvement of employees and volunteers and has continued to keep them informed on matters affecting them and the organisation. This is achieved through a monthly newsletter, three whole organisation staff meetings each year, volunteer forums and monthly team meetings. A Wellbeing Group ensures the and promote the wellbeing of all our staff and volunteers. This has been particularly important during the past two years when staff have been working remotely and more initiatives have been put in place to ensure staff and volunteers feel supported and part of Leeds Mind.

### Achievements and performance

The last year has once again been dominated by the COVID pandemic. We have responded to the changes in government guidance and ensured that our buildings are safe for staff, volunteers and clients to return to. We have now adopted hybrid working and staff work a minimum of two days a week in the office. We offer both face to face and virtual support for clients based upon client choice. The pandemic has continued to have a significant impact on our levels of voluntary income due to confidence in the community and the postponement of some events.

The effect of the last two years has continued to have a detrimental effect on the mental health of the population. Demand for mental health services is increasing and we have supported 2,138 unique people during the year, and had over 6,500 client appointments. Clients say their experience of Leeds Mind is positive with the majority saying that they would recommend Leeds Mind to family and friends. Feedback from clients included ‘‘I have managed to process and overcome trauma that I didn’t think was possible, a physical weight has been lifted off my shoulders’’ and ‘‘the members of staff are wonderful and kind’’.

This was the final year of the delivery of our strategic plan 2019 – 2022 and our business planning and priorities were based around our three strategic objectives:

- 1. We will make mental health everyone’s business** – by raising awareness and reducing stigma around mental health and putting Leeds Mind at the heart of mental health in the City.

#### **We have done this by:**

- Working with more than 2,000 people across the City.
- Developing our workplace wellbeing offer and offering employers both face to face and virtual training. This has led to our most successful year in training.
- Increasing the number and diversity of the members of the Mindful Employer steering group and increased members of the network. We send a monthly newsletter and hold regular events throughout the year.
- Launching our new accessible website incorporating the new Mind branding.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Achievements and performance (continued)

**2. We will be person centred and responsive** – by putting people at the centre of our organisation, delivering high quality and inclusive support through understanding the needs of our communities.

**We have done this by:**

- Embedding client involvement through our Impact Group ensuring that people using our services are part of shaping and developing our organisation. Our client engagement group has met regularly and fed into the recruitment of our new trustees.
- The Equality, Diversity and Inclusion Group has developed an action plan following our external audit last year. The group meets regularly, and we have held lunch and learn events and developed training for staff.
- Implemented hybrid working which balances the needs of our staff and clients and ensures we can offer a timely service in the best way for our clients.
- Increased the number of people we support through creative arts by delivering in community venues across the City and on the in patient wards.

**3. We will thrive and innovate** – by ensuring we are here for the long term through our forward thinking approach to services.

**We have done this by:**

- Maximising our voluntary income through new and innovative campaigns and events.
- Successfully applying for trust and foundation funding to bridge the shortfall in voluntary income and enable us to continue delivering our self commissioned services.
- Submitted bids with Mind in Bradford as West Yorkshire Mind and planned to appoint two posts across both organisations to increase income and ensure closer collaboration.
- Improved our outcomes monitoring and reporting to demonstrate the difference we make and producing an Impact Report for the first time.
- Reviewed our IT support and appointed new suppliers to ensure we are making the best use of our resources in this area.

### Support for Leeds Mind

We are delighted that so many individuals and organisations have chosen to make Leeds Mind the beneficiary of their fundraising. The donations enable us to progress projects which otherwise we could not fund and in particular support our programme of activities led by volunteers.

Leeds Mind could not exist without funding from our commissioners, trusts, individual donors, companies and other associations and we are grateful all for their support for our vital work.

### Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. Fundraising is defined as 'soliciting or otherwise procuring money or other property for charitable purposes. All amounts raised through fundraising in the year are presented within 'Donations and legacies' which includes donations from individual supporters, corporate supporters and legacies. We are extremely grateful to everyone who has donated or participated in events.

Leeds Mind does not use professional fundraisers, commercial participators or third parties to fundraise on our behalf. The day to day management of all income generated is managed internally by the staff team who act under authority delegated by the Trustees.

The charity is voluntarily bound to be regulated by the Fundraising Regulator and pays the appropriate levy. Leeds Mind complies with the Code of Fundraising Practice set out by the Fundraising Regulator.

We have not received any complaints in relation to our fundraising practice for the year under review.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Financial Review

Total income for the year was £3,195,224 (2021: £2,849,720), an increase of 12%. This is due to the increase in charitable activities income of 19.6%, an increase in training income from £29.5k to £59.2k and an additional £41k Kirklees contract for suicide bereavement services.

Expenditure in the year has also increased to £2,924,299 (2021: £2,843,269), an overall increase of 2.85% in line with new contracts starting. Expenditure is tightly controlled and was within budget for the year.

Overall Leeds Mind achieved a surplus for the year of £270,925 (2021: £6,524). This is made up of £28,800 surplus in unrestricted funds and £242,125 surplus in restricted funds.

### Principal Funding Sources

The main funding sources are the NHS in Leeds through the Clinical Commissioning Group and Public Health within Leeds City Council (LCC). Leeds Mind works closely with its commissioners and is grateful for their continuing support in a very difficult financial climate.

### Fixed Assets and Investments

The movements in fixed assets during the year are set out in note 10 to the financial statements. The Trustees have agreed that temporarily surplus funds should be invested in short term low-risk accounts with the highest possible rates of interest in the current climate. All investments are held in cash and there are no long term investments (over 12 months). Cash balances are reviewed by the Finance Committee regularly.

### Reserves Policy

Leeds Mind maintains an unrestricted cash reserve to cover any potential funding shortfall between the costs identified in the annual budget and the corresponding fundraising target for the year, the potential costs of staff notice and redundancy for a majority of staffing, the costs of leases on equipment, and any other short-term liabilities.

For 2021-22 the unrestricted reserves requirement is calculated as around £616k, with £639k being held at 31 March 2022. Leeds Mind also holds a designated reserve for 'inward investment' created by the Trustees to fund pilot projects or to continue projects where a gap in funding occurs.

In the event of closedown, Leeds Mind would cover all other closedown costs through liquidation of fixed assets in particular the Clarence House and De Lacey House buildings. This is expected to realise sufficient cash to cover all remaining liabilities.

Leeds Mind maintains sufficient cash at the bank to cover unrestricted reserves, restricted funds and deferred credit liabilities.

### Plans for the Future

Next year is the first year of our new strategy 2022 – 2025. We have spent the last year consulting on this with staff, volunteers, clients and stakeholders through face to face meetings, an online survey and virtual focus groups. The strategy was formally launched in June 2022. We have used the four strategic pillars in the co-produced Mind Federation strategy and used our feedback to make these relevant locally. We have held planning sessions with all the services and with the Trustees which have informed the business plan.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Plans for the future (continued)

Our new strategic plan 2022–2025 sets out our objectives under four strategic pillars and forms the basis for business planning across Leeds Mind. The main objectives for 2022/23 are set out below:

**1. We Connect Minds** – bringing people together to make change in our communities.

**We will do this by:**

- Moving Inkwell Arts to a full community based programme responding to local needs.
- Working collaboratively with Mind in Bradford to develop the West Yorkshire Mind offer starting with a fully integrated Business Development function.
- Developing new partnerships across the West Yorkshire region to deliver more services across a wider footprint and to work with corporate partners across the region.
- Developing our digital strategy.

**2. We Support Minds** – delivering life changing support.

**We will do this by:**

- Mobilising the new Young Person’s service through setting up a representative steering group with a plan to launch the service by the end of the calendar year.
- Increasing the diversity and membership of the Impact and client involvement groups.
- Increasing the number of clients we support with a particular focus on those from the most deprived areas.
- Developing an understanding of trauma informed working and how we can embed this at Leeds Mind.

**3. We Change Minds** – speaking out and making mental health everyone’s business.

**We will do this by:**

- Developing a communications strategy.
- Increasing the Mindful Employer network ensuring that the membership is more representative of our communities.
- Building on our collaboration with Mind in Bradford to increase our training reach across West Yorkshire.
- Building up a library of client stories to share and demonstrate our impact.

**4. Together, we are Leeds Mind** – working together to become a more inclusive and sustainable organisation.

**We will do this by:**

- Refreshing the values of Leeds Mind to ensure they are relevant to our new ways of working and that they underpin the culture and behaviours of the organisation.
- Embedding our new IT support contract to ensure that all staff have the best equipment and that they are able to perform their roles.
- Undertaking a property survey with staff, volunteers and clients to assess our estate requirements. This will then inform the preparation of a property strategy.
- Further developing our wellbeing strategy and staff support offer to improve our staff retention.

# Leeds Mind

## Report of the Trustees for the year ended 31 March 2022 (continued)

### Statement of the Responsibilities of the Trustees

Company law requires the Board to prepare financial statements for each financial period, which give a true and fair view of the state of affairs of the charitable company as at the end of the financial period and of the surplus or deficit of the charitable company for that period.

In preparing those financial statements the Board is required to:

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

### Statement of disclosure to the auditor

The trustees of the company who held office at the date of approval of this annual report confirm that:

- so far as they are aware, there is no relevant audit information, information needed by the company's auditors in connection with preparing their report, of which the charitable company's auditors are unaware; and
- they have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditors are aware of this information.

### Auditor

Azets Audit Services Limited were appointed as auditor to the company following their acquisition of the trade of Garbutt & Elliott Audit Limited on 1 December 2021. In accordance with section s487(2) of the Companies Act 2006 they are deemed reappointed annually.

### Small Company Rules

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies. It was approved by the Board of Trustees on *26/10/2022*.... and signed on its behalf by:

*L Grant*

Linda Grant  
**Chair of Trustees**

# Leeds Mind

## Independent Auditor's Report to the Members of Leeds Mind

### Opinion

We have audited the financial statements of Leeds Mind for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, the cash flow statement 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 UK Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (UK 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 2022 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with UK Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

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

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

# Leeds Mind

## Independent Auditor's Report to the Members of Leeds Mind

### 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' report (incorporating the strategic report and the Directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' report (incorporating the strategic report and the Directors' 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 Charity 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

### Responsibilities of the Trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees 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 they 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 Charity'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 Charity or to cease operations, or have no realistic alternative but to do so.

### Our 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

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](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

# Leeds Mind

## Independent Auditor's Report to the Members of Leeds Mind

### **Extent to which the audit was considered capable of identifying irregularities, including fraud**

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, through discussion with the trustees/directors and other management, and from inspection of the charitable company's regulatory and legal correspondence. We discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance during the audit.

The charitable company is subject to laws and regulations that directly affect the financial statements including financial reporting legislation (including related companies and charities legislation), pensions legislation, taxation legislation and further laws and regulations that could indirectly affect the financial statements, comprising data protection, health and safety, safeguarding and employment legislation. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any. These procedures did not identify any potentially material actual or suspected non-compliance.

To identify risks of material misstatement due to fraud we considered the opportunities and incentives and pressures that may exist within the charitable company to commit fraud. Our risk assessment procedures included: enquiry of trustees and other management to understand the high level policies and procedures in place to prevent and detect fraud, reading Board minutes and considering performance targets and incentive schemes in place for management. We communicated identified fraud risks throughout our team and remained alert to any indications of fraud during the audit.

As a result of these procedures we identified the greatest potential for fraud in the following areas:

- income recognition and in particular the risk that income is recognised in the wrong reporting period; and
- subjective accounting estimates.

Both fraud risks arise due to a desire to present the financial statements in a differing light to meet management objectives.

As required by auditing standards we also identified and addressed the risk of management override of controls.

We performed the following procedures to address the risks of fraud identified:

- identifying and testing high risk journal entries through vouching the entries to supporting documentation;
- assessing significant accounting estimates for bias; and
- testing the recognition of income and in particular that it was appropriately recognised or deferred.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

# Leeds Mind

## Independent Auditor's Report to the Members of Leeds Mind

### 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's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Azets Audit Services Limited*

**Jessica Lawrence**  
**Senior Statutory Auditor**

**For and on behalf of Azets Audit Services Limited**  
**Statutory Auditor**

31/10/2022

.....

33 Park Place  
Leeds  
LS1 2RY

## Leeds Mind

### Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Unrestricted funds £	Restricted funds £	Total funds 2021 £
<b>Income from:</b>							
Donations and legacies	2	243,046	201,565	444,611	257,325	300,876	558,201
Charitable activities	3	2,444,961	283,638	2,728,599	2,242,809	38,331	2,281,140
Other trading activities	4	20,424	-	20,424	8,315	-	8,315
Investment income – bank interest		1,590	-	1,590	2,064	-	2,064
<b>Total income</b>		<b>2,710,021</b>	<b>485,203</b>	<b>3,195,224</b>	<b>2,510,513</b>	<b>339,207</b>	<b>2,849,720</b>
<b>Expenditure on:</b>							
Fundraising	5	95,305	-	95,305	105,161	-	105,161
Charitable activities	6	2,585,916	243,078	2,828,994	2,385,061	353,047	2,738,108
<b>Total expenditure</b>		<b>2,681,221</b>	<b>243,078</b>	<b>2,924,299</b>	<b>2,490,222</b>	<b>353,047</b>	<b>2,843,269</b>
<b>Net income/(expenditure) for the year before other recognised gains/(losses)</b>	<b>8</b>	<b>28,800</b>	<b>242,125</b>	<b>270,925</b>	<b>20,291</b>	<b>(13,840)</b>	<b>6,451</b>
Realised and unrealised gains on investments	12	-	-	-	73	-	73
<b>Net movement in funds</b>		<b>28,800</b>	<b>242,125</b>	<b>270,925</b>	<b>20,364</b>	<b>(13,840)</b>	<b>6,524</b>
Total funds brought forward	15	1,242,473	54,870	1,297,343	1,222,109	68,710	1,290,819
<b>Total funds carried forward</b>	<b>15</b>	<b>1,271,273</b>	<b>296,995</b>	<b>1,568,268</b>	<b>1,242,473</b>	<b>54,870</b>	<b>1,297,343</b>

The Statement of Financial Activities complies with the requirements for an income and expenditure account under the Companies Act 2006 and includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The notes on pages 17 to 31 form part of these financial statements.

# Leeds Mind

## Balance Sheet as at 31 March 2022

		2022		2021	
	Note	£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	10		382,313		399,470
<b>Current Assets</b>					
Debtors	11	612,124		424,204	
Investments	12	294		294	
Cash at bank and in hand		865,804		851,671	
		1,478,222		1,276,169	
<b>Creditors</b>					
Amounts falling due within one year	13	(292,267)		(378,296)	
<b>Net Current Assets</b>			1,185,955		897,873
<b>Net Assets</b>			1,568,268		1,297,343
<b>Funds</b>					
<b>Restricted funds</b>	15		296,995		54,870
<b>Unrestricted funds:</b>					
Designated funds	15	632,313		599,470	
General funds	15	638,960		643,003	
Total unrestricted funds		1,271,273		1,242,473	
<b>Total Funds</b>			1,568,268		1,297,343

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and were approved by the Board and signed on its behalf.

*L Grant*

26/10/2022

Linda Grant  
**Chair of Trustees**

The notes on pages 17 to 31 form part of these financial statements.

**Company registration number: 02193270**

# Leeds Mind

## Statement of Cash Flows for the Year Ended 31 March 2022

	Note	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Net cash provided by / (used in) operating activities	<b>21</b>	12,543	(18,838)
<b>Cash flows from investing activities</b>			
Dividends and interest from investments		1,590	2,064
Net cash provided by investing activities		1,590	2,064
<b>Change in cash and cash equivalents in the year</b>			
Cash and cash equivalents at the beginning of the year		851,671	868,445
<b>Cash and cash equivalents at the end of the year</b>		<b>865,804</b>	<b>851,671</b>

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022

### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### Company Information

Leeds Mind is a Company Limited by Guarantee and is also a registered charity. The registered office is Clarence House, 11 Clarence Road, Horsforth, Leeds, LS18 4LB.

Each member of the company has undertaken to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member.

#### Basis of preparation of the financial statements

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their Financial Statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Companies Act 2006 and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £1.

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

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

#### Going concern

The Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

#### Income

Income is included in the Statement of Financial Activities ("SoFA") when the charity has established entitlement and the amount can be quantified with reasonable accuracy.

Donations and legacies, which include grants, are included in the SoFA when it is probable that the funds will be received and that they can be measured with sufficient reliability.

Grants, including grants for the purchase of fixed assets, are recognised in full in the SoFA in the period in which they are receivable.

The value of services provided by volunteers is not included.

Trading and investment income is accounted for on an accruals basis.

Where income is received specifically for expenditure in a future accounting period that amount is deferred.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 1. Accounting Policies (continued)

#### Expenditure

Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.

Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.

Support costs comprise all non-attributable costs including Finance, Human Resources, Information Technology and Administration. These costs have been allocated across activities either directly or based on usage as set out in note 7.

#### Staff costs

The costs of short term employee benefits are recognised as a liability and an expense where settlement of obligations does not fall within the same period.

#### Fund accounting

Funds held by the charity are either:

**General funds** – are unrestricted funds comprising donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose.

**Designated funds** - are unrestricted funds earmarked by the Trustees for particular purposes.

**Restricted funds** - are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

#### Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation, individual tangible assets are capitalised if costing in excess of £5,000. Depreciation is provided at the following annual rates in order to write off fixed assets, less their residual value, over their estimated useful lives as follows:

Freehold buildings	50 years straight line
Fixtures, fittings and computer equipment	3 years straight line

Freehold land is not depreciated.

#### Financial instruments

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

#### Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity held for working capital. Any bank overdrafts are shown within borrowings in current liabilities.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 1. Accounting Policies (continued)

#### Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid.

Financial assets, other than those held at fair value through profit and loss, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. Any impairment loss is recognised in the income and expenditure account.

#### Creditors, loans and provisions

Creditors, loans and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors, loans and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial liabilities are only derecognised when, and only when, the charity's obligations are discharged, cancelled or they expire.

Amounts recognised as provisions are best estimates of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

#### Pension costs

The charity operates defined contribution pension arrangements for its employees. Amounts due are recognised as an expense in the SoFA when they fall due for payment.

#### Operating leases

Rentals payable under operating leases, including any lease incentives received, are charged to the SoFA on a straight line basis over the lease term.

#### Critical Accounting Estimates and Judgements

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

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

The estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are outlined below.

#### Allocation of Support Costs

Support costs have been allocated to charitable activities on the basis of a reasonable estimate based on income.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 2. Donations and Legacies

	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
Donations	239,015	-	239,015	222,946	-	222,946
National Mind	-	108,169	108,169	-	114,800	114,800
BLC Horizons Grant	-	-	-	-	10,000	10,000
Big Lottery Fund: Outdoors Active & Well	-	2,188	2,188	-	8,750	8,750
Leeds Community Foundation Men'd	-	23,374	23,374	-	-	-
LCC small business COVID	-	42,373	42,373	-	18,000	18,000
Co-op	-	-	-	-	8,144	8,144
Health Education England	-	-	-	-	17,425	17,425
The Julia and Hans Rausing Trust	-	1,500	1,500	-	54,970	54,970
Leeds Older Peoples Forum: Time to Shine Befriending	-	-	-	-	50,777	50,777
BUPA	-	13,267	13,267	-	-	-
Coronavirus Job Retention Scheme	4,031	-	4,031	34,379	-	34,379
Various other small grants	-	10,694	10,694	-	18,010	18,010
	243,046	201,565	444,611	257,325	300,876	558,201

The Charity benefits greatly from the involvement and enthusiastic support of a number of volunteers. In accordance with FRS 102 the economic contribution of volunteers is not recognised in the financial statements.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 3. Income from Charitable Activities

	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
Sale of art materials and artwork	215	-	215	198	-	198
Craft Café income	-	-	-	14	-	14
LCC Adult Social Care	363,803	-	363,803	405,526	-	405,526
Leeds CCGs	1,365,926	60,000	1,425,926	1,185,085	-	1,185,085
SWYFT Suicide Prevention	-	46,000	46,000	-	-	-
Manny Cussins Foundation	-	95,041	95,041	-	-	-
Co-op resilience	-	29,474	29,474	-	-	-
Masonic funding – befriending	-	49,123	49,123	-	-	-
LYPFT	162,497	-	162,497	159,949	-	159,949
Bradford District Care Trust	-	-	-	8,000	-	8,000
Training	59,210	-	59,210	29,700	-	29,700
Consultancy	2,940	-	2,940	-	-	-
Counselling and other client income	25,043	-	25,043	22,702	-	22,702
Linking Leeds - Contract	384,546	-	384,546	347,079	-	347,079
North Yorkshire Hospice Care	49,873	-	49,873	35,184	-	35,184
NHS Health England	19,544	-	19,544	43,278	-	43,278
Peer Support	-	-	-	-	34,731	34,731
Other Income	11,364	4,000	15,364	6,094	3,600	9,694
	2,444,961	283,638	2,728,599	2,242,809	38,331	2,281,140

### 4. Other Trading Activities

	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
Fundraising events income	4,060	-	4,060	1,460	-	1,460
Room hire	-	-	-	(1,116)	-	(1,116)
Shop income	16,364	-	16,364	7,971	-	7,971
	20,424	-	20,424	8,315	-	8,315

### 5. Fundraising

	Unrestricted funds £	Restricted funds £	2022 Total £	Unrestricted funds £	Restricted funds £	2021 Total £
Staff Costs (Note 9)	95,305	-	95,305	105,161	-	105,161

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 6. Expenditure on Charitable Activities

For the year ended 31 March 2022	Basis of allocation	Peer Support £	Wellbeing £	Employment £	Social Prescribing £	Total 2022 £
<b>Costs directly allocated to activities:</b>						
Staff and agency staff costs	Direct	297,156	517,564	707,915	275,516	1,798,151
Total staff costs	Direct	297,156	517,564	707,915	275,516	1,798,151
Staff travel, training and other costs	Direct	5,136	12,199	6,897	230	24,462
Sub-contractor costs	Direct	12,740	39,550	72,850	66,584	191,724
Volunteer expenses	Direct	5	(29)	105	-	81
Events & Meetings	Direct	8,372	3,180	3,857	-	15,409
Client activities	Direct	32	2,648	5,597	-	8,277
Building costs	Direct	-	8,758	136	-	8,894
IT costs	Direct	3,913	10,182	15,926	3,143	33,164
Office costs	Direct	3,626	4,620	8,199	368	16,813
Support costs <b>(Note 7)</b>	Income	100,334	216,273	308,756	106,656	732,019
		431,314	814,945	1,130,238	452,497	2,828,994

For the year ended 31 March 2021	Basis of allocation	Peer Support £	Wellbeing £	Employment £	Social Prescribing £	Total 2021 £
<b>Costs directly allocated to activities:</b>						
Staff and agency staff costs		363,598	450,378	732,079	211,436	1,757,491
Total staff costs		363,598	450,378	732,079	211,436	1,757,491
Staff travel, training and other costs	Direct	5,052	7,922	11,758	901	25,633
Sub-contractor costs	Direct	-	63,270	72,850	-	136,120
Volunteer expenses	Direct	105	-	14	-	119
Special events	Direct	315	7,596	10,141	-	18,052
Client activities	Direct	3,282	1,811	925	-	6,018
Building costs	Direct	-	6,910	37	-	6,947
Rent, rates and utilities	Direct	-	(579)	-	-	(579)
IT costs	Direct	6,662	6,606	24,190	19,454	56,912
Office costs	Direct	24	2,266	7,666	-	9,956
Support costs <b>(Note 7)</b>	Income	129,220	176,267	314,970	100,982	721,439
		508,258	722,447	1,174,630	332,773	2,738,108

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 7. Analysis of Governance and Support Costs

For the year ended 31 March 2022	Basis of allocation	General support £	Governance £	Total 2022 £
<b>Costs directly allocated to activities:</b>				
Staff and agency staff costs <b>(Note 9)</b>	Income	405,062	24,108	429,170
Staff costs other	Income	15,737	-	15,737
Volunteer costs	Income	441	-	441
General office and admin costs	Income	67,614	-	67,614
Building and maintenance costs	Income	49,948	-	49,948
Rent, rates and utilities	Income	47,808	-	47,808
IT costs	Income	90,789	-	90,789
Legal and professional fees	Income	-	13,355	13,355
Depreciation	Direct	17,157	-	17,157
		694,556	37,463	732,019

For the year ended 31 March 2021	Basis of allocation	General support £	Governance £	Total 2021 £
<b>Costs directly allocated to activities:</b>				
Staff and agency staff costs <b>(Note 9)</b>	Income	403,284	20,809	424,093
Staff costs other	Income	13,099	-	13,099
General office and admin costs	Income	60,332	-	60,332
Building and maintenance costs	Income	42,144	-	42,144
Rent, rates and utilities	Income	48,799	-	48,799
IT costs	Income	78,834	-	78,834
Legal and professional fees	Income	-	19,817	19,817
Depreciation	Direct	34,321	-	34,321
		680,813	40,626	721,439

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 8. Net Income/(Expenditure) for the Year

This is stated after charging:	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Auditor's remuneration:		
Audit fees	6,320	5,850
Financial Statements preparation	2,200	1,000
Depreciation of tangible fixed assets	17,157	34,321

### 9. Information Regarding Employees and Trustees

The average monthly number of employees during the year was as follows:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Wellbeing	27	36
Employment services	27	29
General support / central services	19	16
Social Prescribing	12	9
Peer Support	13	11
	98	101

Staff costs during the year were as follows:	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	1,986,181	1,967,501
Employer's NI	155,373	156,762
Pension costs	145,849	155,151
Temporary staff	35,223	7,331
	2,322,626	2,286,745

No employee earned £60,000 or more during the year (2021: none).

None of the Trustees received remuneration for their services during the year (2021: none).

No Trustees were reimbursed expenses during the year (2021: £nil).

Wages and salaries include £13,843 (2021: £nil) in respect of redundancy payments.

The key management personnel of Leeds Mind are the Trustees, the Chief Executive, the Operations Director, the Finance Manager, People and Culture Manager and the Business Development Director. The total employee benefits of the key management personnel of the charity were £244,550 (2021: £237,991).

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 10. Tangible Fixed Assets

	Freehold land and buildings	Fixtures, fittings and equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2021 & 31 March 2022	1,143,782	136,867	1,280,649
<b>Depreciation</b>			
At 1 April 2021	744,312	136,867	881,179
Charge for the year	17,157	-	17,157
At 31 March 2022	761,469	136,867	898,336
<b>Net book value</b>			
At 31 March 2022	382,313	-	382,313
At 31 March 2021	399,470	-	399,470

The freehold land and buildings are De Lacey House and Clarence House.

Under the terms of a legal charge and associated grant agreements dated November 1996, if De Lacey House were to be sold, the first £275,000 of any proceeds would be paid to Leeds City Council to repay grants provided by the Council to initially acquire the property.

Under the terms of a legal charge dated April 2003 and the associated capital funding agreement dated December 2002, if Clarence House were to be sold, the funder NHS Leeds would be entitled to a repayment no less than their initial capital fund contribution of £265,000.

It is the current intention of the Board that both buildings will continue to be used for the delivery of mental health services.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 11. Debtors

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade debtors	582,756	415,852
Prepayments and accrued income	29,368	8,352
	<b>612,124</b>	<b>424,204</b>

### 12. Investments

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Listed investments</b>		
Market value at 1 April 2021	294	221
Unrealised gain on investments	-	73
Market value at 31 March 2022	294	294

### 13. Creditors: Amounts Falling Due Within One Year

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	36,553	19,727
Payroll liabilities	33,904	46,737
Accruals and other creditors	94,579	57,795
Deferred income ( <b>Note 14</b> )	127,231	254,037
	<b>292,267</b>	<b>378,296</b>

### 14. Deferred Income

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
At 1 April 2021	254,037	226,348
Amount released to income	(242,203)	(117,021)
Amount deferred in the year	115,397	144,710
At 31 March 2022	127,231	254,037

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 15. Movement in Funds

As at 31 March 2022	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
<b>Restricted funds</b>					
National Mind Grants	10,761	108,169	(76,095)	-	42,835
BLC Horizons Grant	5,778	2,188	(7,966)	-	-
DHSC – Department of Health and Social Care	-	23,374	(23,374)	-	-
Inkwell	-	60,000	-	-	60,000
SWYFT Suicide Prevention	-	46,000	-	-	46,000
LCC – Small Business COVID Grant	-	42,373	(42,373)	-	-
Co-op	-	29,474	(17,902)	-	11,572
The Julia and Hans Rausing Trust	-	1,500	(1,500)	-	-
Leeds Older People's Forum: Time to Shine Befriending	-	49,123	(12,281)	-	36,842
Manny Cussins Foundation	-	95,041	(2,895)	-	92,146
Peer Support	34,731	-	(34,731)	-	-
BUPA	-	13,267	(13,267)	-	-
Other income	-	4,000	-	-	4,000
Various Small Grants	3,600	10,694	(10,694)	-	3,600
<b>Total restricted funds</b>	<b>54,870</b>	<b>485,203</b>	<b>(243,078)</b>	<b>-</b>	<b>296,995</b>
<b>Unrestricted funds</b>					
<b>Designated</b>					
Designated - Freehold land and buildings	399,470	-	(17,157)	-	382,313
Designated - Inward investment	200,000	-	-	50,000	250,000
Total designated	599,470	-	(17,157)	50,000	632,313
<b>General</b>	<b>643,003</b>	<b>2,710,021</b>	<b>(2,664,064)</b>	<b>(50,000)</b>	<b>638,960</b>
<b>Total unrestricted funds</b>	<b>1,242,473</b>	<b>2,710,021</b>	<b>(2,681,221)</b>	<b>-</b>	<b>1,271,273</b>
<b>Total funds</b>	<b>1,297,343</b>	<b>3,195,224</b>	<b>(2,924,299)</b>	<b>-</b>	<b>1,568,268</b>

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 15. Movement in Funds (continued)

As at 31 March 2021	Balance at 1 April 2020	Income	Expenditure	Gains	Balance at 31 March 2021
	£	£	£	£	£
<b>Restricted funds</b>					
National Mind Grants	17,461	114,800	(121,500)	-	10,761
National Lottery Loneliness Fund	-	10,000	(10,000)	-	-
BLC Horizons Grant	5,778	8,750	(8,750)	-	5,778
LCC – Small business COVID grant	-	18,000	(18,000)	-	-
Leeds Community Foundation: Men’s Suicide Prevention Service	12,494	-	(12,494)	-	-
Co-op	-	8,144	(8,144)	-	-
The Julia and Hans Rausing Trust	-	54,970	(54,970)	-	-
NHS Health Education England	-	17,425	(17,425)	-	-
Peer Support	-	34,731	-	-	34,731
Various small grants	-	21,610	(18,010)	-	3,600
Leeds Older People’s Forum: Time to shine befriending	32,977	50,777	(83,754)	-	-
<b>Total restricted funds</b>	<b>68,710</b>	<b>339,207</b>	<b>(353,047)</b>	<b>-</b>	<b>54,870</b>
<b>Unrestricted funds</b>					
<b>Designated</b>					
Designated - Freehold land and buildings	416,626	-	(17,156)	-	399,470
Capital IT Infrastructure	17,165	-	(17,165)	-	-
Designated - Inward investment	200,000	-	-	-	200,000
Total designated	633,791	-	(34,321)	-	599,470
<b>General</b>	<b>588,318</b>	<b>2,510,513</b>	<b>(2,455,901)</b>	<b>73</b>	<b>643,003</b>
<b>Total unrestricted funds</b>	<b>1,222,109</b>	<b>2,510,513</b>	<b>(2,490,222)</b>	<b>73</b>	<b>1,242,473</b>
<b>Total funds</b>	<b>1,290,819</b>	<b>2,849,720</b>	<b>(2,843,269)</b>	<b>73</b>	<b>1,297,343</b>

### Purpose of restricted funds

#### Mind:

- Next steps – providing ongoing job retention support to clients to help sustain employment.
- BBS family worker - to provide postvention support to family groups in Leeds who have been bereaved by suicide, thereby preventing further suicides.
- Blue Light – to develop support / training for members of the emergency services.
- Side by Side – for one to one support and coaching to support the development of peer support within the community.

**BLC Horizons grant** - to develop and deliver peer support skills groups for people experiencing or at risk of hardship crisis, working in partnership with Better Leeds Communities (providing 1:1 advice) and Age UK (providing 1:1 advocacy).

**DHSC – Department of Health and Social Care** – to meet the increased need for suicide prevention services because of the pandemic and to enhance support service provision to people at risk of suicide.

**SWYFT Suicide Prevention**– funding to develop and subsequently deliver a service of financial wellbeing support.

**LCC – Small business COVID grant** - Businesses in Leeds were given helping hand as the city aims to build back stronger than ever from the economic effects of the COVID-19 pandemic. Funds to cover Inkwell cost.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 15. Movement in Funds (continued)

#### Purpose of restricted funds (continued)

**Co-op** - From Co-op Foundation to help young people support each other during bereavement, will use the funding for Leeds Bereaved by Suicide service, expect to support young people throughout the project.

**The Julia and Hans Rausing Trust** – The grant is for core costs and overheads of Leeds Mind and cannot be used for any other purpose without prior consent of The Trust.

**Leeds Older People's Forum – Time to Shine Befriending:** for the delivery of a social support and befriending service for people aged 50+ who are experiencing mental health difficulties and high levels of social isolation.

**Peer Support** - CCG have confirmed they are happy for all of the Converge funds to be used to support the peer support delivery.

**Bupa** – funding to support men in Leeds struggling with social isolation and or mental health difficulties.

**NHS Health Education England** – To fund Peer Support Worker and Supervisor Trailblazer 5 x Peer Support Worker grants at £3,485 per peer support worker = £17,425

#### Purpose of designated funds

The designated property fund represents the net book value of the two buildings owned by the charity which are used to deliver services.

The inward investment designated fund of £250,000 was created by the Trustees to fund pilot projects or to continue projects where a gap in funding occurs.

### 16. Analysis of Net Assets by Fund

As at 31 March 2022	Tangible fixed assets £	Net current assets £	Total £
<b>Restricted funds</b>	-	296,995	296,995
<b>Unrestricted funds</b>			
General	-	638,960	638,960
Designated	382,313	250,000	632,313
	382,313	1,185,955	1,568,268

As at 31 March 2021	Tangible fixed assets £	Net current assets £	Total £
<b>Restricted funds</b>	-	54,870	54,870
<b>Unrestricted funds</b>			
General	-	643,003	643,003
Designated	399,470	200,000	599,470
	399,470	897,873	1,297,343

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 17. Commitments

As at 31 March 2022 the charity had total commitments under non-cancellable operating leases as follows:

	Land and buildings		Office equipment		Motor vehicles	
	2022	2021	2022	2021	2022	2021
	£	£	£	£	£	£
Expiry date:						
Within one year	9,333	28,000	21,790	8,904	454	986
Between one and five years	-	10,667	42,063	13,387	-	-
	9,333	38,667	63,853	22,291	454	986

### 18. Taxation

Leeds Mind is a registered charity and as such is a charity within the meaning of schedule 6 of the Finance Act 2010. Accordingly, it is potentially entitled to tax exemption under part 11 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising.

### 19. Related Party Transactions

During the year the Charity was involved in a partnership with Leeds Survivor-Led Crisis Service, a charity in which Helen Kemp, the Chief Executive of Leeds Mind, is a Trustee. Payments for services provided as part of this partnership totalled £27,638 (2021: £40,893) during the year. At the year end there was a creditor balance of £6,842 (2021: £nil).

Helen Kemp is a Trustee of Phoenix Health & Wellbeing, a charity. Various payments to Phoenix Health & Wellbeing for room hire and services totalled £2,270 (2021: £4,045).

Helen Kemp is a Trustee of Mind Matters (Trading Activities) Ltd. In the year ended 31 March 2022, £16,538 has been recognised as income from Mind Matters (2021: £7,971). At the year end there was a balance due from Mind Matters (Trading Activities) Ltd of £24,509 (2021: £7,971).

Helen Kemp is a director of Volition Leeds. During the year, income was received from Volition Leeds totalling £500 (2021: £nil).

Ed Bellamy is a Trustee of Leeds Mind and a paid staff member of Egton, which is a trading division of Egton Medical Information Systems Ltd. Egton provided Leeds Mind with IT services worth £37,997 (2021: £18,676). At the year end there was a balance owing to Egton of £2,439 (2021: £nil).

Rebecca Lasseko is a director of BCC Leeds Training. During the year, payments were made to BCC Leeds Training totalling £2,204 (2021: £234).

### 20. Pension Costs

The charity contributes to a defined contribution scheme through Royal London. The cost to the charity in the year was £145,849 (2021: £155,151). At the year end £402 (2021: 12,969) was outstanding.

# Leeds Mind

## Notes to the Financial Statements for the year ended 31 March 2022 (continued)

### 21. Reconciliation of Net Movement in Funds to Net Cash Flow from Operating Activities

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net movement in funds	270,925	6,524
Depreciation charges	17,157	34,321
(Gains) on investments	-	(73)
Investment income	(1,590)	(2,064)
(Increase) in debtors	(187,920)	(102,557)
Increase in creditors	(86,029)	45,011
	12,543	(18,838)

#### Analysis of changes in net funds

	<b>At 31 March</b>	<b>Cash flow</b>	<b>At 31 March</b>
	<b>2021</b>	<b>£</b>	<b>2022</b>
	<b>£</b>		<b>£</b>
Cash at bank and in hand	851,671	14,133	865,804

The charity had no debt in the year.