

MAINSTAY DRP

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

Objectives and activities

Mission, Vision, and Values

Our Vision

For any individual with a profound and multiple learning disability to lead a happy, healthy fulfilled life of independence within their local community. All whilst being given choice and support, enabling them to live their best life possible.

Our Mission

To co-produce a standard of care lead by the individuals we support in an inclusive meaningful manner, no matter the complexity of their needs, within a community of opportunity.

Our Values

Inclusiveness in the Community

Mainstay have created strong connections with the local community over the 20+ years in service. The individuals we support have been able to gain new skills and widen their interests. Joining a club or attending an event can make such an impact on an individual's independence, confidence, and sense of inclusion.

A Person Centred Approach

Here at Mainstay, we focus on ability not disability. We want to help them to open doors for themselves, find new ways to enhance the lives of the people we support, all whilst pushing the boundaries of societal assumptions.

Promotion of Choice

We push the boundaries that society has assumed for the individuals in our care. We support them to make informed choices within their life. Enabling them to live a fulfilled life that is true to their wishes. All whilst keeping them safe.

Focus on Happiness

The happiness of the individuals we support will always remain a key value of Mainstay. Creating choice, enabling control, and co-producing a happy life allows individuals to lead a fulfilled life.

Mainstay at a Glance

Our History

Mainstay started in 1990 when a group of parents and carers of adults with learning disabilities and autism joined forces to create a local service that offered excellent care and support. We began as Down Residential Project, a small home for 9 service users. Over the years we have grown and adapted to meet the changing needs of our clients.

Today, Mainstay is a dynamic organisation with over 300 clients across various services in multiple locations in Downpatrick. Our dedicated team of 120, worked closely with the service users, forming one big Mainstay family.

Our aim has always been to provide safe, effective and compassionate services for people of different abilities and their families. We aim to focus on outcomes and help clients see their possibilities rather than their disabilities. Together, we create a caring community of opportunity.

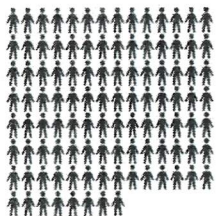
MAINSTAY DRP

**TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**

Our Services



Significant Activities

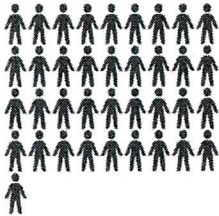


We have got a fantastic team of 106 employees at Mainstay, all fully trained based on NISCC recommendations. Our training includes a mix of inhouse sessions led by our qualified team members and training from the ARC organisation. We are committed to providing top-notch training for our valued team.

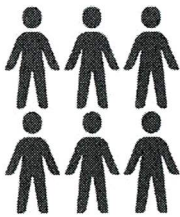
MAINSTAY DRP

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023



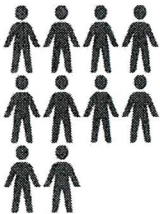
We have expanded our team by employing 37 talented individuals across our various services. Each of our new team members have successfully completed a comprehensive three-month induction period, ensuring they are fully equipped to excel in their roles. We are proud to have such a dedicated and skilled individual joining our organisation.



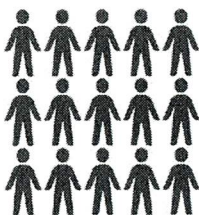
Out of these 37 incredible individuals, 6 of them have joined our esteemed management team. Each of these talented individuals bring their own unique flair to Mainstay, adding valuable expertise and leadership to our organisation. We are excited to see the positive impact they will make as they guide our team towards even greater success.



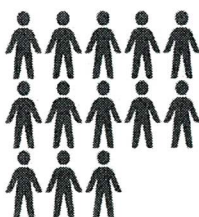
We had three of our team members nominated for awards within the sector, with one of them winning within their category. This is a truly fantastic achievement, both for the individual and for our organisation. We couldn't be prouder of their hard work and dedication. It's a testament to the incredible talent we have here at Mainstay.



This year, our senior management team embarked on an incredible Leadership and Management Program. Through personalised one-to-one sessions with the course tutor and engaging group sessions, our team had they perfect opportunity to grow and develop their leadership skills. We are proud to announce that 10 individuals successfully completed the course, showcasing their dedication and commitment to professional growth.



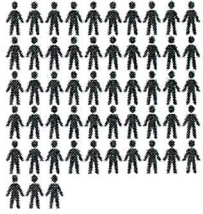
The Give My Head Space Programme has supported 15 family members. This incredible initiative focuses on enhancing physical and mental well-being while also helping family members sharpen their tech skills. It's all about creating a supportive and empowering space for everyone involved. Our goal for next year is to boost these numbers even higher. We noticed that holding the program during the winter impacted attendance, likely because of the darker evenings. We want to explore different timing options to make it more accessible to everyone.



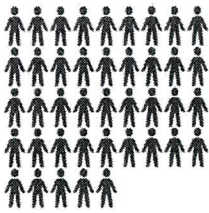
In the Community Hub, we had the pleasure of supporting 13 clients who attended Bingo during the evenings. It was amazing to see them develop essential social and numeracy skills while experiencing a great sense of achievement. It's truly rewarding to witness our client's growth and progress. For future programs, we'll make sure to select a day of the week that doesn't conflict with other activities our clients participate in. We want to ensure they can fully engage and enjoy our programs without any scheduling conflicts.

MAINSTAY DRP

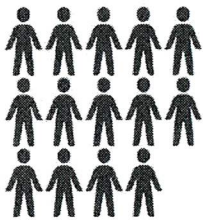
**TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2023**



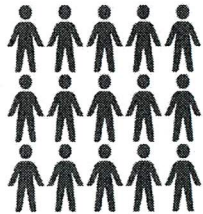
We had a fantastic turnout with 53 clients attending our Event Evenings. This is a true testament to the strong sense of community we have here at Mainstay. It was a wonderful opportunity to bring everyone together. Our clients even prepared delicious food using vegetables they grew in The Community Hub polytunnel. It was a perfect blend of teamwork, celebration and culinary delight.



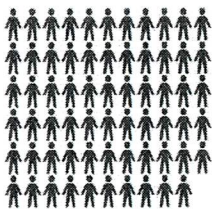
We had a fantastic turnout with 41 family members attending our Event Evenings. It was a special opportunity for them to witness the incredible work their loved ones had been putting in. It was truly heartwarming to see their support and appreciation. Our Event Evenings were a huge hit and will be back next year! They provided a wonderful platform for open and relaxed communication between team members and families. It's all about fostering connections and building a strong community.



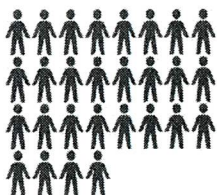
The My Wee Garden program was a huge success! We had a total of 14 clients who participated and gained valuable skills in horticulture. They learned so much, including a deeper appreciation for nature, improved social interactions, and a boost in self-confidence. Our participants also got hands-on experience with gardening techniques like seed sowing, cuttings, potting, and fruit tree planting. What made this program even more special was how we integrated it along with the cookery program and into our event evenings. Everyone was fully engaged and thrilled to see the amazing results of their hard work. It's incredible to think that the program initially started with just 6 participants and grew to 14.



"For Time to Talk" day, we organised a fantastic and engaging interactive discussion with the charity MyMy, for our clients. It provided them with a wonderful opportunity to openly express their thoughts and feelings, with a strong emphasis on the significance of how to effectively communicate thoughts and feelings. We had a total of 15 clients in attendance. What made this truly memorable was that during the event, our clients also learned valuable coping techniques to help them manage their mental health more effectively. It was truly a meaningful and empowering experience for everyone involved.



This year, we launched The Outcome Star, an evidence-based tool that empowers individuals to take charge of their lives. With the Independent Living Star, we already have 65 clients making incredible progress on their journey of change. Our new model has been a game-changer, and our clients are loving the exciting challenges it brings. All Mainstay team members are fully trained in the Outcome star. We have a dedicated Outcome Champion that works alongside our team and clients, ensuring that each client receives the right support that is individual to them. This has been working wonders across all our services.



We introduced an incredible course called "Money Matters". We're thrilled to share that we've already conducted 38 engaging workshops, benefiting 28 clients. This comprehensive course is designed with three levels, allowing clients of all abilities to progress and thrive on their financial journey. Our classes are thoughtfully held in both group settings and one-on-one sessions, ensuring that we cater to the unique needs of each client.

MAINSTAY DRP

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Financial review

The results for year are set out in detail on pages 14-27. The charity had net incoming resources for the year of £432,607 (2022: £164,849). At the year end cash at bank and in hand was £1,119,501 (2022: £906,195).

At 31 March 2023, the total funds of the charity amounted to £1,340,713 (2022 - £908,106) comprising of restricted funds of £960 and unrestricted funds of £1,339,753.

Mainstay DRP receives contract funding from a range of statutory organisations including three of the Health & Social Care Trusts. Our Supported Living services also received funding from the Northern Ireland Housing Executive Supporting People Programme. We continue to operate in a challenging environment where costs are rising at unprecedented rates.

Reserves policy

The organisation has a reserves policy which ensures it has unrestricted funds (free reserves) not committed or invested in fixed assets to provide for 3 months operating expenditure to provide for uninterrupted services. Operational expenditure for a three-month period was expected to be £1 million. The Trustees have reviewed this policy and confirm that unrestricted reserves are sufficient to meet three-month expenditure. At the year end the charity had free reserves of £1,320,736 (2022: £890,584).

Plans for future periods

The charity is committed to the continued provision of current services subject to satisfactory funding arrangements.

The charity is also committed to continue to meet the requirements of a range of regulatory and legislative bodies including, Regulation and Quality Improvement Authority, Residential Care Homes Regulations, Health & Safety at Work Order (1978) and accompanying regulations 1999, Food Safety (Northern Ireland) Order 1991, and regulations 1995, and HTM 84 fire code regulations.

Structure, governance and management

Governing document

The charity is governed by its Memorandum and Articles of Association and is established as a company limited by guarantee, as defined by the Companies Act 2006. The charity was incorporated on 12 September 1990 and registered as a charity with the Charity Commission for Northern Ireland on 4 July 2016. The organisation changed its name from Down Residential Project to Mainstay DRP in November 2010 to reflect the diversity of services it offers.

The charity is managed by a Senior Leadership Team, headed by the Chief Executive Officer, which operates within the authorities as delegated by the Trustees. The Chief Executive Officer was Ms P Quigley during the year. Following the year end Ms P Quigley left her role and on 11 September 2023 Mr C McKinney took on the position of Chief Executive Officer on an interim basis.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr P Moore	
Ms J E M Caven	(Appointed 4 November 2022)
Mrs R Gorman	(Appointed 2 November 2022)
Mrs M McCargo	
Mr C McKinney	(Resigned 11 September 2023)
Mr P Todd	(Appointed 2 November 2022)
Ms A T Kerr	(Resigned 13 July 2023)
Ms R M McNamee Walsh	(Resigned 13 March 2023)
Mr J E Gorman	
Mr N Farrell	(Appointed 11 May 2023)

MAINSTAY DRP

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Recruitment and appointment of new trustees

The governing body is the Board of Trustees whose members are also directors for the purposes of company law. Under the requirements of the Memorandum and Articles of Association the directors are elected by members of the Committee. The trustees have responsibility for ensuring that the charity is performing well, is solvent and complies with its obligations.

The Board comprises of a Chair and trustees with skills in Learning Disability services, Social Care, Health Care, Finance, Law, HR, and Planning and Business.

Organisational structure

The charity committee is made up of the trustees, who are directly responsible for the oversight of the day-to-day management of the charity. They meet on a monthly basis to review all aspects of the charity. The full committee delegates Finance & HR responsibilities to subgroups with expertise in these areas. Subgroups meet monthly and report to the full committee.

Charity Committee members:

Mrs R Gorman (Chair)	
Dr P Moore	
Mrs A Kerr (Vice Chair)	(Resigned 11 September 2023)
Mr J E Gorman	
Ms J E M Caven	
Mrs H Hurley	(Resigned 21 November 2022)
Mrs M McCargo	
Mrs R McNamee Walsh	(Resigned 13 March 2023)
Mr J McMullan	(Resigned 22 August 2022)
Mr C McKinney	(Resigned 13 July 2023)
Mr M Morrissey	(Resigned 27 February 2023)
Mr P Todd	
Mr N Farrell	(Appointed 18 May 2023)
Mr W Cordner Reid	(Appointed 18 May 2023 & Resigned 19 September 2023)
Mr D O'Donoghue (Secretary)	

The committee is made up of both founder and more recent members with a shared vision, commitment, and passion for achieving the objectives of the organisation. Members come with a range of skills crucial to the management of the organisation.

MAINSTAY DRP

TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

Statement of trustees' responsibilities

The trustees, who are also the directors of Mainstay DRP for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

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; and
- 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 charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

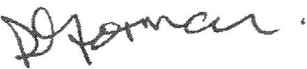
Auditor

In accordance with the company's articles, a resolution proposing that GMcG BELFAST be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



Mrs R Gorman
Trustee

22 November 2023