

Final signed

EATING DISORDER SUPPORT (PLYMOUTH)

Report and Accounts

31 March 2022

Eating Disorder Support (Plymouth)

TRUSTEES REPORT

REGISTERED CHARITY NUMBER: 1057424

TRUSTEES (WHO SERVED IN THE YEAR)

Margaret Mathews
Jane Quigley (resigned September 2021)
Mike Dunstall (Chair and Treasurer)
Janet Swales
Nick Reddell-Denton
Nick McLouglin

DIRECTOR

Terry Lawrence

PRINCIPLE ADDRESS

140 Mount Gould Road
Plymouth
PL4 7PY

BANKERS

Lloyds TSB plc
Central Square
Newquay
Cornwall
TR7 1JB

INDEPENDENT EXAMINER

A P Jopson, FCA
Tony Jopson & Co Limited,
Peverell Corner
246 Peverell Park Road
Plymouth,
PL3 4QG

Eating Disorder Support (Plymouth)

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2022

PRINCIPLE OBJECT

Eating Disorder Support (Plymouth) (EDS) is a Registered Charity (No. 1057424) with the principal object of providing counselling to those with eating disorders.

REVIEW OF ACTIVITIES IN THE YEAR

The activities undertaken are to further the charity's purposes for the Public Benefit. The trustees confirm that they have given due consideration to the Charity Commission's published guidance on the Public Benefit under the Charities Act 2011.

During the period of the report, EDS adapted to new working practice, and hybrid working in order to continue the service delivery. Even today, there are robust controls in place to ensure that both staff and clients are safe at all times. The total number of referrals received (Plymouth & W Devon) were 374 of which 304 were accepted to be processed. This is an increase of 25.5% from last year. After some protracted discussion with our NHS funder, we managed to secure additional funding to expedite our backlog towards the end of 2021. Indeed, the Eating Disorder Service Plymouth (EDS) continues to be an essential service provider to Livewell Southwest and the Devon CCG communities for eating disorder services to adults. There has been no change to the programme of work, which includes a Day Care Service delivery, a continuation of NICE guidelines recommended therapies, advice and information, and delivery of educational services where required.

The EDS senior leadership team (SLT) this year was again unchanged as follows: the Director - Mrs Terry Lawrence, our Clinical Manager, a specialist dietitian, Ms Caragh Sanders-Wright, and the Practice Manager – initially, Mrs Diane Deacon-Philpott, until her retirement in August, and then Mrs Claire Russell.

The Chair of Trustees and the Board of Trustees proactively support and engage with the SLT at all stages, overseeing their workflows and administration where required across the two departmental structures. Furthermore, they help to underpin the strategy and development of the organisation. This ensures that EDS has met its full obligations for the awarded NHS contracts, within their allocated budgets. This year the Board saw the retirement of one trustee but retained the rest of the Board, all of whom are dedicated to the cause and offer invaluable insight to the charity.

For much of the year, the EDS Plymouth team has comprised 13 full/part-time staff: currently five qualified therapists who are specialised in the field of eating disorders although there has been some staff rotation and recruitment, one State Registered Dietitian as a shared asset with Livewell Southwest, an Assistant Psychologist, an Eating Disorder Practitioner, a support administration worker and a cleaner. Additionally, this year we have had two student nurses working within the team who gained much experience, and the SLT has used their skill-set admirably. Indeed, the integration of new staff members have been positive; this has enabled EDS to reappraise skill-mix within the staff team and make changes in the overall composition for the benefit of the services that they offer. Our Director also acts as a qualified therapist, offering carers input when required. Furthermore, our Clinical Manager is fully responsible for the management of client numbers, daily clinical management of the EDS team, and driving the content delivery and outcomes of our innovative Day Care Service programme.

As a whole group, the EDS team has continued to pull together within the scope of new working practice, offering full emotional support to their client-base. The majority of our clients are, either referred by their GP Practice or recommended by their GP to self refer. Moreover, the service Director maintains close-links with our primary sponsor through the Livewell Southwest community mental health teams (CMHT) and the Severe Eating Disorder Consultation & Assessment Service (SEDCAS). Outside of this she, she meets regularly with our nominated CCG NHS Commissioners, providing regular verbal and written reports/presentations, feedback and liaison for the funded contracts. All is due to change with a new NHS structure for funding, although our service delivery will not change. The Board are often encouraged by the

Eating Disorder Support (Plymouth)

TRUSTEES' REPORT

organisations' 'can do' approach to working with others. The new Practice Manager has continued to build on relationship with the NHS Mount Gould Estate Services team established by her predecessor to ensure essential works are completed promptly without fail. This year we have also been embattled with NHS Property Company who plans to increase our building rent by 60%, an amount determined by their appointed surveyor without in our opinion a fair consultation, we continue to defend our position for a reasonable increase rent.

The team have worked with the equipment provided to deliver our programmes, the pandemic has reinforced that better IT equipment and infrastructure was required to keep up with the task. That said, EDS staff continued to work tirelessly during a very difficult period relying on the limited and 'older' IT equipment and resource without quibble. Notwithstanding, EDS was grateful to receive a capital award for additional IT funding after a successful bid to update equipment and source a ready-made database for use in the core business in the new financial year. To help with new working practice. EDS wanted to make use of their outside space and further bid for funding from the Livewell Foundation, for a 'Garden Project', which was again successful with a £22K award – this project was delivered by a contractor in July and completed in the late summer of 2021. It is anticipated that this new Tranquillity garden would provide for a valuable space for clients and staff alike. The official opening with a mayoral dedication is planned early summer 2022.

During this financial year, EDS managed to secure several training opportunities for staff. This not only acted to enhance the quality of input EDS offers to their clients, but also helped to underpin improve morale and development for staff team as a whole. This helped due to the increasing number on our waiting list, EDS were able to adapt by offering those with less severe symptoms to receive therapy in group format, three groups were completed during this year. In addition, a new evidence-based shorter-term therapy model was introduced, which has in combination contributed to reducing the waiting list times and enable clients to receive appropriate help sooner. Alongside the input of SEDCAS, EDS has piloted an early intervention protocol '*First episode and Rapid Early intervention for Eating Disorders*' (FREED) for those clients under age 25 – the outcomes were monitored and after evaluation, the programme was formally incorporated as one of the support mechanisms going forward. Also, due to the limited weekly dietetic hours, with the agreement with our Specialist Dietitian, group dietetic sessions were also trialled; this delivery would be reviewed in the next financial year.

In addition, the EDS team has continued to work as in previous years with external agencies sharing knowledge and best practice, and underpinning safe and responsible workflows, and through their attendance of eating disorder related training where time and finances allow. The Board have also supported staff members with proving funding for continuation education and specialist programmes where possible i.e. CBT-E a programme supported by NHS England and run through Sheffield University. Finally, our new, Practice Manager undertook SAGE accounts training to enable her to be prepared for her new role.

In summary, the Board of Trustees and I are proud of EDS and its continual adaption to new working practice and challenges. I would like to personally thank EDS and all of the staff on behalf of the Board and the extended community. I am also grateful to our trustees and volunteer professionals who offer their support and advice without obligation. The Board of Trustees is again exceptionally proud of what EDS as a whole has again achieved in-year. The service has worked tirelessly within the allocated budget. But also as an organisation they must continued to educate and actively reevaluate the delivery to provide the best service possible within the constraints of the new working practice. EDS is working well, and the operation is now more needed post the national pandemic, which has seen a significant increase in client numbers. This charity provides a key service, in a specialised knowledge area, where local statutory services have a gap. We are encouraged and grateful to those who commission our specialist services and delivery. Thank you all for your continued support.

ANNUAL AND FINANCIAL REVIEW

Eating Disorder Support (Plymouth)

TRUSTEES' REPORT

The Statement of Financial Activities shows a net surplus for the year of £48,875 (2021 £7,305). Reserves stand at £216,245 (2021 £ 167,370) in total, of which £887 is held in fixed assets (2021 £1,230). All funds are unrestricted.

RESERVES POLICY

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets should ideally be between three and six months of the resources expended, which equates to £90,640 to £181,280 in the year ended 31 March 2022. At this level the Trustees feel they would still be able to carry on the Charity's activities for a few months in the event of a significant fall in funding. At the present time these funds stand at £ 216,245 which is at the top of the above range.

This is due to this year the company running a specific intensive therapy programme with several additional groups. This has meant an increase in staff salaries. The Trustees are actively speaking to the Trust to obtain additional funding to cover these costs going forward.

RISK MANAGEMENT

The Trustees are alerted to operational and financial risks at the periodic meetings of The Management Committee and are fully aware of the need to maintain free reserves at the levels stated above to continue the work of the Charity and the aspirations for the future. Through this medium of periodic reporting the Trustees are exercising an active review of major risk.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

Law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources during the year. In preparing those financial statements, the Trustees are required to:

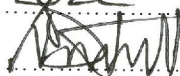
- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the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

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. 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.

Dated.....

21st June 2022

Signed.....



Mike R Dunstall BSc, CMgr, FCMI

Chair on behalf of the Eating Disorder Support (Plymouth) Trustees

Eating Disorder Support (Plymouth)

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the Charity for the year ended 31 March 2022, which are set out on pages 6 to 11 below.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b)) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  4/7/22

A P Jopson, FCA

Date

(Fellow of the Institute of Chartered Accountants in England & Wales)

Tony Jopson & Co Ltd, Peverell Corner, 246 Peverell Park Road, Plymouth, PL3 4QG

Eating Disorder Support (Plymouth)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH

	Notes	Total funds 2022 £	Total funds 2021 £
INCOMING RESOURCES			
Grants	2	399,347	312,709
Other income	2	10,715	0
Donations		1,369	186
Interest received		5	2
TOTAL INCOMING RESOURCES		411,436	312,897
RESOURCES EXPENDED			
Direct charitable expenditure	3	356,060	287,694
Management and administration	4	6,501	17,898
TOTAL RESOURCES EXPENDED		362,561	305,592
NET MOVEMENT IN FUNDS	5	48,875	7,305
BALANCES BROUGHT FORWARD AS AT 1 APRIL		167,370	160,065
BALANCES CARRIED FORWARD AS AT 31 MARCH		216,245	167,370

The notes on pages 7 to 9 form an integral part of these financial statements.

The charity is able to use its total funds for any purpose in connection with its charitable objectives.

There are no restricted funds.

Eating Disorder Support (Plymouth)

BALANCE SHEET AT 31 MARCH

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	7	887	1,230
CURRENT ASSETS			
Debtors & Prepayments	8	3,303	603
Bank balances		227,317	199,225
Petty cash		178	240
CREDITORS		230,798	200,068
Amounts falling due within one year	9	15,440	33,928
NET CURRENT ASSETS		215,358	166,140
NET ASSETS		216,245	167,370
FUNDS			
Unrestricted	10	216,245	167,370
Restricted	10	0	0
		216,245	167,370

The Council of Members considers that the Charity is exempt from an audit and a report under Section 144(1) of the Charities Act.

The trustees acknowledge their responsibility for;

- 1) ensuring the charity keeps accounting records which comply with the Charities Act; and
- 2) preparing accounts which give a true and fair view of the state of affairs of the charity as at the end of the financial period, and of its income and expenditure for the period.

The financial statements were approved by the Trustees on 21/6 2022 and signed on its behalf by



Mike R Dunstall

Trustee

21st June 2022

Eating Disorder Support (Plymouth)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

1 ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with applicable accounting standards and under the historical cost accounting rules. Accruals accounting has been applied. The accounts comply with the Charities Act 2011 and the Charity Commissions Statement of Recommended Practice (revised 2005), Accounting by Charities.

The charity has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No. 1 on the grounds that if it had been incorporated as a company under the Companies Act 2006 it would have qualified as a small company.

Incoming resources

Grants are recognised in the period to which they relate.

Resources expended

Direct charitable expenditure represents expenditure incurred directly to support the particular charitable objectives of the charity. Costs of management and administration of the charity have been identified on the basis that they are not direct charitable expenditure.

Tangible Fixed Assets

Depreciation is provided at the following rates to write off each asset over its estimated useful life.

Fixtures and fittings – 20% on reducing balance.

Computer equipment – 30% on reducing balance.

2 INCOME

The bulk of the income is from grants (£399,347)

Other income consists of income from consultancy services rendered under the FREED contract (£5,315) and a write back of a capital provision raised in a previous year (£5,400).

Eating Disorder Support (Plymouth)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

3 DIRECT CHARITABLE EXPENDITURE

	<i>Total</i> 2022 £	<i>Total</i> 2021 £
Staff costs	288,961	240,277
Supervision	6,195	4,645
Rent, rates, heat & light	18,336	17,889
Premises costs (estates) & provision	5,581	7,648
Printing, post & stationery	4,375	4,260
Telephone & internet	1,242	965
Subscriptions	388	0
Insurance	1,356	1,170
OT resources & refreshments	83	74
Computers & Software	3,379	1,888
Repairs, maintenance, cleaning & waste	1,234	5,364
Day service meals	1,889	694
Training	1,394	1,771
Miscellaneous Purchases	259	1,049
IT fund spend	960	0
Garden project spend	20,428	0
	356,060	287,694

4 MANAGEMENT AND ADMINISTRATION

	<i>Total</i> 2022 £	<i>Total</i> 2021 £
Bank charges	32	0
Accountancy / Independent examiner	1,500	1,250
Legal & professional costs	4,626	16,167
Depreciation	343	481
	6,501	17,898

5 TAXATION

The Charity is a registered charity and is exempt from Corporation Tax under the provisions of Section 505 of the Income and Corporation Taxes Act 1988.

6 TRANSACTIONS WITH TRUSTEES

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

No expenses have been received by trustees in relation to their roles as trustees and there have been no related party transactions.

Eating Disorder Support (Plymouth)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

7 TANGIBLE FIXED ASSETS

	<i>Office Equipment</i>	<i>Fixtures and Fittings</i>	<i>Total</i>
	£	£	£
Cost			
at 1 April 2021	8,418	3,730	12,148
Additions	0	0	0
at 31 March 2022	8,418	3,730	12,148
Accumulated depreciation			
at 1 April 2021	7,451	3,467	10,918
Charge for year – 20% reducing balance	-	53	53
Charge for year – 30% reducing balance	290	-	290
at 31 March 2021	7,741	3,520	11,261
Net book values			
at 31 March 2022	677	210	887
at 31 March 2021	967	263	1,230

8 DEBTORS

	2022	2021
	£	£
Debtors (gift aid)	0	21
Debtors (other)	2,721	0
Prepayment (insurance)	267	267
Prepayment – alarm maintenance	315	315
	3,303	603

Eating Disorder Support (Plymouth)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

9 CREDITORS: Amounts falling due within one year

	2022	2021
	£	£
Accountancy / Independent Examination	1,500	1,250
Electricity	100	100
Gas	80	80
Telephone	85	94
Waste disposal	0	223
Credit card	0	260
Group sessions / supervision	1,650	220
Office supplies	163	0
People's Pension	0	1,841
Consultancy (fund raising)	0	0
Consultancy	750	619
Training	0	160
Recruitment	0	200
Cleaning	0	981
Provision for capital spend	0	5,200
	4,328	11,228
Deferred income		
Garden project	2,072	22,700
IT Fund	9,040	0
	15,440	33,928

10 ANALYSIS OF FUNDS

1.4.21

31.3.22

	B/fwd £	Net Income £	Expenditure £	Transfers £	C/fwd £
Restricted Funds					
Garden project monies	0	20,428	20,428	0	0
IT equipment fund	0	960	960	0	0
Total restricted funds	0	21,388	21,388	0	0
Unrestricted funds					
General reserve	167,370	390,048	341,173	0	216,245
Total unrestricted funds	167,370	390,048	341,173	0	216,245
Total Funds	167,370	411,436	362,561	0	216,245

Unrestricted funds comprise those funds, which the trustees are free to use in accordance with the charitable objects.

Within unrestricted funds the trustees have designated funds set aside of £10,000 for capital items that will need replacing