

Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1	January	2023		31	December

## Section A Reference and administration details

Charity name	The Sam West Foundation		
Other names charity is known by			
Registered charity number (if any)	1177924		
Charity's principal address	Two Temple Place		
	London		
	Postcode WC2R 3BD		

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Chris West	Chair		
2	Michelle West			
3	Isabelle Irani			
4	Dineli Charlesworth			
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Appointed by the Board of Trustees

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Board of the Foundation has approved policies relating to safeguarding; Conflicts of Interest; Anti-Bribery and Corruption; Equality, Diversity and Inclusiveness; and Risk Management, and reviews these on a regular basis.

The Foundation is a member of the Steering Committee of the National Children's Bureau "Partnership for Mental Health and Wellbeing in Schools".

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The objects of the CIO are, for the public benefit;

- 1) The relief of sickness and preservation of health, for the public benefit, by promoting awareness, diagnosis and treatment of mental health issues in young people through the provision of grants to organisations with a track record of working in these areas.
- 2) To advance education for the public benefit of young people in music and arts by making grants to organisations with a track record of working in these areas.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The Trustees have, with due regard to the guidance issued by the Charity Commission on public benefit, continued to raise monies to further the charity's objects to promote awareness, diagnosis and treatment of children, young adults and their families affected by mental ill health.

The Charity is furthering these objects by providing grants to organisations with a track record, competence and evidence base of working in areas related to mental ill health as it affects children and young adults, and to this end has conducted research and due diligence on organisations that the Charity will proactively choose to work with, and has disbursed funding to those organisations during the year.

In addition, the Charity supports the delivery of Mental Health First Aid training to parents and carers.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

The Foundation Board has approved selection criteria as the basis for a proactive approach to selecting which organisations to support with grant funding.

**Summary of the main achievements of the charity during the year**

In line with the approved strategy, the Charity has supported the following activities during 2023:

In-school support for Mental Health

Based on the success of the delivery of counselling and mental health provision to students and teachers at Cranbrook Grammar school, the charity both maintained this support as well as extended the provision of support by Place2Be to other primary schools in the Cranbrook area. Place2Be continue to verify the benefit of providing this support to children affected by mental ill health in these schools.

The Charity maintained support for the development and implementation of a mental health and well-being strategy by The Kemnal Academy Trust (TKAT) - which oversees 45 primary and secondary schools in predominantly deprived areas located in Kent, Essex and Sussex. To date support to develop in-house capacity within TKAT in Mental Health First Aid training has benefitted over 700 staff.

The Charity provided a grant to the National Association on Social Prescribing (NASP) to enable them to recruitment a staff member to research the evidence base for social prescribing for children and young adults as the basis of policy and funding related discussion with the NHS.

Mental Health training and awareness

The Charity supported the delivery of Youth Mental Health First Aid (YMHFA) training courses by accredited trainers to adults who interact on a regular basis with children and young adults. To date the charity itself has trained over 1000 people as Mental Health First Aiders - mainly comprising teachers, education support staff, coaches and parents.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Charity's policy on reserves is to hold at least one year's administration costs, alongside any grant commitments made, in free reserves. This policy is reviewed annually.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The Charity derives its funding solely from donations provided by individuals or organisations with shared objectives. The Charity commits to use 100% of all donations received in support of its objects.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s) Chris West

Full name(s) Chris West

Position (eg Secretary, Chair, etc) Chair

Date



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
The Sam West Foundation

No (if any)  
1177924

## Receipts and payments accounts

CC16a

For the period  
from

01/01/2023

To

31/12/2023

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donations	33,181	-	-	33,181	61,328
Grants	-	-	-	-	-
Charitable activities	339	-	-	339	620
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	33,520	-	-	33,520	61,948
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	33,520	-	-	33,520	61,948
<b>A3 Payments</b>					
Programmes	49,126	-	-	49,126	62,936
Administration	270	-	-	270	238
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	49,396	-	-	49,396	63,174
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	49,396	-	-	49,396	63,174
<b>Net of receipts/(payments)</b>	- 15,876	-	-	- 15,876	- 1,226
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	130,799	-	-	130,799	132,024
<b>Cash funds this year end</b>	114,922	-	-	114,922	130,799

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at bank	114,922	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	114,922	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	Details			
	None	-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Chris West	28/10/2024	



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
The Sam West Foundation

On accounts for the year  
ended

31 December 2023

Charity no  
(if any)

1177924

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 12 / 2023.

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 Trust's accounts carried out under section 145 of the 2011 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 material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

28/10/24

Name:

Tiffany King

Relevant professional  
qualification(s) or body  
(if any):

ACA

Address:

70 Clock House Road

Beckenham BR3 4JT



**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**