

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

**REPORT OF THE TRUSTEES
AND
STATEMENT OF ACCOUNTS**

YEAR ENDED 31ST MARCH 2021

CHARITABLE INCORPORATED ORGANISATION

REGISTERED CHARITY: 1171432

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

REPORT OF THE TRUSTEES

The trustees present their annual report and the unaudited accounts for the year ended 31st March 2021.

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

Reference and administrative information

Charity name: STAMP Revisited (Mental Health Advocacy Service)

Operating name: STAMP Revisited

Charity registration number: 1171432

Registered office and operational address: Roseberry Park, Cleveland Way, Marton Road
Middlesbrough, TS4 3AF

Executive committee: Mary Booth
Russell Pell
Noelle Darwent
Joanne Falloon-Shakespeare

Manager: Andrea Gent

Independent Examiner: Mr J Gresham FCCA,
Azets, New Garth House,
Upper Garth Gardens,
Guisborough, TS14 6HA

Bankers: Yorkshire Bank PLC, 7 Linthorpe Road, Middlesbrough, TS1 1RF

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Structure, Governance & Management

Governing Document

The organisation is a Charitable Incorporated Organisation Charity Number 1171432, registered on 2nd February 2017. It is governed by a constitution adopted on 2nd February 2017.

Recruitment & Appointment of Trustees

Under the constitution, the minimum number of Trustees is 3 and there is currently no maximum. At least one Trustee shall have, or have had, the need for Mental Health Service Provision.

Trustees of STAMP Revisited will be appointed through the procedures set out in the Governing Document and will serve for a period of 3 years and may be re-appointed to serve as a Trustee for a further term of 3 years before standing down (however where appropriate the requirement to stand down may be put aside).

All Trustees must be appointed by a resolution passed at a properly convened meeting of the Trustees.

The Trustees are collectively responsible for the effective governance of the charity and to:

- fulfil responsibilities as required by the current Charities Act and all other legislation,
- set and ensure maintenance of a framework of delegation and internal controls,
- agree Operational and Governance Policy and Procedures for the organisation and monitor the implementation of these,
- develop, agree, and monitor the delivery of a Strategic Plan to achieve the overall charitable objectives,
- receive, scrutinise, and analyse regular financial reports and progress information provided by the Project Manager, Accountant, Auditor or Sub-Committees of the Board,
- promote the interests of STAMP Revisited within its wider network.

When appointing new Trustees, serious consideration will be given to the skills, knowledge and experience that will be brought to the Board and appointments will be made against any gaps identified.

It is essential that Trustees understand the governance and management processes and can carry out their role both diligently and efficiently. When considering an appointment, individuals will be asked to detail their skills and experience of the following areas:

- working with or within the voluntary, charity or social enterprise sector,
- working within mental health at a senior management or clinical lead level,
- finance and accounting,
- business management and development,
- personnel and HR,
- planning and strategic management,
- social policy and commissioning,
- legal and governance.

It is this information that will guide the appointment process when selecting appropriate candidates.

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Trustee Induction & Training

The Board of Trustees recognises the good practice of ensuring induction for new Trustees in order that they can become as effective as soon as possible after taking up their role. Each new Trustee will receive copies of key documents and information that will provide details on the roles, responsibilities, and practices of the Board before commencing their role.

They will also meet with the Chairperson and Project Manager to have a briefing on the organisation and the work of the Board, and the Chairperson will refer to the Governance Manual ensuring that the new Trustee understands the contents and any questions are addressed.

Each Trustee will also be provided with information regarding the operational aspects of the organisation and the work of the staff team, which will include:

- a tour of the premises operated by the organisation,
- introduction to the staff team, and
- Introduction to the health and safety procedures for the buildings.

STAMP Revisited is a relatively small organisation and has a limited Trustee training budget. In order to assess training needs of the Trustee Board, a bi-annual Skills Audit will be undertaken. Where a collective development need is identified, tailored training for the Board will be provided.

Where individual Trustees identify a development need, they should discuss this with Chair of Trustees who will work with the Project Manager to identify how this need can be met within existing budgets.

Risk Management

We recognise that risk management is essential to our governance and the sustainable operation of our services.

During the year, the Trustees have undertaken a formal risk assessment process which has enabled them to identify the risks to which the Charity is exposed and put in place measures to mitigate those risks.

Organisational Structure

The Board of Trustees meet bi-monthly to consider governance and strategic issues. The Project Manager has the responsibility for the operations of the organisation including staff management, delegation and fundraising. The Project Manager reports on progress to the Board of Trustees at their bi-monthly meetings.

Related Parties

As defined related parties are:

- A person or close member of that person's family is related to a reporting entity if that person has control, joint control or significant influence over the entity or member of its key management personnel.
- An entity is related to a reporting entity if, among other circumstances, it is a parent, subsidiary, fellow subsidiary, associate, or joint venture of the reporting entity, or it is controlled, jointly controlled or significantly influenced or managed by a person who is a related party (www.ifrs.org accessed on 14/10/21)

There are no related parties other than the Trustees and their immediate families or any related entity.

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Aims & Objectives and Delivery of Public Benefit

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

The objects of STAMP Revisited under its constitution are:

To promote the relief of persons with mental health problems living in and around Middlesbrough, Redcar & East Cleveland, and Stockton-On-Tees.

STAMP Revisited is a user-led organisation which was formed in 1995 by a group of service users who were in-patients at St Luke's Psychiatric Hospital in Middlesbrough. In May 2017, the charity updated its legal structure becoming a Charitable Incorporated Organisation and is now known as STAMP Revisited (Mental Health Advocacy Service).

Poor mental health is the largest cause of disability in the UK. 1 in 4 people are affected by mental illness each year whilst 1 in 6 will have experienced a common mental health problem in the last week (Mental Health Foundation, 2021). On average, 16 people will take their own life today (Office for National Statistics, 2020).

Many of us find it difficult, at times, to get our voice heard about decisions or actions that affect our lives. A person is often unprepared and uninformed about their rights when they become ill. For some people, mental illness can affect their ability to understand their situation, access or understand information about their rights and benefits they are entitled to. A person's self-confidence is often affected, their ability to speak, write, read or concentrate can also be impaired because of their mental health problem, or the medication used to treat it. An inability to deal with their problems or interpreting information is a significant source of stress for individuals.

We provide a generic advocacy service and emotional support to people suffering from mental health issues, particularly those experiencing multiple disadvantage or living in poverty and isolation. Our services are available to those aged 18 and over and living within the boroughs of Middlesbrough, Redcar & Cleveland and Stockton-On-Tees. We offer early help and preventative support to individuals who are aiming to improve their life circumstances and who would otherwise find it difficult to organise the support they need to remain independent and well.

We provide a person-centred approach which supports and empowers our beneficiaries to put forward their views on issues critical to their wellbeing and recovery. We assist them to gain and access information and services, defend and promote their rights and responsibilities and explore their choices and options. Our aim is to empower our beneficiaries to make choices that positively impact upon their lives, to support them in identifying personal strengths and to assist and support them to challenge social inequalities. Our advocates encompass the principles of empowerment, positive choices and user involvement to work alongside an individual to develop the skills, confidence and ability to find their voice, access mainstream services or specialist advice to enable them to get back on track and regain control of their lives.

Review of the Year: Like many other Charities, across the World, the biggest challenge to hit the organisation this year has been the emergence of Coronavirus in the UK. This has led to both funding and operational challenges which has forced the organisation to alter its usual ways of working in order to survive the current crisis and continue to provide a valuable service.

With the restriction on face-to-face contact, introduced prior to the first National Lockdown, the organisation moved quickly to introduce and make use of the available technology to meet the challenge of physical distancing and comply with social distancing regulations. Utilising funding from the Ballinger Charitable

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Trust, the organisation purchased several mobile phones and tablet computers to support remote working and introduced the option of video calling through programmes such as Microsoft Teams, Zoom and Skype to ensure that we could still meet face-to-face with our beneficiaries who are able to do so. For those who are digitally excluded, we have ensured that they can continue to have regular contact with their Advocate through telephone, email, and text messages. This shift in working approaches has been a successful one and enable beneficiaries to remain connected to community services and supported their advocacy need to have an advocate directly involved within their issue, whilst working remotely. This approach has also been adopted when engaging with our Trustees. Remote working has enabled the governance process to continue to flow and oversee the organisations performance and challenges throughout the Pandemic.

We have also put additional measures in place to support our staff throughout this crisis: we understand the emotional impact that this pandemic has had on our employees, particularly those who are trying to balance a range of personal and professional pressures and dealing with the changes and adaptations to our working practices. This has enabled us to meet their needs and acknowledge the benefits of flexible working to help reassure staff, relieve staff pressure, and promote staff productivity.

As advocacy relies on our ability to support individuals to meet with other institutions which were closed or had severe restrictions imposed, such as GP surgeries, and all routine Hospital Appointments cancelled, health assessments for welfare benefits or attendance at local Jobcentre's suspended the number of people seeking help through the Advocacy Service was significantly reduced, albeit temporarily.

In the months immediately before Coronavirus hit, we were receiving an average of 30 referrals per month, this fell to 22 in March 2020 (a reduction of over 26%) with significant drops in the months after, receiving only 16 referrals throughout the main lockdown period (1st April – 31st July 2020), a reduction of over 86%.

In order to ensure that the organisation remained financially and operationally fit for purpose, the decision was taken to make use of the Coronavirus Job Retention Scheme, with most staff, particularly those funded by the National Lottery grant, placed on furlough with affect from 20th April 2020, leaving the Project Manager in place to keep the organisation active and respond to any advocacy need throughout lockdown.

The team were tasked with contacting those on our current caseload, to inform them of this decision and their ability to still contact the service should the need arise. This also enabled us to ensure that those we were working with had the necessary support in place throughout lockdown, referring those who identified additional support needs to local assistance schemes.

With many restrictions beginning to lift in July 2020, the organisation began to bring its employees back to the workplace on a gradual basis, with all employees returning by 8th September 2020. The assistance received through the Coronavirus Job Retention Scheme has allowed the organisation to recover £15,402.45 of its employment costs throughout the first National Lockdown.

Since this, we have focused on delivering our usual services as far as we can in line with the implementation of both local and national lockdowns, and whilst the number of referrals we receive have not yet recovered to pre-pandemic levels they are continuing to rise month-by-month.

We do expect demand for our services to increase over the coming months, as further restrictions are lifted and the impact of these lockdowns and the subsequent potential rise in unemployment begin to hit our communities. The loss of jobs, income and enforced isolation has been widely documented as a significant source of stress and anxiety which has exacerbated mental health issues.

The local Mental Health NHS Trust is already experiencing a significant rise in the number of people accessing mental health services, many of whom were not known to services before the pandemic. A recent

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article within local media, Teesside Live, quotes the Director of Operations for Tees, Esk & Wear Valley NHS Trust warning demand has soared on Teesside. The Trust are experiencing a 20% rise in the number of urgent care referrals and currently forecast a further rise in additional demand over the next five years as the effects of the pandemic bites. Consequently, we expect a knock-on effect to our services, where we may see rises within our referrals or beneficiaries with more numerous issues impacting them.

Referral Details: Despite the challenges mentioned above, our Advocates have successfully supported 145 beneficiaries within the 12-month period, who were subsequently taken through an initial assessment to determine their issues and an Advocacy Action Plan was formulated. These Advocacy Action Plans generated 214 cases which required advocacy intervention.

Referrals were received from 3 boroughs, including Middlesbrough (67), Stockton-On-Tees (51) and Redcar and Cleveland (27), particularly from people experiencing multiple disadvantage or living in poverty and isolation. According to the Indices of Deprivation, a staggering 79% of our beneficiaries were living in areas of high deprivation (59% of those we supported lived within the 10% most deprived wards nationally, with a further 20% living within wards described as the 10-20% most deprived).

74% of those we provided advocacy, STAMP Revisited was their only contact with a service to help them with their mental health issue, despite 34% of those beneficiaries declaring they were at risk of deliberate self-harm and 58% experiencing suicidal thoughts. 96% of the 145 beneficiaries supported report their employment status as unemployed or unable to work as a result of their health issues.

58% of the 145 beneficiaries we supported had a common mental health problem, such as depression or anxiety, whilst 42% had a mental health condition categorised as 'serious' meaning that their psychological problems are often so debilitating that their ability to engage in functional and occupational activities is severely impaired.

The 4 main areas where support was provided included Managing Mental Health, Welfare Reform, Managing Housing & Accommodation and Social Networks & Relationships.

For the first time, since the introduction of the Welfare Reform Act in 2012, and compounded by the emergence of the Coronavirus Pandemic, the most prominent issue faced by those we supported centred around their health and social care needs. 80 individuals were supported to ensure that their views, wishes, and feelings were considered when discussion or decisions were being made in relation to their treatment or care planning. Under this category, our Advocates supported individuals to access vital services to support their recovery, attend medical appointments (in relation to both physical and mental health issues), discuss ongoing treatment plans (and in some cases discharge plans), liaise with Community Mental Health Teams, undertake Social Care Assessments, and register formal complaints regarding the conduct of health or social care professionals.

56 individuals also required support to undertake the claims or renewal process for benefits such as PIP (Personal Independence Payments), ESA (Employment and Support Allowance) or UC (Universal Credit). The application and assessment process for welfare benefits can be distressing and confusing for those with poor mental health and because of the difficulty that many people with mental health conditions have in explaining how their condition affects them, there is a risk that they will be wrongly assessed. Under this category, claimants were assisted to understand, prepare, attend, and take part in meetings, assessments or appeals and engage with specialist welfare agencies for appropriate advice to enable them to seek the necessary benefits to which they are entitled.

As briefly mentioned above, this area of work significantly reduced as a direct result of the Coronavirus Pandemic. In March 2020, the Department of Work & Pensions suspended face-to-face assessments, to reduce the risk of exposure and safeguard individuals claiming health and disability-related benefits.

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Routine re-assessments and reviews were also suspended, with claimants given an extension until reviews could take place safely. This work resumed towards the end of July 2020, although face-to-face assessments and appeals have not yet been reintroduced, with paper-based decisions or telephone appointments taking priority. Overall, our work in this area has reduced by approximately 68% when compared to previous years.

26 people required support with aspects of their current housing situation. Support varied, including:

- Supporting 17 beneficiaries to register for housing and seek alternative accommodation, this included 4 individuals who were categorised as homeless when accessing support, 3 individuals who were experiencing harassment and anti-social behaviour which meant they no longer felt safe in their own homes, 3 individuals whose homes were in a state of disrepair that they no longer felt their homes were habitable, 2 individuals who were looking to downsize due to their health issues which made their current homes unmanageable, one individual who was living in supported accommodation who felt ready to move on but this was disputed by their care team and one individual who felt socially isolated due to the location of their current property.
- Three individuals were supported to address their rent arrears, two of which were subject to active possession orders for failing to interact or address their arrears with their respective housing associations.
- Two individuals were supported to appeal against their current banding with the local authority housing association and access the necessary medical evidence to support their claim.
- Five individuals were supported to seek legal advice or liaise with their housing association in relation to neighbour disputes, four of which were subjected to targeted abuse and anti-social behaviour, including one who's property is regularly damaged, and one related to excessive noise, all of which were greatly affecting the individual's mental health.
- In addition, two individuals were supported to address a claim of discrimination as they are currently prevented from bidding on properties until the housing association has had sight of their criminal record.
- Complaints were raised on behalf of 5 individuals, 3 complaints related to outstanding repairs or uninhabitable living conditions, and two complaints related to their dissatisfaction with their housing association or dedicated housing officer. Two complaints resulted in the individual receiving compensation as a result of the distress caused.
- Two individuals received support to claim a Discretionary Housing Payment (DHP), one individual was supported to access local welfare assistance schemes to access white goods and furniture and one individual was supported to access a specialist service to address their hoarding behaviour.

The most time-consuming cases were those that fell under the Social Networks & Relationships Category, 22 cases were placed under this category:

- 19 families were supported to navigate Local Authority Planning Processes where their children were subject to care proceedings. Parents were supported to understand their rights and options and how Child Protection Planning and decision-making works so that they had the opportunity to fully participate in the process. As a result of the Advocacy Service, parents were able to access the necessary support to prepare for meetings, relay their views and reach agreements or negotiate with the Local Authority when making safe plans for their Children. 3 of these families were also supported to submit complaints in respect of the treatment they had received whilst undergoing these processes.
- 2 individuals were also supported to access, attend, and continue participation in a new Social Activity. Again, these opportunities were significantly limited due to the ongoing pandemic.

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Other cases required support around Debt Management & Financial Hardship (18), Offending & Rehabilitation (4), Drug/Alcohol Use (4), Work & Volunteering Opportunities (2) and Living Skills (2).

Impact: Despite the challenges the Pandemic presented for us we have been able to achieve continued success in delivering upon our objectives against the difficult landscape Covid-19 throw at us. On leaving the advocacy service, our beneficiaries are asked to take part in an Exit Interview. During the Exit Interview participants are asked to take part in a discussion and short survey which determines the benefits they have received as a result of accessing the service.

Data obtained during the reporting period showed that those in service have reported significant improvements, particularly in relation to their mental health, with 87.1% reporting improvements in their mental wellbeing following their interaction with an Advocate.

Outside of this, the biggest increase was around the financial impact, particularly Welfare Reform with 70.9% of those accessing the service reporting a positive change in this area, having successfully obtained welfare benefits or challenging a welfare decision. 67.7% of our beneficiaries also felt they were in a better financial position when leaving the service.

80.1% of those we worked were able to identify an improvement in their ability to manage their mental health problem in the future, with a further 71.8% reporting reduced levels of stress/anxiety whilst 82.7% felt more in control of their life as a result of the advocacy intervention.

53.3% also reported an increased ability to manage their housing and accommodation, despite only 17.9% of our overall caseload accessing the service for housing related support. 50.1% of our beneficiaries also reported positive changes to their social networks and relationships with others whilst 35.7% had also developed their living skills and 10.7% felt more able to look for work or volunteering opportunities when exiting the service.

When asked about their overall experience of the Advocacy Service, everyone who accessed the service said they felt more listened to, 75% noted an increase in their confidence with 73.3% feeling more optimistic about the future.

Staffing Changes: During this year, the organisation has welcomed 3 new employees to its workforce. These new recruits not only replace staff departures, both through and immediately before the Coronavirus Pandemic, but also increases the number of paid Advocates working on the Project.

A recruitment drive, which commenced at the beginning of August 2020, identified two candidates, Rebecca Hope and Jill Forrester, who commenced their employment with the organisation on 1st November 2020, on a part-time basis (of 16 hours per week).

Rebecca Hope has joined the organisation, whilst continuing her role with Stockton & District Advice & Information Service. Rebecca has over 10 years' experience of delivering Advocacy to a wide variety of client groups and holds a Bachelor of Laws Degree. Rebecca had already undertaken a nationally recognised Qualification in Advocacy, specialising in Independent Mental Health Advocacy, prior to joining the organisation and has held roles as an NHS Complaints Advocate, Representational Advocate, Paid Relevant Persons Representative and Care Act Advocate.

Jill Forrester joined the organisation following a well-established career in Student Support at Teesside University. Jill held the position of Disability Services Manager where she was responsible for managing Support Services for Disabled Students, including those with complex mental health conditions or experiencing a mental health crisis. Her roles have included counselling, advice work and working

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with individuals to identify specific needs arising from the impact of their mental health difficulties and producing a support plan to help them move forward.

A third Candidate, Thomas Dunn, was also selected but placed on hold so the organisation could assess if the organisations workload would sufficiently increase, following lockdown, to justify a further recruitment before confirming his employment.

It has now become clear to the organisation that there has been a significant change in the complexity and severity of need by those who are experiencing mental health issues. Whilst most of our services continue to be delivered remotely the issues faced by our beneficiaries are also taking much longer to resolve than they would when services are able to be delivered in person. This means that our beneficiaries tend to remain on the caseload for far longer than they would have pre-pandemic. It is for this reason that the Board of Trustees chose to trigger Thomas Dunn's employment. Thomas commenced his employment with the organisation on 4th January 2021, on a full-time basis (of 35 hours per week).

Thomas Dunn has an extensive knowledge and experience of the welfare system having previously held employment within, a contractor for the Department for Work and Pensions (DWP) which carry out medical assessments for those looking to claim benefits. As a Client Relations Case Officer, Thomas has supported vulnerable service users looking to submit complaints in relation to the negative practices they have experienced whilst undergoing assessments, many of which involved medical malpractice and administrative errors which prevented individuals from obtaining their benefits to which they are rightly entitled. Thomas also has direct experience of mental illness and fully understands the frustrations experienced by those experiencing poor mental health. Thomas believes strongly in challenging the stigma attached to mental health and actively shares his experiences in the hope of helping others. He has written several blogs and articles which have been published in the local media and has participated in a number of mental health projects, including the Boro Man Can Initiative which looks to inspire hope and action for other Men, in Middlesbrough, to live longer and feel better.

Other Activities: At the start of this financial year our Project Manager was in contact with MVDA (Middlesbrough Voluntary Development Agency) with the intention of engaging with the service to enhance the organisation's Volunteer Programme and build its overall capacity. Several meetings have taken place with Tracey Britton, the Senior Strategic Development Officer, and Suganya Subramaniam, the Volunteer Centre Co-ordinator, where we discussed how we would like our Volunteer Programme to look like moving forward and what help they could provide in developing this and promoting our volunteer vacancies. As part of this engagement, we were in the process of reviewing our role descriptions, volunteer-related policies and updating our Volunteer Handbook, but unfortunately this work was halted following the suspension of the programme during the Coronavirus Pandemic. This work will restart against the backdrop of Covid and in line with the needs of volunteers, the organisation and our beneficiaries.

In addition, we had also agreed to take part in MVDA's Celebrations of Volunteers Week and planned to promote the organisation and its volunteering vacancies at this event, scheduled for early June, but again this was cancelled due to Covid-19.

Through funding obtained via the Lloyds Bank Foundation's Enhance Programme, the organisation also engaged with a Charity Consultant, Angela Dinsdale, who supported the Board of Trustees to undertake an evaluation of the Board's effectiveness, using the Charity Governance Code. Overall, the Board were given a Score of 6, which determined that the Board were 'Putting Plans into Action', improving the way both the organisation and the Board works.

The Board have made several steps to improve their governance, since this work, reviewing the organisation's Key Performance Indicator's, updating our current Business Plan (2019-2022), and

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implementing a Board Meeting Dashboard to provide clear information on the organisation's performance to allow the Board to review our goals and the actions that need to be undertaken in order to meet our KPI's.

During this work, the Board also successfully implemented a Board Calendar to set out important deadlines and activities that the Board should be aware of to ensure that these tasks are dealt with in a timely manner and incorporated a Policy Index whilst reviewing the organisations core policies and procedures (including governance procedures), financial processes and risk management strategies. To continually improve the organisation's governance, the Board have agreed to undertake further reviews using the Charity Governance Code, on an Annual Basis.

At the turn of 2021, the organisation applied and were successful in participating the new Community Connections Programme offered by the Lloyds Bank Foundation. Lloyds Banking Group has engaged 22 branches in four regions across England, with each Branch committed to developing a relationship with a local Charity. As a result, we have been matched with the Middlesbrough branch of Lloyds Bank and will be undertaking several sessions to discuss how we, as a Charity, our beneficiaries and the Branch can benefit from mutual support by tapping into the skills and resources of all parties.

Involvement in this Programme will allow the organisation to pursue a number of opportunities, from the Branch, including support to raise the charity's profile, practical help with fundraising activities, mentoring for both staff and beneficiaries, enhancing our digital skills and accessing hands-on volunteering support.

In return, we will be looking to provide training opportunities for branch staff around mental health and well-being whilst providing them with the opportunity for them to learn about our work, the issues we look to address and the needs of the people we work with. By sharing our knowledge, we hope that we will enable branch staff to gain a better understanding of the community they serve leading to improvements in their practice with vulnerable customers.

The Future Progress Plan: We remain fully committed to helping and supporting the people of Teesside and developing our service to be responsive to the needs of our communities.

We will continue to further develop the organisation and build on our progress so far. For all charitable organisation's the future beyond Covid -19 is uncertain, none of us have experienced this in our lifetime. Therefore, we will progress with caution and trepidation, evaluating and responding to every step required to travel forward and confidently continue to deliver our service to those in need of advocacy support.

In respect of the financial implications, our current income streams have now become limited, as a result of the restrictions imposed, especially those funds we tend to raise ourselves. Fundraising events not only provide us with an opportunity to raise vital funds, which allow the organisation to operate effectively, they also allow us to raise public awareness of our work, both of which have suffered following the cancellation and suspension of all fundraising events.

The organisation does have concerns how the emergency spending, put forward by grant making trusts, in response to the pandemic will impact future funding prospects. In addition, previous economic and financial downturns have typically impacted on the level of grants available from charitable trusts. Emerging from the pandemic, we do envisage a similar response over the coming months and potentially, years. The financial impact of the pandemic is expected to tighten grant maker purse strings and reduce the broad financial scope grant makers were able to offer.

We are mindful that our current work may not necessarily be seen as 'coronavirus-relevant' when looking to secure future funding, and we may, therefore, struggle to access new or continuous pots of funding to support our work as we come out of this crisis. The financial viability and sustainability of the organisation, therefore, remains a growing concern for our Trustees.

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Moving forward our focus in this area will centre on sourcing and securing a diverse stream of income to continue the organisation and push through the other side of Covid-19. The Board of Trustees are currently in the process of reviewing its fundraising strategy to identify potential avenues to source further income from April 2022 onwards.

STAMP Revisited's Trustees, Management and Staff would like to take this opportunity to thank the following agencies for their support and funding of the organisation:

Tees, Esk & Wear Valley NHS Foundation Trust
The National Lottery Community Fund
The Lloyds Bank Foundation
The Ballinger Charitable Trust
The Garfield Weston Foundation

The Trustees would also like to pass on their thanks to the organisation's dedicated staff members for their continued support, commitment, and hard work through what has been a tremendously difficult year.

Reserves Policy

The calculation of the required level of reserves is an integral part of the annual planning, budget, and forecast cycle. In line with Charity Commission requirements, the Charity has a Reserves Policy based on a realistic assessment of its needs. It is the policy of the organisation to use reserves to further its charitable aims and objectives and to provide for any contingencies which may arise.

After considering the various needs, the Trustees have agreed that STAMP Revisited should aim to maintain reserves of at least three months projected running costs, to ensure that STAMP Revisited's core activities could continue during a period of unforeseen difficulty. For 2020/21 this would equate to a minimum of £36,513. To date, we have been unable to do this with free reserves of £27,556 available at the end of the 2020/21 financial year. Trustees will be discussing a fund-raising plan to explore a growth increase to the reserves in balance to delivering on our objectives and identify a financial projection for the next reporting period.

Investment Policy

The Board of STAMP Revisited recognises that there may be occasions where the Charity has surplus funds not needed for immediate charitable activities. When investing charitable funds, the Board of Trustees will ensure a balance between the two objectives of:

- providing an income for the Charity to carry out its activities and purpose effectively in the short term; and
- maintaining and if possible, enhancing the value of the invested funds, to enable the Charity to carry out its purpose in the longer term.

All investments will be consistent with the aims of STAMP Revisited and within the guidelines provided by the Charity Commission. In agreeing where any funds are invested, the Board will take account of:

- the suitability of the investment in relation to the Charity's needs,
- the levels of risk and security related to the investment,
- access to the invested funds,
- return on the investment.

The investment of any funds will be considered in the first instance by the Finance Sub-Committee and any recommendations will be made for full Board consideration and approval.

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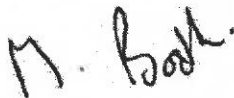
Statement of Trustees Responsibilities

The Trustees 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).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.



Mary Booth
Chairperson

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

Independent Examiner's Report to the Trustees of South Tees Advocacy in Mental Health Project

I report on the accounts of the charity for the year ended 31st March 2021 which are set out on pages 13 to 20.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

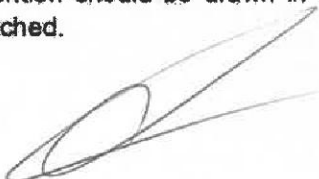
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 130 of the Act ; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts "give a true and fair view" which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



New Garth House
Upper Garth Gardens
Guisborough
TS14 6HA

Mr J Gresham FCCA
Azets

12th November 2021

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2021

| | Note | Unrestricted Funds | Restricted Funds | Total Funds 2021 | Total Funds 2020 |
|---|------|-----------------------|---------------------|------------------------|------------------------|
| | | £ | £ | £ | £ |
| INCOME | | | | | |
| Donations and Grants | 2 | 33302 | 15402 | 48704 | 33106 |
| Income from charitable activities | 3 | - | 124105 | 124105 | 122832 |
| Other Income | | - | - | - | - |
| TOTAL INCOMING RESOURCES | | <u>33302</u> | <u>139507</u> | <u>172809</u> | <u>155938</u> |
| EXPENDITURE | | | | | |
| <i>Expenditure on charitable activities</i> | | | | | |
| On main activity | | 30206 | 87641 | 117847 | 121049 |
| Other costs | | 3356 | 3295 | 6651 | 6008 |
| TOTAL EXPENDITURE | 4 | <u>33562</u> | <u>90936</u> | <u>124498</u> | <u>127057</u> |
| Net expenditure/income | 6 | (260) | 48571 | 48311 | 28881 |
| Transfers between funds | | - | - | - | - |
| Net movement in funds | | (260) | 48571 | 48311 | 28881 |
| Fund balances brought forward | | 27826 | 63696 | 91522 | 62641 |
| Fund balances carried forward | | <u>27566</u> | <u>112267</u> | <u>139833</u> | <u>91522</u> |

The notes on pages 15 to 20 form part of these accounts

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

BALANCE SHEET AS AT 31st MARCH 2021

| | Note | 2021 | 2020 |
|--|------|----------------------|---------------------|
| | | £ | £ |
| FIXED ASSETS | | | |
| Tangible Assets | 7 | - | - |
| CURRENT ASSETS | | | |
| Debtors & Prepayments | 8 | - | 1152 |
| Cash at Bank | | 141824 | 102179 |
| Cash in Hand | | 170 | 170 |
| | | <u>141994</u> | <u>103501</u> |
| CURRENT LIABILITIES | | | |
| Creditors; amounts falling due within one year | 9 | <u>(2161)</u> | <u>(11979)</u> |
| NET CURRENT ASSETS | | <u>139833</u> | <u>91522</u> |
| NET ASSETS | | <u><u>139833</u></u> | <u><u>91522</u></u> |
| FUNDS | | | |
| Unrestricted | 11 | 27566 | 27826 |
| Restricted | 11 | 112267 | 63696 |
| | | <u><u>139833</u></u> | <u><u>91522</u></u> |

Approved by the Trustees on 29 September 2021 and signed on its behalf by:

Russell Pell
Trustee (Treasurer)

R. Pell, 5th Nov 2021.

The notes on pages 15 to 20 form part of these accounts

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

(a) Basis of Preparation

The address of the registered office is given in the charity information on page 2 of these financial statements. The nature of the charity's operations and principal activities are providing a high-quality advocacy service to those living within Middlesbrough, Redcar & Cleveland, and Stockton-On-Tees

The Charitable Organisation (CIO) 1171432 was registered on 2nd February 2017 to take forward the work of the Unincorporated Charity 1048991 South Tees Advocacy in Mental Health Project. Assets, Liabilities and Funds were transferred on 28th April 2017. The financial statements for the CIO represents the combined assets, liabilities, and funds of the two legal entities as though they have always been part of the same organisation.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic and Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic and Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2015 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

- (b) All grants, including grants for the purchase of fixed assets, and other income are accounted for gross in the Statement of Financial Activities when receivable, as long as they are capable of financial measurement. 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.
- (c) All resources expended are accounted for gross when incurred and include attributable VAT, which cannot be recovered.
- (d) Direct charitable expenditure includes the direct costs of the activities and depreciation on related assets. Where costs relate to more than one functional cost category, they have been split on an appropriate basis as follows:

| | |
|------------------------|-----|
| Charitable Expenditure | 90% |
| Other Costs | 10% |

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

- (e) Depreciation is provided to write off the cost, less estimated residual values, of all fixed assets, over their expected useful lives. It is calculated at the following rates:

| | |
|-----------|----------------|
| Equipment | 25% per annum |
| Computers | 100% per annum |

- (f) Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.
- (g) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

2. DONATIONS AND GRANTS

| | Unrestricted Funds 2021 | Restricted Funds 2021 | Total Funds 2021 | Total Funds 2020 |
|------------------------------------|-------------------------------|-----------------------------|------------------------|------------------------|
| | £ | £ | £ | £ |
| Tees, Esk & Wear Valleys NHS Trust | | | | |
| - Donated Premises & Utilities | 33000 | - | 33000 | 33000 |
| Job Retention Scheme Grants | - | 15402 | 15402 | 33000 |
| Donations | 302 | - | 302 | 106 |
| | <u>33302</u> | <u>15402</u> | <u>48704</u> | <u>33106</u> |

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

NOTES TO THE ACCOUNTS

3. INCOME FROM CHARITABLE ACTIVITIES

| | Unrestricted Funds 2021 | Restricted Funds 2021 | Total Funds 2021 | Total Funds 2020 |
|---------------------------------|-------------------------------|-----------------------------|------------------------|------------------------|
| | £ | £ | £ | £ |
| Henry Smith Charity | - | - | - | - |
| Lloyds Bank Foundation | - | 30414 | 30414 | 30114 |
| 1989 Willan Charitable Trust | - | - | - | - |
| Ballinger Charitable Trust | - | - | - | - |
| National Lottery Community Fund | - | 83691 | 83691 | 82718 |
| Garfield Weston Foundation | - | 10000 | 10000 | 10000 |
| | <u>-</u> | <u>124105</u> | <u>124105</u> | <u>122832</u> |

Of total income of £172809 in 2021 (2020: £159938), £139507 (2020: £122832) was credited to restricted funds and £33302 (2020: £33106) was credited to unrestricted funds.

4. EXPENDITURE

| | Charitable Activities £ | Other Costs £ | 2021 £ | 2020 £ |
|--|-------------------------------|---------------------|---------------|---------------|
| Costs Directly Allocated to Activities | | | | |
| Staff Costs | 67329 | - | 67329 | 72969 |
| Accountancy | 1200 | - | 1200 | 1200 |
| Independent Examiner's Fee | - | 1200 | 1200 | 1200 |
| Training & Travel | 22 | - | 22 | 1764 |
| Legal | - | - | - | - |
| Affiliations & Donations | - | - | - | - |
| Consultancy | - | - | - | 1740 |
| Sundry | 244 | - | 244 | 104 |
| Support Costs Allocated to Activities on the Basis of Usage | | | | |
| Staff Costs | 16177 | 1798 | 17975 | 6151 |
| Premises Costs | 29700 | 3300 | 33000 | 33000 |
| Stationery, Telephone & Computer | 2138 | 238 | 2376 | 7857 |
| Insurance | 1037 | 115 | 1152 | 1072 |
| | <u>117847</u> | <u>6651</u> | <u>124498</u> | <u>127057</u> |

Of expenditure of £124498 in 2021 (2020: £127057), £90936 was charged to restricted funds (2020: £90759) and £33562 was charged to unrestricted funds (2020: £36298).

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

NOTES TO THE ACCOUNTS

5. STAFF COSTS

| | 2021 £ | 2020 £ |
|--------------------|--------------|--------------|
| Gross Salaries | 81912 | 74621 |
| Employer's NI | 1849 | 3049 |
| Employer's Pension | 1543 | 1450 |
| | <u>85304</u> | <u>79120</u> |

There were no employees who earned more than £60,000 per year (2020: NIL). The average number of employees was 5, split 4 advocacy and 1 admin. (2020: 4 Split 3 advocacy and 1 admin).

6. NET INCOMING RESOURCES

| | 2021 £ | 2020 £ |
|--|-------------|-------------|
| Net Incoming Resources is Stated After Charging: | | |
| Depreciation of Owned Assets | - | - |
| Independent Examiner's Fee | 1200 | 1200 |
| Accountancy & Payroll Services | <u>1200</u> | <u>1200</u> |

7. FIXED ASSETS

| | Furniture & Equipment £ | Computer £ | Total £ |
|--------------------------------|-------------------------------|---------------|--------------|
| COST | | | |
| At 1 st April 2020 | 5006 | 19787 | 24793 |
| Additions | - | - | - |
| At 31 st March 2021 | <u>5006</u> | <u>19787</u> | <u>24793</u> |
| DEPRECIATION | | | |
| At 1 st May 2020 | 5006 | 19787 | 24793 |
| Charge for the Year | - | - | - |
| At 31 st March 2021 | <u>5006</u> | <u>19787</u> | <u>24793</u> |
| NET BOOK VALUE | | | |
| At 31 st March 2021 | <u>-</u> | <u>-</u> | <u>-</u> |
| At 30 th April 2020 | <u>-</u> | <u>-</u> | <u>-</u> |

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

NOTES TO THE ACCOUNTS

8. DEBTORS

| | 2021 | 2020 |
|-------------------------------|-------------------|-------------------|
| | £ | £ |
| Prepayments and other debtors | - | 1152 |
| | <u> </u> | <u> </u> |

9. CREDITORS: Amounts falling due within one year

| | 2021 | 2020 |
|---------------------------------|-------------|--------------|
| | £ | £ |
| Deferred Income | - | 10000 |
| Social Security and other taxes | 2161 | 1979 |
| | <u>2161</u> | <u>11979</u> |

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Restricted | Unrestricted | Total |
|--|-------------------|---------------------|---------------|
| | £ | £ | £ |
| Fixed Assets | - | - | - |
| Net Current Assets | 112267 | 27566 | 139833 |
| | <u>112267</u> | <u>27566</u> | <u>139833</u> |
| Balance at 31 st March 2021 | <u>112267</u> | <u>27566</u> | <u>139833</u> |

11. FUNDS

Movements

| | At 1st | Incoming | Outgoing | Transfers | At 31st |
|---------------------------------|--------------------------|------------------|------------------|------------------|---------------------------|
| | April 2019 | Resources | Resources | | March 2020 |
| | £ | £ | £ | £ | £ |
| Restricted Funds | | | | | |
| Henry Smith Charity | 21 | - | - | (21) | - |
| Lloyds Bank Foundation | 1728 | 30114 | (30558) | - | 1284 |
| National Lottery Community Fund | 20505 | 82718 | (53071) | - | 50152 |
| Ballinger Trust | 1852 | - | - | - | 1852 |
| Allen Lane Foundation | 440 | - | (32) | - | 408 |
| 1989 Willan Charitable Trust | 16 | - | (16) | - | - |
| Garfield Weston | 7082 | 10000 | (7082) | - | 10000 |
| Total Restricted | 31644 | 122832 | (90759) | (21) | 63696 |
| Unrestricted Funds | | | | | |
| Ballinger Trust | 14594 | - | (1653) | - | 12941 |
| General Fund | 16403 | 33106 | (34645) | 21 | 14865 |
| Total Unrestricted | 30997 | 33106 | (36298) | 21 | 27826 |
| Total Funds | 62641 | 155938 | (127057) | - | 91522 |

STAMP REVISITED (MENTAL HEALTH ADVOCACY SERVICE)

NOTES TO THE ACCOUNTS

11. FUNDS Movements

| | At 1 st April 2020 £ | Incoming Resources £ | Outgoing Resources £ | Transfers £ | At 31 st March 2021 £ |
|---------------------------------|---------------------------------------|----------------------------|----------------------------|----------------|--|
| Restricted Funds | | | | | |
| Lloyds Bank Foundation | 1284 | 30414 | (26110) | - | 5588 |
| National Lottery Community Fund | 50152 | 99093 | (56178) | - | 93067 |
| Ballinger Trust | 1852 | - | - | - | 1852 |
| Allen Lane Foundation | 408 | - | - | - | 408 |
| Garfield Weston | 10000 | 10000 | (8648) | - | 11352 |
| Total Restricted | 63696 | 139507 | (90936) | - | 112267 |
| Unrestricted Funds | | | | | |
| Ballinger Trust | 12941 | - | (562) | - | 12379 |
| General Fund | 14885 | 33302 | (33000) | - | 15187 |
| Total Unrestricted | 27826 | 33302 | (33562) | - | 27566 |
| Total Funds | 91522 | 172809 | (124498) | - | 139833 |

11. FUNDS (CONTINUED)

Purposes of Restricted Funds:

Lloyds Bank Foundation have provided a three-year grant, of £91,822, which will fund the partial salary of our Project Manager, with a contribution towards running costs. A payment of £30,414 was received during this financial year, with 1 further payment expected.

The National Lottery Community Fund (formally the Big Lottery Fund) have provided a three-year grant, totalling £250,002, which will fund the salaries and associated costs of our Advocates and Project Support Coordinator. It also includes a £10,000 grant towards business development costs. Two payments, amounting to £83,690 were received during this financial year, with a further 1 payment expected.

The Ballinger Charitable Trust (restricted funds) allowed us to retain an under-spend of £1,852 from a previous grant, which will provide the organisation with the necessary funds to achieve a quality mark.

The Garfield Weston Foundation have provided a 3-Year grant of £30,000, towards the organisations core costs. £10,000 has been allocated to this financial year.

The funds held in the Allen Lane Foundation have been retained from a previous grant and will be used to renew promotional materials for our volunteering programme.

12. TRUSTEES AND RELATED PARTY TRANSACTIONS

None of the Trustees received any remuneration relating to their role as trustees from the charity during the year (2020: NIL).

None of the trustees were reimbursed expenses in relation to their role as a trustee (2020: £4). Trustees Indemnity Insurance cover is included in the cost of Combined Insurance. It is not possible to quantify the amount involved.