

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES LTD

England & Wales · Charity number 1116380

Details

Status	Registered
Legal form	Charitable company
Company number	05727839
Registered	2006-10-13
Register	View on the Charity Commission register

Contact

Address	7 Blacksmiths Lane Rainham RM13 7AD
Phone	01708556299
Email	enquiries@hp-mos.org.uk
Website	www.hp-mos.org.uk

Activities

Objects: 1) TO ASSIST IN THE RELIEF OF POVERTY AND SICKNESS FOR ALL RACIAL/ETHNIC GROUPS WITH LONG TERM CONDITIONS IN THE COMMUNITY.2) TO ASSIST AND SUPPORT IN THE TREATMENT AND CARE OF PEOPLE WITH MENTAL AND PHYSICAL LONG TERM CONDITIONS IN THE COMMUNITY.3) TO FACILITATE IN THE PROVISION OF STRUCTURED SUPPORT, PRACTICAL ADVICE AND ADVANCE THE EDUCATION AND TRAINING ON HEALTH ISSUES FOR PEOPLE WITH LONG TERM CONDITIONS WITHIN THE COMMUNITY.

Activities: WE PROVIDE PSYCHOLOGICAL AND SOCIAL SUPPORT SERVICES. WE FOCUS ON WORKFORCE/PROFESSIONAL AND BUSINESS DEVELOPMENT WITH THE AIMS OF IMPROVING HEALTH, WORK AND WELL-BEING OUTCOMES IN ORGANISATIONAL AND ENTREPRENEURSHIP TRAINING STRATEGIES.WE WORK WITH EUROPEAN PARTNERS ACROSS EUROPE ON A NUMBER OF EUROPEAN PROJECTS WITH PROVEN QUALITATIVE AND QUANTITATIVE PROJECT METHODS.

Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Overseas Aid/famine Relief, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** NOT DEFINED IN PRACTICE NATIONAL AND OVERSEAS
- Barking And Dagenham
- City Of London
- Havering
- Newham
- Redbridge

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£103,000	£83,000	-	-
2024-03-31	£95,000	£75,500	-	-
2023-03-31	£104,900	£86,000	-	-
2022-03-31	£132,200	£113,830	-	-
2021-03-31	£108,000	£85,000	-	-

Trustees

Name	Role	Appointed
Dr DAVID LUIGI ANTONIO FUSCHI		2026-03-02
EDMUND KOFI AMPADU		
Ernestina Commodore		2013-10-23

Accounts

COMPANY REGISTRATION NUMBER 5727839

HEALTH PSYCHOLOGY MANAGEMENT
ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT & FINANCIAL
STATEMENTS

31 MARCH 2025

Charity Number 1116380

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2025

The Trustees, who are also directors of the Charity for company law, are pleased to present their Trustees' Annual Report together with the unaudited financial statements of the Charity for the year ended 31 March 2025. 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 Charities Act 2011 and the Statement of Recommended Practice (SORP): *Accounting and Reporting by Charities*.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name: Health Psychology Management Organisation Services

Charity registration number 1116380

Company registration number 5727839

Principal office Knowledge Dock Business Centre
University of East London
Docklands Campus
4-6 University Way
London
E16 2RD

Registered office 7 Blacksmiths Lane
Rainham,
Essex
RM13 7AD

THE TRUSTEES

The trustees who served the company during the period were as follows:

Edmund K. Ampadu
Miss Princess Asare-Boafo
Miss Ernestina Commodore

CEO Dr Mercy Maclean

Bankers Unity Trust Bank
9 Brindley Place
4 Oozells Square
Birmingham, B1 2HB

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

Organisational Structure

The Organisation operates as a company limited by guarantee, governed by its Memorandum and Articles of Association dated 2nd March 2006. In the event of the company being wound up, every member (including those who ceased to be members within one year before winding up) would be required to contribute a sum not exceeding £10 to the company's assets. Governance of the Organisation is the responsibility of a Board of Trustees ("the Board"), comprising three individuals, each of whom is both a trustee and a member of the Council. The Board holds full legal responsibility for the actions and operations of the Organisation. Trustees are appointed for renewable three-year terms and act as company directors under the Companies Act 2006. The Board meets three times annually, with extraordinary general meetings convened as required.

The Chief Executive Officer (CEO) is responsible for the day-to-day management of the Organisation and attends and organises all Board meetings. The Board may appoint members and external individuals to committees and subcommittees and may delegate specific responsibilities. Sub-committees may comprise up to six members, selected for their proven expertise across a range of relevant fields. These bodies operate in an advisory capacity, supporting the Organisation to make informed, effective decisions in pursuit of its charitable objectives.

Subcommittee members receive relevant documentation on the Organisation's structure, aims, and activities and are offered comprehensive individual briefings by the CEO. Members may also contribute individually to the Organisation's activities where appropriate.

The Charity recognises the legal responsibilities placed upon charity trustees and provides a structured training programme. This includes induction training covering all relevant compliance requirements for new trustees, alongside bi-annual refresher training for existing trustees to ensure continued awareness of current legislation and best practice.

Staffing and Equality

The Charity is committed to providing high-quality mental health care and behaviour change interventions within a safe and supportive environment, delivered by appropriately qualified and competent staff. We aim to ensure that all staff act reasonably, professionally, and consistently. Employees are encouraged to develop their skills, fulfil their potential, and access appropriate training, development, and progression opportunities.

Recruitment, selection, promotion, and access to training or other benefits are based solely on aptitude and ability. The Charity is committed to equality of opportunity and treats all employees and job applicants fairly. No individual will receive less favourable treatment on the grounds of race, colour, religion or belief, nationality, ethnic origin, sexual orientation, gender, age, disability, marital status, or part-time status, nor be disadvantaged by any employment conditions that cannot be objectively justified on operational grounds.

Environmental Responsibility

The Charity is committed to reducing its environmental impact and operating sustainably. We will continue to strive to keep energy costs low in the buildings we rent by pursuing alternative and renewable energy sources. This includes reviewing heating systems to ensure energy efficiency, ensuring glazing meets appropriate standards, and maintaining air conditioning systems effectively. We will also review office rental options to prioritise buildings that utilise solar energy, supporting our goal of becoming a greener organisation.

Risk Management

Internal Control and Risk Oversight

The Trustees acknowledge their responsibility to identify, manage, and mitigate the principal risks faced by the Charity, in line with Charity Commission guidance and relevant expectations. The Trustees maintain oversight of risk management to provide reasonable assurance that the Charity's assets, service users, staff, and reputation are safeguarded and that charitable objectives are delivered safely, effectively, and sustainably.

The Trustees regularly review the Charity's principal risks and are satisfied that the systems and controls in place are proportionate to the organisation's size, complexity, and risk profile. The Trustees believe that maintaining reserves of less than twelve months, together with robust financial controls, regular financial reporting, and active cash-flow monitoring, provides sufficient resilience to manage financial uncertainty and unforeseen events.

In accordance with the Statement of Recommended Practice (SORP), the Trustees have assessed operational, financial, environmental, and reputational risks. Identified risks are recorded within a risk register, which includes an assessment of likelihood and impact, mitigating controls, and assigned responsibility. The risk register is reviewed by senior management and formally reviewed by the Trustees at least annually, or more frequently where circumstances require.

Principal Risk Categories

Business and Operational Risk

Operational risks arise from the delivery of the Charity's services and internal operations, including governance arrangements, workforce capacity and competence, safeguarding, health and safety, information governance, business continuity, and IT systems. These risks are managed through clear policies and procedures, staff training and supervision, safeguarding arrangements, incident reporting, internal controls, and appropriate insurance cover. The Charity maintains business continuity arrangements to support the safe delivery of services.

Financial Risk

Financial risks include funding uncertainty, cash flow management, fraud, misuse of financial instruments, and budgetary pressures. These risks are mitigated through regular financial monitoring, segregation of duties, budgeting and forecasting, credit control procedures, and Trustee oversight. The Trustees receive regular financial reports and are satisfied that financial controls support the Charity's ongoing financial viability.

Environmental and External Risk

Environmental risks arise from factors outside the Charity's direct control, including legislative or regulatory changes, economic conditions, commissioning arrangements, and broader social or political factors that affect demand for services. The Charity mitigates these risks through horizon scanning, compliance monitoring, strategic planning, and engagement with relevant stakeholders and regulators.

Reputational Risk

Reputational risk relates to the potential impact on public trust and confidence arising from failures in governance, service delivery, safeguarding, or regulatory compliance. The Trustees recognise that maintaining the Charity's reputation is critical to its sustainability and ability to deliver high-quality care. Reputational risk is considered across all risk categories and is managed through robust governance, transparent reporting, compliance with regulatory standards, and a culture of openness and accountability.

Continuous Review and Assurance

Following each risk review, the Trustees confirm the principal risks to which the Charity is exposed, assess the potential impact should those risks materialise, and agree on mitigating actions to reduce risk to an acceptable level. This approach supports continuous improvement, regulatory compliance, and the delivery of safe, effective, and person-centred services in line with the Charity Commission's standards.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES **COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT (*continued*)

YEAR ENDED 31 MARCH 2025

Key Performance Indicators

On behalf of the Board of Trustees, the Organisation's senior management monitors a range of Key Performance Indicators (KPIs) to assess progress against strategic objectives and to support effective operational oversight. KPI performance is reported to the Trustees on a monthly, quarterly, or annual basis, as appropriate, enabling informed decision-making and accountability.

The KPI framework was recently reviewed and updated to ensure it remains relevant, measurable, and aligned with the Organisation's charitable aims. KPIs include, but are not limited to, measures relating to funding applications and awards, public engagement and awareness of the Organisation's services, the effectiveness and reach of programmes delivered, progress towards work placement and volunteering targets, workforce-related indicators, and financial performance, including fundraising outcomes and net income generated for charitable activities.

Trustees use KPI data to identify trends, manage risk, inform strategic planning, and support continuous improvement in service delivery, in line with Charity Commission guidance for governance and quality assurance.

Employees, Contractors and Volunteers

The Organisation recognises that its employees, professional contractors, and volunteers are central to delivering safe, effective, and person-centred services. The Charity is committed to maintaining high standards in employment and engagement practices, ensuring the fair, transparent, and efficient use of its workforce.

All employees, contractors, volunteers, and applicants are treated fairly and with dignity and respect, regardless of gender, sexual orientation, race, ethnic origin, disability, religious belief, or age. Recruitment, selection, contracting, and volunteering decisions are based solely on an individual's suitability, skills, and competence for the role.

The Organisation provides access to appropriate training, supervision, and development opportunities to support competence, professional growth, and wellbeing. Both permanent and temporary staff are kept informed through regular meetings, team briefings, and individual

communication. In line with employment law and best practice, staff are consulted on organisational developments and proposed changes that may affect their roles, working conditions, or benefits.

These arrangements support compliance with the Charity Commission's expectations relating to workforce capability, leadership, and organisational culture.

Clients, Community and the Environment

The Trustees are committed to ensuring that the Charity's services are responsive to the needs of its clients and communities. Considerable time, effort, and resources are invested in understanding clients' needs, experiences, and outcomes, which inform service design, delivery, and improvement.

The Charity also recognises its responsibilities to the broader community and the environment. Measures are in place to monitor and manage the Organisation's environmental impact and to ensure compliance with relevant environmental legislation and standards. Where possible, the Charity seeks to implement policies and practices that reduce the environmental impact of its activities and promote sustainability.

This integrated approach supports the Charity's commitment to social responsibility, regulatory compliance, and the delivery of high-quality, sustainable services.

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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES

Mission Statement

Our mission is to efficiently and effectively facilitate the development of sustainable, community-based self-management care pathways for adults, children, and young people living with long-term mental and physical health conditions. Through partnership working in education, service delivery, and professional infrastructure support, we aim to improve the quality of life and outcomes for individuals and communities, now and for future generations.

Charitable Objects

The objects of the Charity are:

To relieve poverty and sickness among individuals from all racial and ethnic backgrounds living with long-term health conditions within the community.

To support the treatment, care, and wellbeing of people affected by mental and physical health conditions.

To facilitate the provision of psychologically structured support to promote recovery, resilience, and self-management.

Who We Are and What We Do

Health Psychology Management Organisation Services (HP-MOS) is a not-for-profit organisation that has been operating since 2006. The Organisation is a registered charity and a company limited by guarantee in the United Kingdom. HP-MOS operates as both a first-tier and second-tier organisation, enabling it to deliver direct services while also strengthening the wider health and social care system through workforce and infrastructure development.

As a first-tier organisation, HP-MOS delivers a range of direct services to improve mental health, physical health, and social wellbeing. These include psychological and wellbeing training programmes, mental and physical health education, and the provision of one-to-one and group counselling using a variety of evidence-informed therapeutic approaches. The Organisation also provides informal adult learning and professional psychological training to support continuous learning, social change, and continuing professional development (CPD). Target groups are identified through partnerships with public, private, statutory, and community-based organisations, with a focus on improving quality of life and health outcomes.

As a second-tier organisation, HP-MOS focuses on workforce, professional, and organisational infrastructure development to enhance health, wellbeing, and performance outcomes. Services include organisational training strategies, business and psychological support, and human resource infrastructure support for entrepreneurs and organisations. Clients are drawn from the voluntary, community, public, private, and statutory sectors.

The Organisation's infrastructure support services focus on strengthening people, culture, systems, and processes to enrich experience, deepen knowledge, expand professional networks, and reduce workplace stress and anxiety. HP-MOS also undertakes empirical research projects using robust quantitative and qualitative methodologies to inform policy development and best practices. In addition, the Organisation would like to engage in projects within developing countries, supporting improvements in mental, physical, social, educational,

environmental, and economic wellbeing.

Through these activities, HP-MOS delivers clear public benefit by supporting individuals with long-term conditions, strengthening community capacity, and improving the quality and sustainability of health and wellbeing services.

How We Work

The Charity works in partnership through contractual and grant-funded agreements with local and national charitable trusts, corporate funders, and local authorities. We also collaborate closely with community organisations, voluntary groups, and beneficiaries, who are recognised as key stakeholders in the design, delivery, and evaluation of our services. This partnership-based approach ensures services remain responsive, accessible, and aligned with local and national priorities.

Our Services

During the year, the Charity delivered the following services:

- Mental and physical health self-management strategies
- Psychological and behaviour change strategies for families, children, and young people
- Workforce and professional development programmes addressing health, work, and wellbeing
- Work placement and volunteering opportunities for psychology and social care graduates and undergraduates
- Psychology, health, and social care research using qualitative and quantitative methods methodologies

Public Benefit

The Trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, planning activities, and setting policies and priorities.

The Charity's charitable purposes include advancing education, protecting and preserving health, and relieving poverty, sickness, and distress. Public benefit is delivered primarily by providing accessible, therapeutic, and psychologically informed support for individuals and families experiencing mental and physical health challenges, as well as through workforce development and systems-level support that improve practice and outcomes across the health and social care sector.

In all aspects of its work, the Charity is committed to promoting equality, diversity, and inclusion, preventing discrimination, and ensuring fair and equitable access to services. The Charity also seeks to influence wider change by contributing to improved policies, practices, and understanding that positively affect the lives of individuals and communities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

Operating Areas

The Charity currently delivers services across the following London boroughs:

- Barking and Dagenham
- Newham
- Redbridge
- Havering
- London-wide

Benefits of Our Services

The Charity provides public benefit by delivering services that:

- Facilitate effective and sustainable community-based self-management care pathways
- Improve quality of life and relieve suffering, hardship, and deprivation.
- Promote volunteering and sustainable employment opportunities for marginalised and disadvantaged groups.
- Provide advanced psychology, health, and social care education, including mental health promotion, social skills training, and physical health awareness.
- Support the physical and mental wellbeing of underserved communities.
- Build stronger communities by reducing isolation, encouraging inclusion, and fostering social connection.
- Address complex, multi-stranded self-management needs through innovative and tailored approaches.
- Promote healthier lifestyles for “hard-to-reach” communities through personalised prevention and education.
- Strengthen organisational human resource infrastructure, enhancing staff training, development, and capacity to deliver effective business and service strategies.

Most of the Charity’s services are commissioned by statutory bodies and funding organisations, which typically determine beneficiary eligibility. However, the Charity also ensures broad access by allowing individuals to self-refer, keeping services inclusive and responsive to community needs.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

ACHIEVEMENTS AND PERFORMANCE

DURING 2024-2025

ACHIEVEMENTS

AWARDS

Achievements and Performance: 2024–2025

Awards

The Charity has received multiple prestigious awards in recognition of its outstanding contributions to mental health and wellbeing in East London. These awards acknowledge the dedication, professionalism, and impact of our services in supporting individuals and communities across the region.

Charitable Activities and Public Benefit

The ongoing different strands of long-term societal impacts of COVID-19 continued to affect our communities and service users, particularly those with existing mental health conditions. Evidence indicates that females with mental health conditions have been disproportionately affected, often experiencing their concerns dismissed by healthcare professionals, employers, or family members. Individuals facing cultural or language barriers encountered additional challenges in accessing psychological support. Vulnerable and disadvantaged communities were hardest hit, with widespread stress, anxiety, and isolation contributing to mental health deterioration.

In response, the Charity proactively supported underprivileged communities by providing tailored psychological support, stress and anxiety management programmes, and targeted training for contract staff, volunteers, and interns on promoting positive mental health and wellbeing. We adapted our services to address both the direct and indirect impacts of the different strands of long-term COVID-19, balancing operational and financial challenges while strengthening community resilience.

Operational Response to the Ongoing Strands of COVID-19

The Charity restructured its service delivery to respond effectively to the ongoing impacts of the pandemic, focusing on three operational areas:

- Health and Wellbeing – Supporting physical and mental health across age groups, workplace wellbeing, and environmental health.
- Communities, Culture and Belonging – Enhancing social cohesion, community integration, family support, and engagement with arts, culture, and heritage.
- Knowledge, Employment and Skills – Advancing education, research, workforce development, employment opportunities, and socio-economic wellbeing.

Throughout this process, evidence was examined across five interconnected themes: governance, inequalities, cohesion, trust, and sustainability, while accounting for the influence

of place, scale, and time. This method allowed for a nuanced understanding of operational impacts and guided service improvements to better address community needs.

Service User Involvement

The Charity has implemented robust service-user involvement strategies to ensure individuals are at the heart of all activities. Service users:

- Influence organisational decision-making
- Participate in service reviews, developments, and evaluations
- Contribute to defining staff qualities and attributes
- Lead and participate in wider service user events
- Shape service user-led quality standards.

These approaches ensure that our services remain responsive, inclusive, and practical, supporting individuals in improving quality of life, developing self-management skills, and building resilience in the face of ongoing challenges.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

Performance: Measurable Outcomes 2024–2025

During 2024–2025, HP-MOS supported **1,350 individuals** across all project activities and intervention services, achieving significant outcomes for diverse communities:

- **Community Support:** 600 individuals from marginalised and disadvantaged communities received targeted support at the grassroots level. Online psychological wellbeing programmes were delivered to communities experiencing mental health challenges.
- **Cancer Bereavement Support:** 180 clients received emotional and psychological support via telephone and video conferencing, assisting them to navigate grief and loss effectively.
- **BAME Community Recovery:** 350 individuals from Black, Asian, and Minority Ethnic (BAME) groups were supported through initiatives addressing mental health disparities related to housing, employment, and financial advice.
- **Youth Mental Health:** 220 young people experiencing depression, anxiety, and related functional challenges received tailored psychological interventions to support recovery and resilience.
- **Volunteer Development:** 10 volunteers from marginalised communities participated in the WELLNESS programme, designed to enhance quality of life and improve employability prospects.

Intervention Strategies

HP-MOS delivered evidence-informed therapeutic interventions, including:

- Cognitive Behavioural Therapy (CBT)
- Guided self-help group interventions
- Behavioural Activation as a talking therapy
- Interpersonal Therapy (IPT)
- Mindfulness-based therapies
- Recovery and Inclusion-to-Work interventions
- Behaviour Change Techniques (BCT)

Monitoring and Evaluation

All interventions were systematically monitored and evaluated using a structured data collection framework focused on defined performance indicators. This process enabled the Charity to:

- Track participant progress and engagement
- Measure outcomes against planned objectives

- Inform continuous improvement of services and programme design
- Ensure interventions remain responsive to the needs of beneficiaries

These measurable outcomes demonstrate HP-MOS's impact in improving mental health, wellbeing, and social inclusion for individuals and communities, while supporting workforce development and capacity building.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

Financial Review

Effective financial planning and management are essential to HP-MOS's success and sustainability. During 2024–2025, the Charity focused on **responsiveness and resilience**, adapting to ongoing post-pandemic recovery challenges and reduced funding from the public and private sectors.

Through careful monitoring of expenditure, optimisation of revenue streams, and prudent budgeting, the Charity successfully secured funding to continue delivering its mental health and wellbeing services across Northeast London and the wider boroughs. Informal partnerships with mental health professionals and community stakeholders further enhanced our capacity to meet local needs.

The Trustees recognise that while these achievements demonstrate resilience, there is no room for complacency. Future financial planning will continue to prioritise sustainability, adaptability, and strategic growth, ensuring the Charity can respond effectively to emerging challenges and maximise public benefit.

Future Plans

The Trustees are committed to expanding the reach and impact of HP-MOS by:

- Securing new funding streams to enhance and extend mental health services
- Investing in training and support for both contract and voluntary staff to maintain high-quality service delivery
- Strengthening business continuity and disaster recovery arrangements
- Applying lessons learned from the pandemic to improve operational effectiveness and organisational resilience

By pursuing these priorities, the Charity aims to continue delivering meaningful impact while maintaining flexibility and innovation in its services.

Reserves Policy

The Trustees' reserves policy is to maintain an appropriate level of **unrestricted funds** not committed or invested in tangible fixed assets. This ensures that the Charity can continue to operate effectively in the event of unforeseen funding shortfalls or operational challenges.

Currently, free reserves are maintained at **under 12 months of running costs**, which the Trustees consider acceptable given the nature of the Charity's activities. This level of reserves is considered **financially prudent**, enabling the Charity to meet its obligations while continuing to deliver services efficiently and sustainably.

The reserves policy also assures funders, beneficiaries, and the broader public that the Charity's funds are being used effectively to achieve its charitable objectives.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2025

Responsibilities of the Trustees

The Trustees, who are also directors of Health Psychology Management Organisation Services for company law, are responsible for preparing the Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year that give an accurate and fair view of the Charity's financial position, including its income, expenditure, and application of resources.

In preparing the financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently
- Follow the methods and principles in the Charities' Statement of Recommended Practice (SORP)
- Make reasonable and prudent judgments and estimates
- State whether applicable UK accounting standards have been followed, disclosing any material departures
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charity will continue in operation

The Trustees are also responsible for:

- Ensuring proper accounting records are kept, providing reasonable accuracy of the Charity's financial position
- Ensuring compliance with the Companies Act 2006
- Safeguarding the Charity's assets and taking reasonable steps to prevent and detect fraud or other irregularities
- Maintaining the integrity of corporate and financial information published on the Charity's website

As far as the Trustees are aware, there is no relevant audit information of which the Charity's accountant/independent examiner is unaware. The Trustees have taken all reasonable steps to become aware of any relevant audit information and to ensure the accountant/independent examiner is aware of it.

Accountants / Independent Examiner

A resolution to appoint an accountant/independent examiner for the ensuing year was passed at the Annual General Meeting held on 1 April 2025.

Registered Office:

7 Blacksmiths Lane
Rainham, Essex
RM13 7AD

Signed by order of the Trustees:**Mercy Maclean**

Company Secretary & CEO

A handwritten signature in black ink, appearing to read 'Mercy Maclean', is written over a horizontal dotted line.

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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

Independent Examiner and Accountant

For the year ended 31 March 2025, a resolution was passed to appoint Kennoy & Co Accountants (Chartered Certified Accountants & Business Advisors) as the Independent Examiner of the Charity.

Independent Examiner's Report to the Trustees of Health Psychology Management Organisation Services

I report on the Charity's accounts for the year ended 31 March 2025, which are set out on pages 16–24 of this report.

Respective Responsibilities of Trustees and Examiner

The Charity is exempt from the requirements of a full audit under the Companies Act 2006. The Trustees requested that an independent examination be carried out under section 43(3)(a) of the Charities Act 1993.

It is my responsibility to:

Examine the accounts under section 43(3)(a) of the Charities Act 1993

Follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the Act

State whether any matters have come to my attention

Basis of Independent Examiner's Report

My examination was conducted in accordance with the general Directions provided by the Charity Commission. This involved reviewing the Charity's accounting records, comparing them with the presented accounts, and considering any unusual items or disclosures. Explanations were sought from the Trustees where necessary.

The procedures undertaken do not constitute an audit, and therefore, I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matters have come to my attention that:

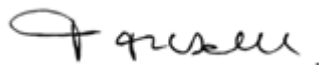
Give me reasonable cause to believe that in any material respect the Trustees have not:

Kept proper accounting records in accordance with section 41 of the Act; or

Prepared accounts that agree with the accounting records and comply with the accounting requirements of the Charities Act 1993

Or, in my opinion, require disclosure to enable a proper understanding of the Accounts

Signed:



Kennoy & Co Accountants

9 Marsh Farm Road

Chelmsford, Essex

CM3 5WP

Date: 27 December 2025

Kennoy & Co Accountants
9 Marsh Farm Road
Chelmsford, Essex
CM3 5WP

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2025

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	45,000	58,000	103,000	95,000
Activities for generating funds	3				
TOTAL INCOMING RESOURCES		45,000	58,000	103,000	95,000
RESOURCES EXPENDED					
Charitable activities	4/5	(38,400)	(34,100)	(72,500)	(65,000)
Exceptional costs of charitable activities	4/5				
Governance costs	6	(1,600)	(8,900)	(10,500)	(10,500)
TOTAL RESOURCES EXPENDED		(40,000)	(43,000)	(83,000)	(75,500)
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR	7	5,000	15,000	20,000	19,500
RECONCILIATION OF FUNDS					
Expenditure from Reserve		(2,300)	(16,600)	(18,900)	(18,900)
Total funds brought forward		12,300	6,600	18,900	18,900
TOTAL FUNDS CARRIED FORWARD		15,000	5,000	20,000	19,500

The Statement of Financial Activities includes all gains and losses in the year and therefore A statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2025

		2025	2024
	Note	£	£
INCOME		103,000	104,900
TOTAL EXPENDITURE		83,000	75,500
OPERATING SURPLUS/(DEFICIENCY)	7	20,000	19,500
Expenditure from Reserve			
		(20,000)	(19,500)
Fund Brought Forward from 2022/23:-			
Restricted		5,000	9,500
Unrestricted		15,000	10,000
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		20,000	19,500

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2025

	Note	2025	2024
		£	£
FIXED ASSETS	9		
Tangible assets		3,715	5,420
CURRENT ASSETS			
Cash at the bank		16,760	14,555
CREDITORS: Amounts falling due within one year	11	(475)	(475)
NET CURRENT ASSETS/(LIABILITIES)		20,000	19,500
TOTAL ASSETS LESS CURRENT LIABILITIES		20,000	19,500
NET ASSETS		20,000	19,500
FUNDS			
Restricted income funds	12	5,000	9,500
Unrestricted income funds	13	15,000	10,000
TOTAL FUNDS		20,000	19,500

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give an accurate and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 476, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

The members approved these financial statements of the committee on
The 27th December 2025, and are signed on their behalf by:

Edmund K. Ampadu



Chair/Director

Company Registration Number: 5727839

The notes on pages 19 to 24 form part of these financial statements.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

ACCOUNTING CONVENTION

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

CASH FLOW STATEMENT

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT, which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Costs of generating funds comprise costs associated with attracting voluntary income.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis. The value of services provided by volunteers is not incorporated into these financial statements.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset

- Equipment Straight Line 33 1/3%

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

TAXATION

The company is a registered charity and therefore is not liable for income tax on income

derived from its charitable activities, as it falls within the various exemptions available to registered charities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Donations				
Donations – Fundraising Corporate	30,000	-	30,000	29,400
- Individual	28,000		28,000	
		-	-	
Grants receivable				
Mental Health Fund				
National Lottery Comm Fund			25,000	25,000
Community Support Fund		-	10,600	10,600
Awards for All – National Lottery		20,000	10,000	10,000
Grants receivable - Cooperate funding	-	25,000	20,000	20,000
	58,000	45,000	103,000	95,000

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Fundraising events	-	-	-	-

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Exceptional costs of charitable activities				
Charitable activity	38,400	34,100	72,500	65,000
Support costs, Rents, & Insurance	1,600	8,900	10,500	10,500
	<u>40,000</u>	<u>43,000</u>	<u>83,000</u>	<u>75,500</u>

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly £	Grant funding activities £	Support costs £	Total Funds 2025 £	Total Funds 2024 £
Exceptional costs of charitable activities	-	-	-	-	-
Charitable activity	38,400	34,100	10,500	83,000	75,500
	<u>38,400</u>	<u>34,100</u>	<u>10,500</u>	<u>83,000</u>	<u>86,000</u>

6. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £	Total Funds 2024 £
Staff Training	900	-	900	900
Accountancy fees, HR & Payroll	-	900	900	900
Costs of trustees' meetings	200	-	200	200
Other financial costs	500	-	500	500
Rent and Rates		8,000	8,000	8,000
	<u>1,600</u>	<u>8,900</u>	<u>10,500</u>	<u>10,500</u>

7. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2025 £	2024 £
Depreciation	<u>3,205</u>	<u>2,710</u>

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

The Charity subscribes to an insurance scheme, for trustees and officers.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2025	2024
	£	£
Wages and salaries	-	-
Employers' NI	-	-
Pension	-	-
	-	-

9. Particulars of employees:

The average number of employees during the year, calculated based on full-time equivalents, was as follows:

	2025	2024
	£	£
Contract Workers	34,100	46,000
	34,100	46,000

No employee received emoluments of more than £60,000 during the year (2024 - Nil).

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

10. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2024	24,900
Additions	1,500
At 31 March 2025	26,400
DEPRECIATION	
At 1 April 2024	19,480
Charge for the year	3,205
At 31 March 2025	22,685
NET BOOK VALUE	
At 31 March 2025	3,715
At 31 March 2024	5,420

11. CREDITORS: Amounts falling due within one year

	2025 £	2024 £
Accruals	475	475

12. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2024 £	Incoming resources £	Outgoing Resources	Balance at 31 Mar 2025 £
Restricted Fund	9,500	58,000	(62,500)	5,000

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2024	Incoming resources	Outgoing Resources	Balance at 31 Mar 2025
	£	£		£
General Funds	10,000	45,000	(40,000)	15,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets/ (liabilities) £	2024 Total £
Restricted Income Funds:		
Restricted Fund	5,000	9,500
Unrestricted Income Funds	15,000	10,000
	<u> </u>	<u> </u>
Total Funds	20,000	19,500
	<u> </u>	<u> </u>

15. COMPANY LIMITED BY GUARANTEE

The Company is limited by Guarantee.

Accounts

Charity Number 1116380

COMPANY REGISTRATION NUMBER 5727839

HEALTH PSYCHOLOGY MANAGEMENT
ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT & FINANCIAL
STATEMENTS

31 MARCH 2023

Charity Number 1116380

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2023

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ending 31 March 2023. The financial statements have been prepared following the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011, and the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Health Psychology Management Organisation Services
Charity registration number	1116380
Company registration number	5727839
Principal office	Knowledge Dock Business Centre University of East London Docklands Campus 4-6 University Way London E16 2RD
Registered office	7 Blacksmiths Lane Rainham, Essex RM13 7AD

THE TRUSTEES

The trustees who served the company during the period were as follows:

Edmund K. Ampadu
Miss Princess Asare-Boafo
Miss Ernestina Commodore

Company Secretary & CEO	Mrs. Mercy Maclean
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Bankers	Unity Trust Bank 9 Brindley place 4 Oozells Square Birmingham, B1 2HB
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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

Organisational Structure

The Organisation operates as a company limited by guarantee, under the terms of its Memorandum and Articles of Association dated 2nd March 2006. If the company is wound up, every member (including members who ceased to be members within one year before such winding up) would be required to contribute to the company's assets an amount not exceeding £10. Governance of the Organisation is the responsibility of a Board of Trustees (the "Board") comprising 3 individuals, each of whom is a trustee and member of the Council. This Board has full legal responsibility for the actions of the organisation, and its members, appointed for a renewable term of three years, are the company's directors for purposes of the Companies Act 2006. The Board meets three times yearly, with extraordinary general meetings when necessary.

The Chief Executive Officer, to whom the management of the activities of the Organisation is delegated, organises and attends all these meetings. The Board may and does appoint members and others to a range of committees and sub-committees to which it delegates specific responsibilities. The sub-committee comprises up to 6 members appointed for their proven abilities in many fields. Its role is primarily advisory. By calling on sub-committee members' expertise, it is expected that the Organisation will make better-informed and, therefore, sounder decisions and thus fulfil its charitable objectives more effectively. Sub-committee Members are provided with relevant documentation concerning the organisation's organisational structure, aims and activities and the opportunity to receive comprehensive individual briefings from the C.E.O. and to contribute individually to the activities of the Organisation as may be appropriate.

The Charity recognises the responsibilities placed by law on a charity trustee and provides a programme of training, which includes induction training in all compliance for all new trustees, as well as bi-annual refresher training for existing trustees to keep them up to date with current legislation. The company is established under a Memorandum of Association, which identifies its objects and powers and is governed under its Articles of Association. If the company is wound up, every member (including members who ceased to be members within one year before such winding up) would be required to contribute to the company's assets an amount not exceeding £10.

Our charity is committed to providing high-quality mental health care within a safe environment by appropriately qualified and competent staff. We aim to ensure that all staff act in a fair and consistent manner. All employees will be encouraged to develop their skills, fulfil their potential, and take advantage of training, development and progression opportunities in the charity. Selection for employment, promotion, training or any other benefit will be based on aptitude and ability. The charity is committed to a policy of treating all its employees and job applicants equally and recruiting the best person for each vacancy. No employee or potential employee shall receive less favourable treatment or consideration during recruitment and selection on the grounds of race, colour, religion or belief, nationality, ethnic origin, sexual orientation, gender, age, disability, marital status or part-time status or will be disadvantaged by any conditions of employment that cannot be justified as necessary on operational grounds.

We will continue to strive for low energy costs in buildings we rent and seek alternative ways

of powering the buildings we occupy. This will involve reviewing heating systems to ensure that we use energy efficiently, that glassing is the correct standard, and that air conditioning units are adequately maintained. We will also review our office rentals to ensure they use solar so that we can become a greener organisation.

Risk Management:

Internal control: Managing risk

The trustees actively review the significant risks that the charity faces regularly and believe maintaining reserves of fewer than 12 months, combined with a regular review of critical financial systems, will provide enough resources in the event of any adverse conditions arising. The trustees have also examined other operational and business risks the charity faces by the Statement of Recommended Practice (SORP) requirements. Each risk is classified into one of the following four categories:

- **Business or operational risk:** relates to the activities carried out within our organisation, arising from structure, systems, people, products or processes. Business or operational risks include business interruption, errors or omissions by employees, product failure, health and safety, failure of IT systems, fraud, loss of key people, litigation, loss of suppliers, etc. These are generally within the organisation's control through risk assessment and risk management practices, including internal control and insurance.
- **Financial risk:** This relates to the financial operation of our organisation, such as co-operate card risk, credit risk, funding risk, currency conversion risk, interest rate risk and cash flow risk. Some of these risks arise from a lack of cutbacks of funding. While these are typically outside the organisation's control, our organisation continues to act to mitigate those risks, for example, by credit control procedures.
- **Environmental risk:** This relates to changes in the political, economic, social and financial environment over which our organisation has little influence. Environmental risks include legislative change, regulations, climate change, natural disasters, loss of business, competition and economic slowdown. These are outside the organisation's control but can be mitigated to some extent through environmental scanning and contingency planning.
- **Reputation risk:** This relates to the failure to address some other risk that is within the organisation's control and requires the organisation to take a more comprehensive view of its impact on society. The trustees have asserted that there is no one widely accepted set of reputation risks; they will vary according to the nature of the business and its implementation. What is important is that this risk is classified in some way that is relevant to the needs of the business.

The reasons for classifying the risk management strategies are as follows:

- The list of individual risks facing our organisation is potentially endless. By grouping them into categories, the trustees can manage these in common using similar controls.
- The identification of risks begins at a senior level within the organisation. Categorisation enables managers to be more proactive in their attitude to risk management. Trustees consider the 'big-picture risks rather than the details.
- Once a risk has been identified, the trustees think of tools that may be used to measure and control them. Categorisation helps trustees to identify how they can use their experience to manage it.
- Risk categorisation provides a framework that can be used by trustees to define who is responsible, design appropriate internal controls and assist in simplified risk reporting.

- Developing a sound risk management system has allowed the grouping of risks into categories. Such a systematic approach helps the organisation identify related risks in the same category.

During this review, the trustees have determined the significant risks to which the Organisation is exposed, the potential impact if an individual risk materialises, and what mitigating action is to be taken by whom to reduce each risk to a level that the trustees consider acceptable. This position is recorded in a risk register used by management and will continue to be reviewed annually.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

Key Performance Indicators

On behalf of the Board of Trustees, the Organisation's management monitors various Key Performance Indicators (KPIs) to check the achievement of our organisation's strategic and operational objectives and reports upon them monthly, quarterly or annually as appropriate. These KPIs have been recently revised and include measures to track funding applications and awards, the public awareness and effectiveness of our programmes, progress towards achievement of our work placements and volunteering targets, internal staff issues and financial measures such as fundraising achievements, and other net income generated for charitable activities.

Employees, Contractors and Volunteers

The Organisation aims to maintain high standards in its employment practices to ensure the fair and efficient use of its most valuable asset, its staff, professional contractors and volunteers. All employees and potential employees (whether full-time, part-time, professional contractors, permanent or temporary) are treated fairly, regardless of gender, sexual orientation, race, ethnic origin, disability, religious beliefs or age. The sole criterion for selecting employment, contracting or volunteering is an applicant's suitability for the position. Training is provided and available to all permanent or temporary staff, who are encouraged to develop their potential and contribute to the Organisation's work. Permanent and temporary Staff members are both kept well informed of meetings, team briefings and personal briefings. In line with best practice and current law, staff are also consulted about Organisation developments and proposed changes, which may affect them, including matters affecting their employment and benefits.

Clients, Community and the Environment

The trustees commit considerable time, effort and resources into understanding and responding to the needs of our clients, which are reflected in the services we provide. Additionally, the charity recognises the importance of its environmental responsibilities and has measures in place to monitor and control its impact on the local environment and its compliance with any regulatory environmental standards. The charity seeks to implement policies to reduce its activities' potential detrimental environmental impact.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Our Mission statement is:

To effectively and efficiently facilitate the development of sustainable and community-based self-management care pathways for adults, children and young people with mental and physical Long-Term Health Conditions to improve their quality of life and outcomes, now and for generations to come. Thus recognising the interdependence of partnership working in education, service delivery, and providing professional infrastructure support to Frontline organisations.

OBJECTIVES AND ACTIVITIES

The objects of the charity are:

- (1) To assist in relieving poverty and sickness for all racial/ethnic groups with long-term conditions in the community.
- (2) To assist and support in treating and caring for people.
- (3) To facilitate the provision of psychologically structured support.

WHO WE ARE AND WHAT WE DO

Health Psychology Management Organisation Services (HP-MOS) operates as a not-for-profit Organisation and is the first and second-tier organisation that has been in operation since 2006. The Organisation is a registered charity and a registered company limited by guarantee in the UK. As a 1st Tier organisation, we offer a range of psychological and social well-being training strategies, mental and physical health training services, and one-to-one and group counselling using different therapeutic approaches. We further provide informal adult and professional psychological training services to facilitate continuous learning for both professionals and adult learners with implications for social change and as part of continuous professional development (CPD). We identify all our target groups directly through public and private statutory sectors and within different community settings with an outcome of improving quality of life.

Operating as a 2nd Tier Organisation allows us to focus on Workforce/Professional and Infrastructure Development to improve health, work and well-being outcomes in organisational training strategies. Our training strategies include the provision of Business and psychological support services and organisational Human Resource Infrastructure support to entrepreneurs. We identify our clients through the voluntary, community, public, private and statutory sectors. Our Infrastructure support services focus on people, culture, systems and processes to enrich experiences, deepen knowledge, expand networks and reduce workplace Stress and Anxiety. We engage in empirical research projects with proven quantitative and qualitative methodologies with policy implications. We focus on developing countries to improve their mental, physical, social, educational, environmental and economic well-being with many diverse projects

HOW WE WORK

In the UK

We work in partnership through contractual funding agreements with local and national trust funding bodies, corporate funders, funding from local authorities, and partnership engagements with the community, voluntary groups, and beneficiaries as critical stakeholders.

OUR SERVICES

Our current services include:

- Mental and physical Self-management psychological support services.
- Psychological support services for families, children and young people.
- Services for Workforce / Professional Development Strategies addressing health, work and well-being.
- Work Placements/Volunteer Opportunities for Psychology and Social Care Graduates and Undergraduates.
- Engage in psychology, health and social care research using qualitative and quantitative methods in the UK and across Europe.
- Our International work also focuses on developing countries to improve the mental, physical, social, educational, environmental and economic well-being with many diverse projects.

Public Benefit

The trustees confirm they have referred to the information in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives, planning activities, and setting policies and priorities for the year ahead. Our charitable objects are to promote any charitable purpose for the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress. In carrying out its objectives and all aspects of its work, our charity is committed to promoting equality and diversity, preventing prejudice and discrimination, ensuring equal access and promoting good relations between all community sections. The main activities undertaken to further our charitable purposes for public benefit are to provide the therapeutic support people need for their problems and to improve the policies and practices that affect people's lives.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

We currently operate in the following London Boroughs.

- Barking and Dagenham
- Newham
- Redbridge
- Havering
- London- wide

BENEFITS OF OUR SERVICES

- Facilitate effective and sustainable community-based self-management care pathways.
- Improve the quality of life, hence relieving suffering, hardship and deprivation.
- Promote opportunities for volunteering to sustainable employment for marginalised and disadvantaged groups.
- Advanced psychology, health and social care education on mental health promotion/social skills training and physical health awareness programmes.
- Assist in relieving sickness and preserving poorer communities' physical and mental well-being.
- Focus on building stronger communities by overcoming isolation and fragmentation and encouraging inclusion, connection and integration for poorer communities.
- Address complex and multi-stranded self-management care pathways and difficult problems in unusual and imaginative ways.
- Optimise healthier lifestyles for "hard-to-reach" communities with personalised health prevention and education.
- Build organisational human resource infrastructure in staff training and development to improve organisations' ability to develop their structures, systems, people, and skills to deliver effective business strategies.

Most of our services are contracted by the statutory sector and funding bodies, and the criteria used to select beneficiaries are, in the main, set by the commissioning agency. However, we ensure the most comprehensive access to our services, with beneficiaries being able to apply or refer themselves directly to benefit from our services rather than formally being referred by a third party.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

ACHIEVEMENTS AND PERFORMANCE

DURING 2022 -2023

ACHIEVEMENTS

AWARDS

Newham business awards 2022: Our charity was selected as one of three shortlisted for the Newham business awards 2022 for the category of positive mental health and well-being. We were runner-up and were highly recommended for our outstanding contributions to positive mental health in different communities.

East London Community Heroes Awards 2022: Our charity was shortlisted in the East London Community Heroes Awards 2022 for its exemplary work in Outstanding Initiatives for Health & well-being in different communities. We were runner-up and were highly recommended for our outstanding contributions.

Charitable activities and public benefit

The impact of POST COVID-19 pandemic and how we have responded

After three years of living with COVID-19, the mental health toll of the pandemic is evident in terms of mental health impacts. Vulnerable and disadvantaged communities have been disproportionately hit hardest, with no one escaping the mental health impact of the pandemic. Our charity has been proactive in supporting vulnerable and underprivileged communities while providing training and support for our contract staff, volunteers and interns about "Positive mental health and well-being". Many experiences of stress and anxiety are characterised by fear, people feeling isolated and lonely, which causes unintended consequences of a mental health breakdown. Our services provided a complete understanding of how individuals were not coping with the psychological and social impacts Post-COVID-19. This was followed by a more consistent demand for psychological and emotional interventions, which our charity provided in response to POST COVID-19 to allow individuals to adjust rapidly to the changing needs.

In contrast, our charity navigated the financial and operational challenges that we faced at the same time. The COVID-19 pandemic has reminded us how interdependent we are: what happens to one person can soon affect many others in different community settings. Additionally, the pandemic also reminds us of what impacts different communities have to be addressed by all of us. As with many other mental health problems, the solution rests on collective efforts. Ultimately, if communities are to thrive, we must remember that we are one. The pandemic has merely reinforced fundamental challenges we have as a charity, but at the same time, we have embraced new ideas for strengthening communities and the wider society.

The operational impact of POST COVID-19

The COVID-19 Pandemic changed how we delivered our services three years after the pandemic and in the year (2022 to 2023) for marginalised and disadvantaged communities. The impact of the POST COVID-19 pandemic three years ago meant that our charity was facing and still is facing increased demand for our services from vulnerable communities in need of unparalleled support. Before the pandemic, we delivered our services face-to-face; however, after COVID-19 and two years later, we have incorporated our services from face-to-face to include online. We quickly adapted to transitioning our services, and our staff and volunteers

adjusted quickly to continue offering psychological support sessions both face-to-face and online. These changes stem from our resilience and our willingness and ability to take steps to address the immediate challenges we faced by adapting our services. Last year, we supported 2,500 clients with underlining mental health problems during POST COVID-19 Pandemic with increased demand for our services. All our teams refocused their work on dealing with the impact of POST COVID-19 and worked quickly to adapt to different community needs. The staff were trained and well-positioned to adapt to the changes in the new technology systems that are cloud-based and accessible remotely. We maintained business continuity following the rapid shift from office to online working three years after the Pandemic. We will continue to act as a voice for our clients and show there is a place for the third sector to be influential and for our charity to present itself as a knowledgeable and thoughtful leader. We have acquired a deeper understanding and implemented strategies needed to support more people in improving their quality of life with COVID-19, with the implications of gaining self-management skills.

We have continued to implement our new and robust service user involvement strategies successfully.

This means that service users:

- Are always placed at the heart of the organisation;
- Will influence decision-making;
- Are always involved in service reviews, changes, developments etc.
- Will always be part of setting essential qualities and attributes for staff and will be involved in evaluation processes;
- Will be at the forefront of the organisation-wider service user events
- Will always be part of developing service user-led quality standards.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

DURING 2022-2023

PERFORMANCE

In total, we supported 2,500 people with all our project activities and support intervention services as follows:

We built capacity-building for our organisation, successfully supported 1380 marginalised and disadvantaged communities at the grassroots level, and delivered online psychological well-being support for communities with mental health problems.

We Supported 220 clients with experiences of bereavement POST COVID-19 by providing emotional and psychological support via telephone and video conference calls to combat grief.

We supported 600 communities from different Black, Asian and Ethnic Minority (BAME) groups with Psychological recovery support from existing inequalities in housing, employment, finances and other issues that impacted mental health that were made worse post-COVID-19.

We Supported 300 male demographics who were suffering from depression and anxiety with increased fatigue, irritability and a loss of interest in work or other hobbies POST-COVID-19.

We recruited and supported eight volunteers from marginalised and disadvantaged communities with our WELLNESS programme to improve their quality of life, hence improving employability prospects.

Our intervention/therapeutic strategies include:

- Cognitive behavioural therapy (CBT) Intervention
- Guided self-help as a group intervention
- Behavioural activation as a talking therapy
- Interpersonal therapy (IPT) Intervention
- Mindfulness-based therapies
- Recovery and Inclusion to work Intervention

We monitored and evaluated all our interventions as a continuous function that employed the systematic collection of data on specified indicators of the extent of progress and achievement of our activities and progress in all the interventions.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Financial planning and reviews are vital in supporting our charity through the POST COVID-19. Hence, we have been urgently working through our funding efforts to prioritise actions we may need to take to deliver our services. We realise these are stressful times which have no precedent. However, we will continue to evolve our financial planning and reviews based on feedback from our services. This financial year has been all about responsiveness and resilience. Although we managed to secure funding given the circumstances, this is no time for complacency.

Our financial review focuses on financial management, which requires a holistic response and careful prioritisation. Adding unnecessary tasks and complexity to overwhelming financial circumstances will not be helpful. Therefore, our financial management actions and process changes are designed to support our charity to prevent it from being under pressure.

Against financial cuts from public and private organisations and in light of the POST COVID-19 Pandemic, we successfully engaged funders and secured funding in response to the pandemic and charitable objectives. Additionally, we successfully formed strategic partnerships with mental health providers in local communities. While there is a wealth of experience to draw on from looking back, our focus is firmly fixed on the future. The charity will remain dynamic for the near future as we have carved a platform that allows us to be even more effective at what we do.

PLANS FOR FUTURE PERIODS

We rely upon funding and donations for our projects from different trusts. However, the trustees are focused on retaining and attracting contracts by reconfiguring services to meet current needs and by applying to new funders. Obtaining project funding from additional sources will allow the charity to broaden and progress further with its various mental health services to Northeast London and the London boroughs.

The charity will continue to rely upon contract and voluntary staff, who assist significantly in the day-to-day running of our organisation. We must continue investing in the training and support of volunteers and contract staff. We will continue strengthening our commitment to our central Business Continuity/Disaster Recovery Plan. We will continue to plan amid a climate of continuing uncertainty. Doing this properly means reflecting on what the pandemic has revealed about the state of our charity. But at the same time, the POST pandemic has once again brought out our charity's seemingly limitless capacity for generosity in serving communities. Our charitable impulse runs as deep as it ever has, crossing traditional dividing lines. We can and do take pride in this as we continue to evolve, finding new possibilities to meet the most unexpected challenges.

RESERVES POLICY

The trustee's reserves policy is to maintain an appropriate level of unrestricted funds not committed or invested in tangible fixed assets as a critical element of the organisation's strategic plan. The policy is a benchmark to ensure we use our funds effectively. The reserves policy also helps to demonstrate that the charity's fund is being used to good effect. Funders, beneficiaries, members and the wider public are entitled to know this. The charity's current assessment of the level of free reserves is under 12 months running cost. This is based upon the sums needed, should all funding be withdrawn and to wind up the charity's current services. Hence, the actual free reserve of under 12 months running cost is considered acceptable due to the nature of the charity's activities and additionally considered financially prudent.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2023

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Health Psychology Management Organisation Services for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the charitable company's state of affairs and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the charities' statement of recommended practice (SORP)
- make reasonable and prudent judgements and estimates
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on an going concern basis unless it's inappropriate to presume that the charitable company will continue in business

The trustees are responsible for ensuring proper accounting records are kept. The records must disclose, with reasonable accuracy, at any time, the financial position of the charitable company and the trustees must make sure the financial statements comply with the Companies Act 2006. The trustees are also responsible for maintaining the integrity of the corporate and financial information included on the charitable company's website. Trustees must safeguard the charitable company and the group's assets and take reasonable steps to prevent and detect fraud and other irregularities. As far as the trustees are aware, there is no relevant audit information of which the charitable company's accountant/independent examiner is unaware, and the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the accountant/independent examiner is aware of that information.

ACCOUNTANTS/INDEPENDENT EXAMINER

A resolution to appoint an accountant/independent examiner for the ensuing year was proposed on the 1st April (2022) at the Annual General Meeting.

Registered office:
7 Blacksmiths Lane
Rainham,
Essex
RM13 7AD

Signed by order of the trustees

MERCY MACLEAN
Company Secretary & CEO



HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2023

Independent examiner and Accountant

A resolution was made to use the services of Kennoy & Co Accountants (*Chartered Certified Accountants & Business Advisors*)

Independent examiner's report to the trustees of Health Psychology Management Organisation Services for the year ended 31 March 2023

I report on the accounts of the charity, which are set out on pages 16-24

Respective responsibilities of trustees and examiner

The company is exempt from the requirements for companies Act Audit. The directors have requested that an independent examination be carried out under section 43(3)(a) of the Act 1993; consequently,

It is my responsibility to:

- examine the accounts under section 43(3)(a) of the 1993 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those 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 I do not express an audit opinion on the accounts.

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 trustees have not met the requirements to ensure that:-

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act. Or

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

Signed 

Date

30/12/2023

Kennoy & Co Accountants
9 Marsh Farm Road,
Chelmsford
Essex
CM3 5WP

Kennoy & Co Accountants
9 Marsh Farm Road
Chelmsford, Essex
CM3 5WP

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	26,600	78,300	104,900	132,200
Activities for generating funds	3				3,000
TOTAL INCOMING RESOURCES		26,600	78,300	104,900	135,200
RESOURCES EXPENDED					
Charitable activities	4/5	(19,400)	(55,000)	(74,400)	(103,830)
Exceptional costs of charitable activities	4/5				
Governance costs	6	(3,000)	(8,600)	(11,600)	(13,000)
TOTAL RESOURCES EXPENDED		(22,400)	(63,600)	(86,000)	(116,830)
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR	7	4,200	14,700	18,900	18,370
RECONCILIATION OF FUNDS					
Expenditure from Reserve		(2,500)	(15,870)	(18,370)	(23,000)
Total funds brought forward		10,600	7,770	18,370	23,000
TOTAL FUNDS CARRIED FORWARD		12,300	6,600	18,900	18,370

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2023

		2023	2022
	Note	£	£
INCOME		104,900	132,200
TOTAL EXPENDITURE		86,000	113,830
OPERATING SURPLUS/(DEFICIENCY)	7	18,900	18,370
Expenditure from Reserve		(23,000)	(23,000)
Fund Brought Forward from 2021/22:-			
Restricted		20,000	20,000
Unrestricted		3,000	3,000
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		18,900	18,370

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2023

	Note	2023 £	2022 £
FIXED ASSETS	9		
Tangible assets		6,430	5,645
CURRENT ASSETS			
Cash at bank		12,320	13,725
CREDITORS: Amounts falling due within one year	11	(450)	(1,000)
NET CURRENT ASSETS/(LIABILITIES)		18,300	18,370
TOTAL ASSETS LESS CURRENT LIABILITIES		18,300	18,370
NET ASSETS		18,300	18,370
FUNDS			
Restricted income funds	12	6,000	7,770
Unrestricted income funds	13	12,300	10,600
TOTAL FUNDS		18,300	18,370

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

(i) ensuring that the company keeps proper accounting records which comply with section 221 of the Act, and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 476, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements were approved by the members of the committee on the 28th December 2023 and are signed on their behalf by:

Edmund K. Ampadu

Director

Company Registration Number: 5727839

The notes on pages 19 to 24 form part of these financial statements.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

ACCOUNTING CONVENTION

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

CASH FLOW STATEMENT

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT, which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Costs of generating funds comprise costs associated with attracting voluntary income.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis. The value of services provided by volunteers is not incorporated into these financial statements.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset

- Equipment Straight Line 33 1/3%

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

TAXATION

The company is a registered charity and therefore is not liable for income tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Donations				
Donations - Fundraising	16,000	-	16,000	15,000
Grants receivable				
Covid Mental Health Fund		-	-	
National Lottery Comm Fund		43,300	43,300	86,600
Covid Comm Support Fund	10,600	-	10,600	10,600
Awards for All - National Lottery	-	10,000	10,000	-
Grants receivable - Co- operate funding	-	25,000	25,000	20,000
	<u>26,600</u>	<u>78,300</u>	<u>104,900</u>	<u>132,200</u>

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Fundraising events	-	-	-	3,000

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Exceptional costs of charitable activities				
Charitable activity	19,400	55,000	74,400	103,830
Support costs, Rents, & Insurance	3,000	8,600	11,600	13,000
	<u>22,400</u>	<u>63,600</u>	<u>86,000</u>	<u>116,830</u>

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Grant funding activities	Support costs	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Exceptional costs of charitable activities	-	-	-	-	-
Charitable activity	19,400	55,500	11,600	86,000	116,830
	<u>19,400</u>	<u>55,000</u>	<u>11,600</u>	<u>86,000</u>	<u>116,830</u>

6. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Staff Training	1,200	-	1,200	800
Accountancy fees, HR & Payroll	-	600	600	1,200
Costs of trustees' meetings	300	-	300	500
Other financial costs	1,500	-	1,500	2,500
Rent and Rates		8,000	8,000	8,000
	<u>3,000</u>	<u>8,600</u>	<u>11,600</u>	<u>13,000</u>

7. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2023	2022
	£	£
Depreciation	<u>3,215</u>	<u>2,222</u>

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

The Charity subscribes to an insurance scheme, for trustees and officers.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2023	2022
	£	£
Wages and salaries	-	50,000
Employers' NI	-	1,830
Pension	-	1,500
	-	53,330

9. Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2023	2022
	£	£
Contract Workers	55,000	12,500
	55,000	12,500

No employee received emoluments of more than £60,000 during the year (2022 - Nil).

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

10. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2022	19,200
Additions	4,000
At 31 March 2023	23,200
DEPRECIATION	
At 1 April 2022	13,555
Charge for the year	3,215
At 31 March 2023	16,770
NET BOOK VALUE	
At 31 March 2023	6,430
At 31 March 2022	5,645

11. CREDITORS: Amounts falling due within one year

	2023 £	2022 £
Accruals	450	1,000

12. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2022 £	Incoming resources £	Outgoing Resources	Balance at 31 Mar 2023 £
Restricted Fund	7,770	78,300	(80,070)	6,000

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2023

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2022	Incoming resources	Outgoing Resources	Balance at 31 Mar 2023
	£	£		£
General Funds	10,600	26,600	(24,900)	12,300
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets/ (liabilities) £	2022 Total £
Restricted Income Funds:		
Restricted Fund	6,600	7,770
Unrestricted Income Funds	12,300	10,600
	<u> </u>	<u> </u>
Total Funds	18,900	18,370
	<u> </u>	<u> </u>

15. COMPANY LIMITED BY GUARANTEE

The Company is limited by Guarantee.

Accounts

Charity Number 1116380

COMPANY REGISTRATION NUMBER 5727839

HEALTH PSYCHOLOGY MANAGEMENT
ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT & FINANCIAL
STATEMENTS

31 MARCH 2022

Charity Number 1116380

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEE'S ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

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Balance sheet	18
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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2022

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ending 31 March 2022. The financial statements have been prepared following the accounting policies set out in note 1 to the financial statements and comply with the Charities Act 2011, and the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Health Psychology Management Organisation Services
Charity registration number	1116380
Company registration number	5727839
Principal office	Knowledge Dock Business Centre University of East London Docklands Campus 4-6 University Way London E16 2RD
Registered office	7 Blacksmiths Lane Rainham, Essex RM13 7AD

THE TRUSTEES

The trustees who served the company during the period were as follows:

Edmund K. Ampadu
Miss Princess Asare-Boafo
Miss Ernestina Commodore

Company Secretary & CEO	Mrs. Mercy Maclean
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Bankers	Unity Trust Bank 9 Brindley place 4 Oozells Square Birmingham, B1 2HB
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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

Organisational Structure

The Organisation operates as a company limited by guarantee, under the terms of its Memorandum and Articles of Association dated 2nd March 2006. If the company is wound up, every member (including members who ceased to be members within one year before such winding up) would be required to contribute to the company's assets an amount not exceeding £10. Governance of the Organisation is the responsibility of a Board of Trustees (the "Board") comprising three individuals, each of whom is a trustee and member of the Council. This Board has full legal responsibility for the actions of the organisation, and its members, appointed for a renewable term of three years, are the company's directors for purposes of the Companies Act 2006. The Board meets three times yearly, with extraordinary general meetings when necessary.

The Chief Executive Officer, to whom the management of the activities of the Organisation is delegated, organises and attends all these meetings. The Board may and does appoint members and others to a range of committees and sub-committees to which it delegates specific responsibilities. The sub-committee comprises up to 6 members appointed for their proven abilities in many fields. Its role is primarily advisory. By calling on sub-committee members' expertise, it is expected that the Organisation will make better-informed and, therefore, sounder decisions and thus fulfil its charitable objectives more effectively. Sub-committee Members are provided with relevant documentation concerning the organisation's organisational structure, aims and activities and the opportunity to receive comprehensive individual briefings from the C.E.O. and to contribute individually to the activities of the Organisation as may be appropriate.

The Charity recognises the responsibilities placed by law on a charity trustee and provides a programme of training, which includes induction training in all compliance for all new trustees, as well as bi-annual refresher training for existing trustees to keep them up to date with current legislation. The company is established under a Memorandum of Association, which identifies its objects and powers and is governed under its Articles of Association. If the company is wound up, every member (including members who ceased to be members within one year before such winding up) would be required to contribute to the company's assets an amount not exceeding £10.

Our charity is committed to providing high-quality mental health care within a safe environment by appropriately qualified and competent staff. We aim to ensure that all staff act in a fair and consistent manner. All employees will be encouraged to develop their skills, fulfil their potential, and take advantage of training, development and progression opportunities in the charity. Selection for employment, promotion, training or any other benefit will be based on aptitude and ability. The charity is committed to a policy of treating all its employees and job applicants equally and recruiting the best person for each vacancy. No employee or potential employee shall receive less favourable treatment or consideration during recruitment and selection on the ground of race, colour, religion or belief, nationality, ethnic origin, sexual orientation, gender, age, disability, marital status or part-time status or will be disadvantaged by any conditions of employment that cannot be justified as necessary on operational grounds.

We will continue to strive for low energy costs in buildings we rent and seek alternative ways

of powering the buildings we occupy. This will involve reviewing heating systems to ensure that we use energy efficiently, glassing is of the correct standard, and that air conditioning units are adequately maintained. We will also review our office rentals to ensure it uses solar so that we can become a greener organisation.

Risk Management:

Internal control: Managing risk

The trustees actively review the significant risks that the charity faces regularly and believes maintaining reserves of fewer than 12 months, combined with a regular review of critical financial systems, will provide enough resources in the event of any adverse conditions arising. The trustees have also examined other operational and business risks the charity faces by the Statement of Recommended Practice (SORP) requirements. Each risk is classified into one of the following four categories:

- **Business or operational risk:** relates to the activities carried out within our organisation, arising from structure, systems, people, products or processes. Business or operational risks include business interruption, errors or omissions by employees, product failure, health and safety, failure of IT systems, fraud, loss of key people, litigation, loss of suppliers, etc. These are generally within the organisation's control through risk assessment and risk management practices, including internal control and insurance.
- **Financial risk:** This relates to the financial operation of our organisation, such as co-operate card risk, credit risk, funding risk, currency conversion risk, interest rate risk and cash flow risk. Some of these risks arise from a lack of cutbacks of funding. While these are typically outside the organisation's control, our organisation continues to act to mitigate those risks, for example, by credit control procedures.
- **Environmental risk:** This relates to changes in the political, economic, social and financial environment over which our organisation has little influence. Environmental risks include legislative change, regulations, climate change, natural disasters, loss of business, competition and economic slowdown. These are outside the organisation's control but can be mitigated to some extent through environmental scanning and contingency planning.
- **Reputation risk:** This relates to the failure to address some other risk that is within the organisation's control that requires the organisation to take a more comprehensive view of its impact on society. The trustees have asserted that there is no one widely accepted set of reputation risks; they will vary according to the nature of the business and its implementation. What is important is that this risk is classified in some way that is relevant to the needs of the business.

The reasons for classifying the risk management strategies are as follows:

- The list of individual risks facing our organisation is potentially endless. By grouping them into categories, the trustees can manage these in common using similar controls.
- The identification of risks begins at a senior level within the organisation. Categorisation enables managers to be more proactive in their attitude to risk management. Trustees consider the 'big-picture risks rather than the detail.
- Once a risk has been identified, the trustees think of tools that may be used to measure and control them. Categorisation helps trustees to identify how they can use their experience to manage it.
- Risk categorisation provides a framework that can be used by trustees to define who is responsible, design appropriate internal controls and assist in simplified risk reporting.

- Developing a sound risk management system has made it possible to group risks into categories. Such a systematic approach helps the organisation identify related risks in the same category.

In the course of this review, the trustees have determined the significant risks to which the Organisation is exposed, the potential impact if an individual risk materialises, and what mitigating action is to be taken by whom to reduce each risk to a level which the trustees consider to be acceptable. This position is recorded in a risk register used by management and will continue to be reviewed annually.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (*continued*)

YEAR ENDED 31 MARCH 2022

Key Performance Indicators

On behalf of the Board of Trustees, the Organisation's management monitors various Key Performance Indicators (KPIs) to check the achievement of our organisation's strategic and operational objectives and reports upon them monthly, quarterly or annually as appropriate. These KPIs have been recently revised and include measures to track funding applications and awards, the public awareness and effectiveness of our programmes, progress towards achievement of our work placements and volunteering targets, internal staff issues and financial measures such as fundraising achievements, and other net income generated for charitable activities.

Employees, Contractors and Volunteers

The Organisation aims to maintain high standards in its employment practices to ensure the fair and efficient use of its most valuable asset, its staff, professional contractors and volunteers. All employees and potential employees (whether full-time, part-time, professional contractors, permanent or temporary) are treated fairly, regardless of gender, sexual orientation, race, ethnic origin, disability, religious beliefs or age. The sole criterion for selecting employment, contracting or volunteering is an applicant's suitability for the position. Training is provided and available to all permanent or temporary staff, who are encouraged to develop their potential and contribute to the Organisation's work. Permanent and temporary Staff members are kept well informed of meetings, team briefings and personal briefings. In line with best practice and current law, staff are also consulted about Organisation developments and proposed changes, which may affect them, including matters affecting their employment and benefits.

Clients, Community and the Environment

The trustees commit considerable time, effort and resources into understanding and responding to the needs of our clients, which are reflected in the services we provide. Additionally, the charity recognises the importance of its environmental responsibilities and has measures in place to monitor and control its impact on the local environment and its compliance with any regulatory environmental standards. The charity seeks to implement policies to reduce its activities' potential detrimental environmental impact.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES

Our Mission statement is:

To effectively and efficiently facilitate the development of sustainable and community-based self-management care pathways for adults, children and young people with mental and physical Long-Term Health Conditions to improve their quality of life and outcomes, now and for generations to come. Thus, recognising the interdependence of partnership working in education, service delivery, and providing professional infrastructure support to Frontline organisations.

OBJECTIVES AND ACTIVITIES

The objects of the charity are:

- (1) To assist in relieving poverty and sickness for all racial/ethnic groups with long-term conditions in the community.
- (2) To assist and support in the treatment and care of people.
- (3) To facilitate the provision of psychological structured support.

WHO WE ARE AND WHAT WE DO

Health Psychology Management Organisation Services (HP-MOS) operates as a not-for-profit Organisation and is the first and second Tier Organisation that has been in operation since 2006. The Organisation is a registered charity and a registered company limited by guarantee in the UK. As a 1st Tier organisation, we offer a range of psychological and social well-being training strategies, mental and physical health training services, and one-to-one and group counselling using different therapeutic approaches. We further provide informal adult and professional psychological training services to facilitate continuous learning for both professionals and adult learners with implications for social change and as part of continuous professional development (CPD). We identify all our target groups directly through public and private statutory sectors and within different community settings with an outcome of improving quality of life.

Operating as a 2nd Tier Organisation allows us to focus on Workforce/Professional and Infrastructure Development to improve health, work and well-being outcomes in organisational training strategies. Our training strategies include the provision of Business and psychological support services and organisational Human Resource Infrastructure support to entrepreneurs. We identify our clients through the voluntary, community, public, private and statutory sectors. Our Infrastructure support services focus on people, culture, systems and processes to enrich experiences, deepen knowledge, expand networks and reduce workplace Stress and Anxiety. We engage in empirical research projects with proven quantitative and qualitative methodologies with policy implications. We focus on developing countries to improve their mental, physical, social, educational, environmental and economic well-being with many diverse projects

HOW WE WORK

In the UK

We work in partnership through contractual funding agreements with local and national trust funding bodies, corporate funders, funding from local authorities, and partnership engagements with the community, voluntary groups, and beneficiaries as critical stakeholders.

OUR SERVICES

Our current services include:

- Mental and physical Self-management psychological support services.
- Psychological support services for families, children and young people.
- Services for Workforce / Professional Development Strategies addressing health, work and well-being.
- Work Placements/Volunteer Opportunities for Psychology and Social Care Graduates and Undergraduates.
- Engage in psychology, health and social care research using qualitative and quantitative methods in the UK and across Europe.
- Our International work also focuses on developing countries to improve the mental, physical, social, educational, environmental and economic well-being with many diverse projects.

Public Benefit

The trustees confirm they have referred to the information contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and planning activities, and setting policies and priorities for the year ahead. Our charitable objects are to promote any charitable purpose for the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress. In carrying out its objectives and in all aspects of its work, our charity is committed to promoting equality and diversity, preventing prejudice and discrimination, ensuring equal access and promoting good relations between all sections of the community. The main activities undertaken to further our charitable purposes for public benefit are to provide the therapeutic support people need for their problems and to improve the policies and practices that affect people's lives.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

We currently operate in the following London Boroughs.

- Barking and Dagenham
- Newham
- Redbridge
- Havering
- London- wide

BENEFITS OF OUR SERVICES

- Facilitate effective and sustainable community-based self-management care pathways.
- Improve the quality of life, hence relieving suffering, hardship and deprivation.
- Promote opportunities for volunteering to sustainable employment for marginalised and disadvantaged groups.
- Advanced psychology, health and social care education on mental health promotion/social skills training and physical health awareness programmes.
- Assist in relieving sickness and preserving the physical and mental well-being of poorer communities.
- Focus on building stronger communities by overcoming isolation and fragmentation and encouraging inclusion, connection and integration for poorer communities.
- Address complex and multi-stranded self-management care pathways often-difficult problems in unusual and imaginative ways.
- Optimise healthier lifestyles for "hard-to-reach" communities with personalised health prevention and education.
- Build organisational Human Resource infrastructure in staff training and development to improve the ability of organisations to develop their structures, systems, people and skills to deliver effective business strategies.

Most of our services are contracted by the statutory sector, and funding bodies and the criteria used to select beneficiaries are, in the main, set by the commissioning agency. However, we ensure the most comprehensive access to our services, with beneficiaries being able to apply or refer themselves directly to benefit from our services rather than formally being referred by a third party.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

ACHIEVEMENTS AND PERFORMANCE

DURING 2021 -2022

ACHIEVEMENTS

AWARDS

Newham business awards 2022: Our charity was selected as one of three shortlisted for the Newham business awards 2022 for the category of positive mental health and well-being. We were runner-up and were highly recommended for our outstanding contributions to positive mental health in different communities.

East London Community Heroes Awards 2022: Our charity was shortlisted in the East London Community Heroes Awards 2022 for its exemplary work in Outstanding Initiatives for Health & well-being in different communities. We were runner-up and were highly recommended for our outstanding contributions.

Charitable activities and public benefit

The impact of POST COVID-19 pandemic and how we have responded

After two years of living with COVID-19, the mental health toll of the pandemic is evident in terms of mental health impacts. Vulnerable and disadvantaged communities have been disproportionately hit hardest, with no one escaping the mental health impact of the pandemic. Our charity has been proactive in supporting vulnerable and underprivileged communities while providing training and support for our contract staff, volunteers and interns about "Positive mental health and well-being". Many experiences of stress and anxiety are characterised by fear, people feeling isolated and lonely, which causes unintended consequences of a mental health breakdown. Our data provided a complete understanding of how individuals were not coping with the psychological and social impacts Post COVID-19. This was followed by a more consistent demand for psychological and emotional interventions, which our charity provided in response to POST COVID-19 to allow individuals to adjust rapidly to the changing needs. In contrast, our charity at the same time navigated the financial and operational challenges that we faced. The COVID-19 pandemic has reminded us how interdependent we are: what happens to one person can soon affect many others in different community settings. Additionally, the pandemic also reminds us of what impacts different communities have to be addressed by all of us. As with many other mental health problems, the solution rests on collective efforts. Ultimately, if communities are to thrive, we must remember that we are one. The pandemic has merely reinforced fundamental challenges we have as a charity, but at the same time, we have embraced new ideas for strengthening communities and the wider society.

The operational impact POST COVID-19

The COVID-19 Pandemic changed how we delivered our services two years after the pandemic and in the year (2021 to 2022) for marginalised and disadvantaged communities. The impact of the POST COVID-19 pandemic two years on meant that our charity was facing and still is facing increased demand for our services from vulnerable communities in need of unparalleled support. Before the Pandemic, we delivered our services face-to-face; however, POST COVID-19 and two years on, we have changed how we provide our services from face-to-face to online. We quickly adapted to transition our services, and our staff and volunteers adjusted quickly to continue offering psychological support sessions online. These changes stem from

our resilience and our willingness and ability to take steps to address the immediate challenges we faced by adapting our services due to restrictions caused by the Pandemic two years ago. Last year, we supported 1,500 clients with underlining mental health problems during POST COVID-19 Pandemic with increased demand for our services. All our teams refocused their work on dealing with the impact of POST COVID-19 and worked quickly to adapt to different community needs. The staff were trained and well-positioned to adapt to the changes in the new technology systems that are cloud-based and accessible remotely. We maintained business continuity following the rapid shift from office to online working two years after the Pandemic. We will continue to act as a voice for our clients and show there is a place for the third sector to be influential and for our charity to present itself as a knowledgeable and thoughtful leader. We have acquired a deeper understanding and implemented strategies needed to support more people in improving their quality of life POST COVID-19, with implications of gaining self-management skills.

We have continued to implement our new and robust service user involvement strategies successfully.

This means that service users:

- Are always placed at the heart of the organisation;
- Will influence decision-making;
- Are always involved in service reviews, changes, developments etc.
- Will always be part of setting essential qualities and attributes for staff and will be involved in evaluation processes;
- Will be at the forefront of the organisation-wider service user events
- Will always be part of developing service user-led quality standards.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

DURING 2021-2022

PERFORMANCE

In total, we supported 1,500 people with all our project activities and support intervention services as follows:

We built capacity-building for our organisation, successfully supported 900 marginalised and disadvantaged communities at the grassroots level, and delivered online psychological well-being support for communities with mental health problems.

We Supported 200 clients with experiences of bereavement POST COVID-19 by providing emotional and psychological support via telephone and video conference calls to combat grief.

We supported 250 communities from different Black, Asian and Ethnic Minority (BAME) groups with Psychological recovery support from existing inequalities in housing, employment, finances and other issues that impacted mental health that were made worse post-COVID-19.

We Supported 150 male demographic who was suffering from depression and anxiety with increased fatigue, irritability and a loss of interest in work or other hobbies POST-COVID-19.

We recruited and supported six volunteers from marginalised and disadvantaged communities with our WELLNESS programme to improve their quality of life, hence improving employability prospects.

Our intervention/therapeutic strategies include the following:

- Cognitive behavioural therapy (CBT) Intervention
- Guided self-help as a group intervention
- Behavioural activation as a talking therapy
- Interpersonal therapy (IPT) Intervention
- Mindfulness-based therapies
- Recovery and Inclusion to work Intervention

We monitored and evaluated all our interventions as a continuous function that employed the systematic collection of data on specified indicators of the extent of progress and achievement of our activities and progress in all the interventions.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

FINANCIAL REVIEW

Financial planning and reviews are vital in supporting our charity through the POST COVID-19. Hence, we have been urgently working through our funding efforts to prioritise actions we may need to take in delivering our services. We realise these are stressful times which have no precedent. However, we will continue to evolve our financial planning and reviews based on feedback from our services. This financial year has been all about responsiveness and resilience. Although we managed to secure funding given the circumstances, this is no time for complacency.

Our financial review focuses on financial management, which requires a holistic response and careful prioritisation. Adding unnecessary tasks and complexity to overwhelming financial circumstances will not be helpful. Therefore, our financial management actions and process changes are designed to support our charity to prevent it from being under pressure.

Against financial cuts from public and private organisations and in light of the POST COVID-19 Pandemic, we successfully engaged funders and secured funding in response to the pandemic and charitable objectives. Additionally, we successfully formed strategic partnerships with mental health providers in local communities. While there is a wealth of experience to draw on from looking back, our focus is firmly fixed on the future. The charity will remain dynamic for the near future as we have carved a platform that allows us to be even more effective at what we do.

PLANS FOR FUTURE PERIODS

We rely upon funding and donations for our projects from different trusts. However, the trustees are focussed on retaining and attracting contracts by reconfiguring services to meet current needs and by applying to new funders. Obtaining project funding from additional sources will allow the charity to broaden and progress further with its various mental health services to Northeast London and the London boroughs.

The charity will continue to rely upon contract and voluntary staff, who assist significantly in the day-to-day running of our organisation. We must continue investing in the training and support of volunteers and contract staff. We will continue strengthening our commitment to our central Business Continuity/Disaster Recovery Plan.

We will continue to plan amid a climate of continuing uncertainty. Doing this properly means reflecting on what the pandemic has revealed about the state of our charity. But at the same time, the POST pandemic has once again brought out our charity's seemingly limitless capacity for generosity in serving communities. Our charitable impulse runs as deep as it ever has, crossing traditional dividing lines. We can and do take pride in this as we continue to evolve, finding new possibilities to meet the most unexpected challenges.

RESERVES POLICY

The trustee's reserves policy is to maintain an appropriate level of unrestricted funds not committed or invested in tangible fixed assets as a critical element of the organisation's strategic plan. The policy acts as a benchmark to ensure that we use our funds effectively. The reserves policy also helps to demonstrate that the charity's fund is being used to good effect. Funders, beneficiaries, members and the wider public are entitled to know this. The charity's current assessment of the level of free reserves is under 12 months running cost. This is based upon the sums needed, should all funding be withdrawn and to wind up the charity's current

services. Hence, the actual free reserve of under 12 months running cost is considered acceptable due to the nature of the charity's activities and additionally considered financially prudent.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2022

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Health Psychology Management Organisation Services for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the charitable company's state of affairs and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the charities' statement of recommended practice (SORP)
- make reasonable and prudent judgements and estimates
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on an going concern basis unless it's inappropriate to presume that the charitable company will continue in business

The trustees are responsible for ensuring proper accounting records are kept. The records must disclose, with reasonable accuracy, at any time, the financial position of the charitable company and the trustees must make sure the financial statements comply with the Companies Act 2006. The trustees are also responsible for maintaining the integrity of the corporate and financial information included on the charitable company's website. Trustees must safeguard the charitable company and the group's assets and take reasonable steps to prevent and detect fraud and other irregularities. As far as the trustees are aware, there is no relevant audit information of which the charitable company's accountant/independent examiner is unaware. The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the accountant/independent examiner is aware of that information.

ACCOUNTANTS/INDEPENDENT EXAMINER

A resolution to appoint an accountant/independent examiner for the ensuing year was proposed on the 1st of April (2021) at the Annual General Meeting.

Registered office:
7 Blacksmiths Lane
Rainham, Essex
RM13 7AD

Signed by order of the trustees



MERCY MACLEAN
Company Secretary & CEO

Date: 28th December 2022

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2022

Independent examiner and Accountant

A resolution was made to use the services of Kennoy & Co Accountants (*Chartered Certified Accountants & Business Advisors*)

Independent examiner's report to the trustees of Health Psychology Management Organisation Services for the year ended 31 March 2022

I report on the accounts of the charity, which are set out on pages 16-24

Respective responsibilities of trustees and examiner

The company is exempt from the requirements for companies Act Audit. The directors have requested that an independent examination be carried out under section 43(3)(a) of the Act 1993; consequently.

It is my responsibility to:

- examine the accounts under section 43(3)(a) of the 1993 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those 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, I do not express an audit opinion on the accounts.

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 trustees have not met the requirements to ensure that:-

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act. Or

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

Signed 
Kennoy & Co Accountants
9 Marsh Farm Road
Chelmsford, Essex,
CM3 5WP

Date: 28th December 2022

Kennoy & Co Accountants
9 Marsh Farm Road
Chelmsford, Essex
CM3 5WP

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	45,600	86,600	132,200	108,000
Activities for generating funds	3	3,000		3,000	3,000
TOTAL INCOMING RESOURCES		48,600	86,600	135,200	110,500
RESOURCES EXPENDED					
Charitable activities	4/5	(91,330)	(12,500)	(103,830)	(68,200)
Exceptional costs of charitable activities	4/5				
Governance costs	6	(3,800)	(9,200)	(13,000)	(19,300)
TOTAL RESOURCES EXPENDED		(95,130)	(21,700)	(116,830)	(87,500)
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR					
RECONCILIATION OF FUNDS	7	(46,530)	64,900	18,370	23,000
Expenditure from Reserve		(3,000)	(20,000)	(23,000)	(8,000)
Total funds brought forward		3,000	(20,000)	23,000	8,000
TOTAL FUNDS CARRIED FORWARD		10,600	7,770	18,370	23,000

The Statement of Financial Activities includes all gains and losses in the year and, therefore a statement of total recognised gains and losses has yet to be prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2022

	Note	2022	2021
		£	£
INCOME		132,200	108,000
TOTAL EXPENDITURE		113,830	85,000
OPERATING SURPLUS/(DEFICIENCY)	7	18,370	23,000
 Expenditure from Reserve			
		(23,000)	-
Fund Brought Forward from 2020/21:-			
Restricted		20,000	20,000
Unrestricted		3,000	3,000
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		18,370	23,000

The Income and Expenditure Account includes all gains and losses in the year and, therefore a statement of total recognised gains and losses has yet to be prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2022

	Note	2022	2021
		£	£
FIXED ASSETS	9		
Tangible assets		5,645	1,333
CURRENT ASSETS			
Cash at bank		13,725	23,335
CREDITORS: Amounts falling due within one year	11	(1,000)	(1,668)
NET CURRENT ASSETS/(LIABILITIES)		18,370	23,000
TOTAL ASSETS LESS CURRENT LIABILITIES		18,370	23,000
NET ASSETS		18,370	23,000
FUNDS			
Restricted income funds	12	7,770	20,000
Unrestricted income funds	13	10,600	3,000
TOTAL FUNDS		18,370	23,000

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 476, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements were approved by the members of the committee on the 28th December 2022 and are signed on their behalf by:

Edmund K. Ampadu



(Director)

Company Registration Number: 5727839

The notes on pages 19 to 24 form part of these financial statements.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

ACCOUNTING CONVENTION

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

CASH FLOW STATEMENT

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT, which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Costs of generating funds comprise costs associated with attracting voluntary income.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis. The value of services provided by volunteers is not incorporated into these financial statements.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset

- Equipment Straight Line 33 1/3%

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

TAXATION

The company is a registered charity and therefore is not liable for income tax on income

derived from its charitable activities, as it falls within the various exemptions available to registered charities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Donations				
Donations - Fundraising	15,000	-	15,000	10,000
Grants receivable				
Covid Mental Health Fund		-	-	25,000
National Lottery Comm Fund		86,600	86,600	38,000
Covid Comm Support Fund	10,600	-	10,600	15,000
Awards for All – National Lottery	-	-	-	10,000
Grants receivable - Co-operate funding	20,000	-	20,000	10,000
	45,600	86,600	132,200	108,000

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Fundraising events	3,000	-	3,000	2,500

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Exceptional costs of charitable activities				
Charitable activity	91,330	12,500	103,830	68,200
Support costs, Rents, & Insurance	2,750	9,200	13,000	19,300
	<u>21,550</u>	<u>21,700</u>	<u>116,830</u>	<u>87,500</u>

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Grant funding activities	Support costs	Total Funds 2022	Total Funds 2021
	£	£	£	£	£
Exceptional costs of charitable activities	-	-	-	-	-
Charitable activity	91,330	12,500	13,000	116,830	87,500
	<u>91,330</u>	<u>12,500</u>	<u>13,000</u>	<u>116,830</u>	<u>87,500</u>

6. GOVERNANCE COSTS

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
Staff Training	800	-	800	5,300
Accountancy fees, HR & Payroll	-	1,200	1,200	1,000
Costs of trustees' meetings	500	-	500	2,000
Other financial costs	2,500	-	2,500	3,000
Rent and Rates		8,000	8,000	8,000
	<u>3,800</u>	<u>9,200</u>	<u>13,000</u>	<u>19,300</u>

7. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2022	2021
	£	£
Depreciation	<u>2,222</u>	<u>1,333</u>

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

The Charity subscribes to an insurance scheme, for trustees and officers.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2022	2021
	£	£
Wages and salaries	50,000	25,000
Employers' NI	1,830	4,335
Pension	1,500	1,213
	53,330	30,648

9. Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2022	2021
	£	£
Contract Workers	12,500	37,351
	12,500	37,351

No employee received emoluments of more than £60,000 during the year (2021 - Nil).

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

10. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2019	14,000
Additions	5,200
At 31 March 2020	19,200
DEPRECIATION	
At 1 April 2021	11,333
Charge for the year	2,222
At 31 March 2022	13,555
NET BOOK VALUE	
At 31 March 2022	5,645
At 31 March 2021	2,667

11. CREDITORS: Amounts falling due within one year

	2022 £	2021 £
Accruals	1,000	1668

12. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021 £	Incoming resources £	Outgoing Resources	Balance at 31 Mar 2022 £
Restricted Fund	20,000	86,600	(98,830)	7,770

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2021 £	Incoming resources £	Outgoing Resources	Balance at 31 Mar 2022 £
General Funds	3,000	45,600	(38,000)	10,600
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets/ (liabilitie s) £	2021 Total £
Restricted Income Funds:		
Restricted Fund	7,770	20,000
Unrestricted Income Funds	10,600	3,000
	<u> </u>	<u> </u>
Total Funds	<u>18,370</u>	<u>23,000</u>

15. COMPANY LIMITED BY GUARANTEE

The Company is limited by Guarantee.

Accounts

Charity Number 1116380

COMPANY REGISTRATION NUMBER 5727839

HEALTH PSYCHOLOGY MANAGEMENT
ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT & FINANCIAL
STATEMENTS

31 MARCH 2021

Charity Number 1116380

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2021

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2021. 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 Charities Act 2011, and the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Health Psychology Management Organisation Services
Charity registration number	1116380
Company registration number	5727839
Principal office	Knowledge Dock Business Centre University of East London Docklands Campus 4-6 University Way London E16 2RD
Registered office	7 Blacksmiths Lane Rainham, Essex RM13 7AD

THE TRUSTEES

The trustees who served the company during the period were as follows:

Edmund K. Ampadu
Miss Princess Asare-Boafo
Miss Ernestina Commodore

Company Secretary & CEO	Mrs. Mercy Maclean
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Bankers	Unity Trust Bank 9 Brindley place 4 Oozells Square Birmingham, B1 2HB
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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES

COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

Organisational Structure

The Organisation operates as a company limited by guarantee, under the terms of its Memorandum and Articles of Association dated 2nd March 2006. In the event of the company, being wound up every member (including members who ceased to be members within one year prior to such winding up) would be required to contribute to the company's assets an amount not exceeding £10. Governance of the Organisation is the responsibility of a Board of Trustees (the "Board") comprising 3 individuals, each of whom is a trustee and member of Council. This Board has full legal responsibility for the actions of the organisation and its members, who are appointed for a renewable term of three years, are the directors of the company for purposes of the Companies Act 2006. The Board meets three times a year with extraordinary general meeting when necessary.

The Chief Executive Officer, to whom management of the activities of the Organisation is delegated, organises and attends all these meetings. The Board may and does appoint members and others to a range of committees and sub-committees to which it delegates specific responsibilities. The sub-committee comprises up to 6 members appointed for their proven abilities in many fields. Its role is primarily advisory. By calling on sub-committee members' particular expertise, it is expected that the Organisation will make better-informed and therefore sounder decisions and thus fulfil its charitable objectives more effectively. Sub-committee Members are provided with relevant documentation concerning the organisational structure, aims and activities of the Organisation, together with the opportunity to receive comprehensive individual briefings from the C.E.O and to contribute individually to the activities of the Organisation as may be appropriate.

The Charity recognises the responsibilities placed by law on a charity trustee and provides a programme of training, which includes induction training in all compliance, for all new trustees, as well as bi-annual refresher training for existing trustees in order to keep them up to date with current legislation. The company is established under a Memorandum of Association, which identifies its objects and powers and is governed under its Articles of Association. In the event of the company, being wound up every member (including members who ceased to be members within one year prior to such winding up) would be required to contribute to the company's assets an amount not exceeding £10.

Risk Management:

Internal control: Managing risk

The trustees actively review the major risks, which the charity faces on a regular basis and believes maintaining reserves of fewer than 12 months, combined with a regular review over key financial systems, will provide sufficient resources in the event of any adverse conditions arising. The trustees have also examined other operational and business risks faced by the charity in accordance with the requirements of the Statement of Recommended Practice (SORP). Each risk is classified into one of the following four categories:

- **Business or operational:** relates to the activities carried out within our organisation, arising from structure, systems, people, products or processes. Business or operational risks include business interruption, errors or omissions by employees, product failure, health and safety, failure of IT systems, fraud, loss of key people, litigation, loss of suppliers, etc. These are generally within the control of the organisation through risk assessment and risk management practices, including internal control and insurance.
- **Financial risk:** This relates to the financial operation of our organisation, such as co-operate card risk, credit risk, funding risk, currency conversion risk, interest rate risk and cash flow risk. Some of these risks arise from lack of cutbacks of funding. While these are typically outside the organisation's control, our organisation continues to take action to mitigate those risks, for example, by credit control procedures.
- **Environmental risk:** This relates to changes in the political, economic, social and financial environment over which our organisation has little influence. Environmental risks include legislative change, regulations, climate change, natural disasters, and loss of business, competition and economic slowdown. These are outside the organisations control but can be mitigated to some extent through environmental scanning and contingency planning.
- **Reputation risk:** This relates to the failure to address some other risk that is within the organisation's control that requires the organisation to take a wider view of its impact on society. The trustees have asserted that there is no one widely accepted set of reputation risk; they will vary according to the nature of the business and its implementation. What is important is that this risk is classified in some way that is relevant to the needs of the business.

Reasons for classifying the risk management strategies are as follows:

- The list of individual risks facing our organisation is potentially endless. By grouping them into categories, the trustees can manage these in common with the use of similar controls.
- The identification of risks begins at a senior level within the organisation. Categorisation enables managers to be more pro-active in their attitude to risk management. The trustees do consider the 'big picture' risks rather than the detail.
- Once a risk has been identified, the trustees think of tools that may be used to measure and control them. Categorisation helps trustees to identify how they can use their experience to manage it.
- Risk categorisation provides a framework that can be used by trustees to define who is responsible, design appropriate internal controls and assist in simplified risk reporting.
- The development of a sound risk management system has made it possible to group risks into categories. Such a systematic approach helps the organisation identify related risks in the same category.

In the course of this review, the trustees have determined the major risks to which the Organisation is exposed, the potential impact if an individual risk materialises, and what mitigating action is to be taken by whom in order to reduce each risk to a level which the trustees considers to be acceptable. This position is recorded in a risk register, which is used by management and will continue to be reviewed annually.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

Key Performance Indicators

On behalf of the Board of Trustees, the Organisation's management monitors a variety of Key Performance Indicators (KPIs) to check achievement of our organisation's strategic and operational objectives and reports upon them monthly, quarterly or annually as appropriate. These KPIs have been recently revised and include measures to track funding applications and awards, the public awareness and effectiveness of our programmes, progress towards achievement of our work placements and volunteering targets, internal staff issues and financial measures such as fundraising achievements, and other net income generated for charitable activities.

Employees, Contractors and Volunteers

The Organisation aims to maintain high standards in its employment practices to ensure the fair and efficient use of its most valuable asset, its staff, professional contractors and volunteers. All employees and potential employees (whether full-time, part-time, professional contractors, permanent or temporary) are treated fairly, regardless of gender, sexual orientation, race, ethnic origin, disability, religious beliefs or age. The sole criterion for selection of employment, contracting or volunteering is the suitability of an applicant for the position. Training is provided and available to all permanent or temporary staff, who are encouraged to develop their potential and the contribution they can make to the Organisation's work. Permanent and temporary Staff members are both kept well informed of meetings, team briefings and personal briefings. In line with best practice and current law, staffs are also consulted about Organisation developments and proposed changes, which may affect them, including matters affecting their employment and benefits.

Clients, Community and the Environment

The trustees commit considerable time, effort and resources into understanding and responding to the needs of our clients, which are reflected in the services we provide. Additionally, the charity recognises the importance of its environmental responsibilities and has measures in place to monitor and control its impact on the local environment and its compliance with any regulatory environmental standards. The charity seeks to implement policies aimed at reducing any potential detrimental environmental impact of its activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

OBJECTIVES AND ACTIVITIES

Our Mission statement is:

To effectively and efficiently facilitate the development of sustainable and community based self-management care pathways for adults, children and young people with mental and physical Long Term Health Conditions to improve their quality of life and outcomes, now and for generations to come. Thus recognising the interdependence of partnership working in education, service delivery and to provide professional infrastructure support to Frontline organisations.

OBJECTIVES AND ACTIVITIES

The objects of the charity are:

- (1) To assist in the relief of poverty and sickness for all racial/ethnic groups with long term conditions in the community.
- (2) To assist and support in the treatment and care of people.
- (3) To facilitate in the provision of psychological structured support.

WHO WE ARE AND WHAT WE DO

Health Psychology Management Organisation Services (HP-MOS) operates as a not for profit Organisation and is a first and second Tier Organisation that has been in operation since 2006. The Organisation is a registered charity and a registered company limited by guarantee in the UK. As a 1st Tier organisation, we offer a range of psychological and social wellbeing training strategies, mental and physical health training services, one to one and group counselling, using different therapeutic approaches. We further provide informal adult and professional psychological training services to facilitate continuous learning for both professionals and adult learners with implications for social change and as part of continuous professional development (CPD). We identify all our target groups directly through public and private statutory sectors, and within different community settings with an outcome of improving quality of life.

Operating as a 2nd Tier Organisation allows us to focus on Workforce/Professional and Infrastructure Development with the aims of improving health, work and wellbeing outcomes in organisational training strategies. Our training strategies include the provision of Business and psychological support services and organisational Human Resource Infrastructure support to entrepreneurs. We identify our clients through the voluntary, community, public, private and statutory sectors. Our Infrastructure support services focuses on, people, culture, systems and processes to enrich experiences, deepen knowledge, expand networks and reduce workplace Stress and Anxiety. We engage in empirical research with our European partnership projects with proven quantitative and qualitative methodologies with policy implications. Our International work aim to focus on developing countries to improve their mental, physical, social, educational, environmental and economic wellbeing with many diverse projects

HOW WE WORK

In the UK

We work in partnership through contractual funding agreements with local and national trust funding bodies, through corporate funders, funding from local authorities, partnership engagements with community and voluntary groups and beneficiaries as key stakeholders.

Across Europe

Our partnerships through European projects contractual agreements with European partners across Europe have been halted to date. This is due to anticipated events which led to the UK's exit from the European Union (2020): EU single market and customs union.

Our International Partnerships

The Covid-19 pandemic has led to an inevitable surge in the use of digital technologies for our International work that focuses on developing countries to improve mental and wellbeing.

OUR SERVICES

Our current services include:

- Mental and physical Self-management psychological support services.
- Psychological support services for families, children and young people.
- Services for Workforce / Professional Development Strategies addressing health, work and well-being.
- Work Placements/Volunteer Opportunities for Psychology and Social Care Graduates and Undergraduate.
- Engage in psychology, health and social care research using both qualitative and quantitative methods both in the UK and across Europe.
- Our International work also focuses on developing countries to improve mental, physical, social, educational, environmental and economic well being with many diverse projects.

Public Benefit

The trustees confirm they have referred to the information contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives of the charity and in planning activities and setting policies and priorities for the year ahead. Our charitable objects are to promote any charitable purpose for the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress. In carrying out its objects and in all aspects of its work, our charity is committed to promoting equality and diversity, preventing prejudice and discrimination, ensuring equal access and promoting good relations between all sections of the community. The main activities undertaken to further our charitable purposes for public benefit are to provide the therapeutic support people need for the problems that they face and to improve the policies and practices that affect people's lives.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

We currently operate in the following London Boroughs

- Barking and Dagenham
- Newham
- Redbridge
- Havering
- London- wide

BENEFITS OF OUR SERVICES

- Facilitate effective and sustainable community-based self-management care pathways.
- Improve quality of life, hence the relief of suffering, hardship and deprivation.
- Promote opportunities for volunteering to sustainable employment for marginalised and disadvantaged groups.
- Advance psychology, health and social care education on mental health promotion/social skills training and physical health awareness programmes.
- Assist in the relief of sickness and preserve the physical and mental well being of poorer communities.
- Focus on building stronger communities by overcoming isolation and fragmentation and encouraging inclusion, connection and integration for poorer communities.
- Address complex and multi-stranded self-management care pathways often-difficult problems in unusual and imaginative ways.
- Optimise healthier lifestyles for "hard-to-reach" communities with personalised health prevention and education.
- Build organisational Human Resource infrastructure in staff training and development to improve the ability of organisations to develop its structures, systems, people and skills in order to deliver effective business strategies.

Most of our services are through funding bodies, and the criteria used to select beneficiaries are, in the primary, set by a need's assessment of communities. However, we ensure the most comprehensive access to our services, with beneficiaries being able to refer themselves directly to benefit from our funded services, including formal referral by other services.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

ACHIEVEMENTS AND PERFORMANCE

DURING 2020 -2021

ACHIEVEMENTS

•Winners in the category of: "Outstanding contribution to improving health and wellbeing." At the East London Community Heroes Awards 2021

•Runner up with recognition in the category for "Positive Mental Health and Wellbeing" at the Newham Chamber of Commerce business awards in 2021

Charitable activities and public benefit

The impact of Covid-19 pandemic and how we have responded

Our charity is proactive in supporting vulnerable and disadvantaged communities while providing training for our contract workers, staff, volunteers and interns. During the year (2020 to 2021), the ongoing threat of the Coronavirus Disease (COVID-19) pandemic was stressful for people which were characterised by fear and anxiety about the ongoing new disease. The ongoing pandemic is overwhelming and caused strong emotions in vulnerable people across different communities. There is much yet to learn about the impact of the pandemic on vulnerable and marginalised communities and on our finances, our ways of working, and the broader economic and social context in which we operate. However, the unmistakable lesson of the past year is that our organisation is resilient and integral to the healthy functioning of communities. Our clients have relied on us to thrive during these difficult times. Therefore, as well as remaining vigilant on our financial position, we played our part in the long-term management and recovery from the crisis. Our organisation shared collective responsibility and ensured that we were committed to and mitigated the mental wellbeing of different communities affected by the pandemic's ongoing threat. Our commitment run like a thread through all our work during the past year, as it does through our plans for the year ahead. A key priority over the last year was to operate, ensuring all our key stakeholders received easy-to-access, efficient and high-quality online psychological support services. The online services we provided were uninterrupted throughout the pandemic, which helped marginalised and vulnerable communities access emotional interventions for coping with stress, anxiety and other mental health vulnerabilities. Our charity provided significant psychological interventions in response to the coronavirus and rapidly adjusted to the changing needs of vulnerable and disadvantaged communities while navigating the financial and operational challenges.

The operational impact of the (COVID-19) pandemic

This year the world has seen much loss, uncertainty, turmoil, and change. However, at our charity, we are familiar with these types of challenges. Our assertion is to make a significant difference every day and not stop until every client has access to the mental health support they need. With this in mind and knowing how essential consistency is for our clients, we had already rapidly responded to the country's first lockdown by moving our services to remote working by the first quarter of 2020. The Covid-19 Pandemic has resulted in our charity's rapid adoption of digital technology. There was an 80% surge in the uptake of our online psychological support services for vulnerable communities in need of unparalleled levels of support. Before the Pandemic, we delivered our services face-to-face; however, we had to change our practices to digital means of providing services, as it became unsafe to provide

face-to-face services. Therefore, we quickly adapted and transitioned all of our services to digital. But despite the undeniable progress made, it was essential to proceed with caution. Especially when changes happen at such a pace, there are possible risks and downsides. Through robust evaluation and research, we needed to understand what the impact of the rapid shift towards digital technology would be on our services. In addition, we examined the effect on communities' online access to and quality of our psychological support and the experiences of our team and staff. We supported 1,900 clients within the year with underlining mental health problems due to the COVID-19 Pandemic. All our teams refocused their work in dealing with the impact of Covid-19 and worked quickly to adapt to the Government's initial response. All the staff were well-positioned to adapt to the crisis and technology systems that are cloud-based and accessible remotely. Like our local services, we maintained business continuity following the rapid shift from office to home working. We must continue to act as a voice for our clients and show there is a place for the third sector to be influential and our charity to present itself as knowledgeable and thoughtful leaders in the industry. We have acquired a deeper understanding of what is needed to help more people improve their quality of life and gain self-management skills. To embed the positive work that has been done during the ongoing Pandemic and ensure that it is sustainable in the future, it needs to be underpinned by adequate funding, infrastructure and the necessary workforce. The effects of Covid-19 are going to continue for a long time. Therefore, understanding how digital technology can help and add the most value is more important than ever.

We have successfully implemented our new and robust service user involvement strategies.

This means that service users:

- Are always placed at the heart of the organisation;
- Will influence decision making;
- Are always involved in service reviews, changes, developments etc.
- Will always be part of setting essential qualities and attributes for staff and will be involved in evaluation processes;
- Will be at the forefront of the organisation-wider service user events
- Will always be part of developing service user-led quality standards.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

DURING 2020-2021

PERFORMANCE

In total, we supported 1,900 people with all our project activities and support interventions with behaviour change techniques.

We offered online support to 650 adults with mental health problems with our Covid19 Wellbeing Programme associated with anxiety, depression, and cognitive through digital means (e.g., traditional phone calls, messaging/WhatsApp, video calls, e-mail and instant messenger).

We supported 250 older people in relation to social isolation and loneliness due to the ongoing COVID-19 by providing emotional and psychological support via telephone and video conference calls.

We supported 450 clients through our Capacity Building programme in times of COVID-19 to sustain mental health services with a person-centred approach to address high levels of stress and anxiety.

We offered online training to 60 healthcare professionals to support communities with breast cancer through telephone support with challenges of stress and anxiety due to the ongoing COVID-19 pandemic

We offered telephone support advice and information to 490 people to have a free, anonymous and confidential conversation about mental health through issues related to the ongoing COVID-19 pandemic until they felt calm and agreed on a plan of action.

We recruited and supported 6 volunteers from marginalised and disadvantaged communities with our WELLNESS programme to improve their quality of lives, hence improve employability prospects.

Our intervention/therapeutic strategies include:

- Cognitive behavioural therapy (CBT) Intervention
- Guided self-help as group intervention
- Behavioural activation as a talking therapy
- Interpersonal therapy (IPT) Intervention
- Mindfulness-based therapies
- Recovery and Inclusion to work Intervention

We monitored and evaluated all our interventions as a continuous function that employed the systematic collection of data on specified indicators of the extent of progress and achievement of our activities and progress in all the interventions.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Financial planning and reviews are key in supporting our charity through the ongoing Coronavirus (COVID-19) crisis and our charity as a whole. Hence, we have been urgently working through our funding efforts to prioritise actions we may need to take in delivering our services. We realise these are stressful times which have no precedent. However, we will continue to evolve our financial planning and reviews based on feedback from our services. This financial year has been all about responsiveness and resilience. Although we managed to secure funding given the circumstances, this is no time for complacency.

Our financial review focuses on financial management in relation to dealing with the Coronavirus pandemic and the charity as a whole, which requires a holistic response and careful prioritisation. Adding unnecessary tasks and complexity to overwhelming financial circumstances will not be helpful. Therefore, our financial management actions and process changes is designed to support our charity to prevent it from being under pressure.

Against the backdrop of financial cuts from public and private organisations and in light of the COVID-19 Pandemic, we succeeded in engaging funders and successfully secured funding in response to the pandemic and charitable objectives. We were additionally very successful in forming strategic partnerships with mental health providers in local communities. While there is, a wealth of experience to draw on from looking back, our focus is firmly fixed on the future. The charity will remain dynamic for the near future, as we have carved a platform that allows us to be even more effective at what we do.

PLANS FOR FUTURE PERIODS

It is acknowledged that we are reliant upon funding and donations for our projects from different trusts, however, the trustees are focussed on retaining and attracting contracts, by reconfiguring services to meet current needs and by applying to new funders. Obtaining project funding from additional sources, will allow the charity to broaden and progress further with the various mental health services it provides to Northeast London and the London boroughs as a whole.

The charity will continue to rely upon contract and voluntary staff, who assist significantly in the day-to-day running of our organisation. It is very important that we continue to invest in the training and support for both volunteers and contract staff alike. We will continue to strengthen our commitment to our central Business Continuity/Disaster Recovery Plan.

RESERVES POLICY

The trustee's reserves policy is to maintain an appropriate level of unrestricted funds not committed or invested in tangible fixed assets as a key element of the organisation's strategic plan. The policy acts as a benchmark to ensure that we use our funds to good effect. The reserves policy also helps to demonstrate that the charity's fund is being used to good effect. Funders, beneficiaries, members and the wider public are entitled to know this. The charity's current assessment of the level of free reserves is under 12 months running cost. This is based upon the sums needed, should all funding be withdrawn and to wind up the charity's current services. Hence, the actual free reserve of under 12 months running cost is considered acceptable, due to the nature of the charity's activities and additionally considered financially prudent.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT (continued)

YEAR ENDED 31 MARCH 2021

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also the directors of Health Psychology Management Organisation Services for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the charities' statement of recommended practice (SORP)
- make reasonable and prudent judgements and estimates
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it's inappropriate to presume that the charitable company will continue in business

The trustees are responsible for ensuring proper accounting records are kept. The records must disclose with reasonable accuracy, at any time, the financial position of the charitable company and the trustees must make sure the financial statements comply with the Companies Act 2006. The trustees are also responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Trustees must safeguard the assets of the charitable company and the group and take reasonable steps to prevent and detect fraud and other irregularities. As far as the trustees are aware, there is no relevant audit information of which the charitable company's accountant/independent examiner is unaware, and Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the accountant/independent examiner is aware of that information.

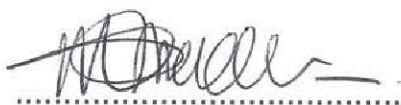
ACCOUNTANTS/INDEPENDENT EXAMINER

A resolution to appoint an accountant/independent examiner for the ensuing year was proposed on the 1st April (2020) at the Annual General Meeting.

Registered office:
7 Blacksmiths Lane
Rainham,
Essex
RM13 7AD

Signed by order of the trustees

MERCY MACLEAN
Company Secretary & CEO



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HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

Independent examiner and Accountant

A resolution was made to use the services of Kennoy & Co Accountants (*Chartered Certified Accountants & Business Advisors*)

Independent examiner's report to the trustees of Health Psychology Management Organisation Services for the year ended 31 March 2021

I report on the accounts of the charity, which are set out on pages 16-24

Respective responsibilities of trustees and examiner

The company is exempt from the requirements for companies Act Audit. The directors have requested that an independent examination be carried out under section 43(3)(a) of the Act 1993; consequently.

It is my responsibility to:

- examine the accounts under section 43(3)(a) of the 1993 Act;
- follow the procedures laid down in the general Directions given by the Charity Commissioners under section 43(7)(b) of the 1993 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those 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 I do not express an audit opinion on the accounts.

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 trustees have not met the requirements to ensure that:-

- proper accounting records are kept (in accordance with section 41 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 1993 Act. Or

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

Signed



Date

Kennedy Agyeman FCCA
Kennoy & Co Accountants
9 Marsh Farm Road,
Chelmsford
Essex
CM3 5WP

Kennoy & Co Accountants
9 Marsh Farm Road
Chelmsford, Essex
CM3 5WP

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
INCOMING RESOURCES					
Incoming resources from generating funds:					
Voluntary income	2	20,000	88,000	108,000	81,500
Activities for generating funds	3	2,500		2,500	2,000
TOTAL INCOMING RESOURCES		22,500	88,000	110,500	83,500
RESOURCES EXPENDED					
Charitable activities	4/5	(30,849)	(37,351)	(68,200)	(63,800)
Exceptional costs of charitable activities	4/5				
Governance costs	6	(10,300)	(9,000)	(19,300)	(11,700)
TOTAL RESOURCES EXPENDED		(41,149)	(46,351)	(87,500)	(75,500)
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR					
RECONCILIATION OF FUNDS	7	(18,649)	41,649	23,000	8,000
Expenditure from Reserve		13,649	(21,649)	(8,000)	(20,750)
Total funds brought forward		8,000		8,000	20,750
TOTAL FUNDS CARRIED FORWARD		3,000	20,000	23,000	8,000

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2021

	Note	2021	2020
		£	£
INCOME		108,000	81,500
TOTAL EXPENDITURE		(85,000)	(73,500)
OPERATING SURPLUS/(DEFICIENCY)	7	23,000	8,000
Expenditure from Reserve		-	-
Fund Brought Forward from 2019/20:-			
Restricted		20,000	-
Unrestricted		3,000	8,000
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		23,000	8,000

The Income and Expenditure Account includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

31 MARCH 2021

	Note	2021	2020
		£	£
FIXED ASSETS	9		
Tangible assets		1,333	2,667
CURRENT ASSETS			
Cash at bank		23,335	8,000
CREDITORS: Amounts falling due within one year	11	(1,668)	(2,667)
NET CURRENT ASSETS/(LIABILITIES)		23,000	8,000
TOTAL ASSETS LESS CURRENT LIABILITIES		23,000	8,000
NET ASSETS		23,000	8,000
FUNDS			
Restricted income funds	12	20,000	-
Unrestricted income funds	13	3,000	8,000
TOTAL FUNDS		23,000	8,000

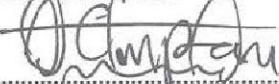
The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps proper accounting records which comply with section 221 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its surplus or deficit for the financial year in accordance with the requirements of section 476, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements were approved by the members of the committee on the 31st March 2021 and are signed on their behalf by:

Edmund K. Ampadu



 Director

Company Registration Number: 5727839

The notes on pages 19 to 24 form part of these financial statements.

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

BASIS OF PREPARING THE FINANCIAL STATEMENTS

ACCOUNTING CONVENTION

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

CASH FLOW STATEMENT

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

RESOURCES EXPENDED

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT, which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Costs of generating funds comprise costs associated with attracting voluntary income.

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

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis. The value of services provided by volunteers is not incorporated into these financial statements.

TANGIBLE FIXED ASSETS

Depreciation is provided at the following annual rates in order to write off each asset

- Equipment Straight Line 33 1/3%

**HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

TAXATION

The company is a registered charity and therefore is not liable for income tax on income

derived from its charitable activities, as it falls within the various exemptions available to registered charities.

FUND ACCOUNTING

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	Unrestricted Funds	Restricted Funds 2021	Total Funds 2021	Total Funds 2020
	£	£	£	£
Donations				
Donations - Fundraising	10,000	-	10,000	10,000
Grants receivable				
Covid Mental Health Fund		25,000	25,000	16,500
National Lottery Comm Fund		38,000	38,000	10,000
Covid Comm Support Fund		15,000	15,000	35,000
Awards for All - National Lottery	-	10,000	10,000	10,000
Grants receivable - Co-operate funding	10,000	-	10,000	-
	<u>20,000</u>	<u>88,000</u>	<u>108,000</u>	<u>81,500</u>

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Fundraising events	2,500	-	2,500	2,000

4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Exceptional costs of charitable activities				
Charitable activity	30,849	37,351	68,200	63,800
Support costs, Rents, & Insurance	10,300	9,000	19,300	11,700
	<u>41,149</u>	<u>46,351</u>	<u>87,500</u>	<u>75,500</u>

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly £	Grant funding activities £	Support costs £	Total Funds 2021 £	Total Funds 2020 £
Exceptional costs of charitable activities	-	-	-	-	-
Charitable activity	30,849	37,351	19,300	87,500	75,500
	<u>30,849</u>	<u>37,351</u>	<u>19,300</u>	<u>87,500</u>	<u>75,500</u>

6. GOVERNANCE COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Staff Training	5,300	-	5,300	1,250
Accountancy fees, HR & Payroll	-	1,000	1,000	450
Costs of trustees' meetings	2,000	-	2,000	550
Other financial costs	3,000	-	3,000	950
Rent and Rates		8,000	8,000	8,500
	<u>10,300</u>	<u>9,000</u>	<u>19,300</u>	<u>11,700</u>

7. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2021 £	2020 £
Depreciation	<u>1,333</u>	<u>1,333</u>

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

The Charity subscribes to an insurance scheme, for trustees and officers.

TRUSTEES' EXPENSES

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020

9. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2021	2020
	£	£
Wages and salaries	25,000	NIL
Employers' NI	4,335	NIL
Pension	1,313	NIL
	30,648	NIL

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2021	2020
	£	£
Contract Workers	37,351	45,000
	37,351	45,000

No employee received emoluments of more than £60,000 during the year (2020 - Nil).

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

10. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2020	10,000
Additions	4,000
At 31 March 2021	14,000
DEPRECIATION	
At 1 April 2020	10,000
Charge for the year	1,333
At 31 March 2021	11,333
NET BOOK VALUE	
At 31 March 2021	2,667
At 31 March 2020	NIL

11. CREDITORS: Amounts falling due within one year

	2021 £	2020 £
Accruals	1,668	2,667

12. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2020 £	Incoming resources £	Outgoing Resources	Balance at 31 Mar 2021 £
Restricted Fund	-	88,000	(68,000)	20,000

HEALTH PSYCHOLOGY MANAGEMENT ORGANISATION SERVICES
COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2020 £	Incoming resources £	Outgoing Resources	Balance at 31 Mar 2021 £
General Funds	8,000	20,000	(25,000)	3,000
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Net current assets/ (liabilitie s) £	2020 Total £
Restricted Income Funds:		
Restricted Fund	20,000	-
Unrestricted Income Funds	3,000	8,000
	<u> </u>	<u> </u>
Total Funds	<u>23,000</u>	<u>8,000</u>

15. COMPANY LIMITED BY GUARANTEE

The Company is limited by Guarantee.