

# Contents

# Annual Report 2022 - 2023

Swansea Mind Registered Charity Number 1184072  
Affiliated to Mind (National Mental Health Charity)  
66 St Helens Road, Swansea, SA1 4BE  
Tel: 01792 642999

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# About Swansea Mind

## Mission Statement

### About us:

We're Swansea Mind, we won't give up until everyone with a mental health problem gets both support and respect. We provide advice and support to empower anyone experiencing a mental health problem; we have been supporting individuals with mental health problems in Swansea since 1963.

### Our Mission:

Open                      We reach out to anyone that needs us.

Together                We're stronger in partnership.

Responsive            We listen, we act.

Independent           We speak out fearlessly.



# Trustees and Staff

## Trustees

Chairperson	Tony Condon
Vice Chair	Julian Williams
Treasurer	Stuart Elphick
Executive members	Dave Lowson
	Karol Kalna

## Staff

Director	Emma James
Volunteer Coordinator	Saara Rasaanen
Young Person's Worker	Yein Pang
Active Monitoring	Grazia Troiano
Practitioners	Nour Qarmarsh



# Public Benefit & Chair's Report

In planning our activities for the year, we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. We continue to provide services for people with mental health problems and have an open-door policy that means that any member of the public can access our service.

We welcome anyone regardless of personal background, faith or gender.



Signed:  
Chair of Trustees

Date:

13/11/23

# Chair's Report

This year all services were back to normal after the changes made during the pandemic. Some services had already been adapted to be a mix of face to face and telephone based where users showed a preference to continue with the arrangements put in place during the pandemic. Active Monitoring continued to be used to good effect to support service users in managing their mental health. It is a tribute to all the staff and volunteers that services were adapted to post pandemic conditions without disruption to the essential work carried out by Swansea Mind.

The Board of Trustees met regularly by Zoom and reviewed the changes made to services and the recommencing of projects that had been put on hold. In respect of the latter, the recruitment of staff was difficult in the post pandemic environment due to fierce competition for high quality experienced staff. The Board agreed changes to reward packages and non-financial benefits to support the Director's recruitment activity. The Board also reviewed governance and policy to ensure that policies were fit for purpose.

The financial position of the charity was kept under review due to the difficulties in recruitment but were not adversely affected as a result of continuing strong support from funders and donors. The anticipated tendering of Swansea Bay University Health Board mental health services did not take place during the year and it remains unclear how this will be taken forward in 2023/24. The composition of the Board did not change during the year.

Looking forward, the aim is to continue to seek good recruits for projects that were held up by the pandemic. During spring and summer of 2023, the recruitment market appeared to ease and there was good progress in bringing in new recruits. There will also be challenges from the anticipated changes in the funding of the charity by SBUHB and the Board will be seeking clarity on how this is to be taken forward. However, the charity is well placed with the experience of its staff and its healthy financial position to face up to these challenges.



# Active Monitoring Report

## Director's Report

2023/2024 was beset with challenges from a post-pandemic world. This hit Swansea Mind most significantly in the area of recruitment and it was extraordinarily difficult to recruit for quite some time. That said, this particular challenge now appears to have abated.

The uncertainty around Swansea Bay University Health Board restructuring continues which has an impact across all our services and particularly around development.

Despite these issues, Swansea Mind has continued to thrive throughout 2023/2024. Active monitoring is still going strong across adult and young people populations. We worked closely with schools to develop our young people's service and going forward will be taking this service into GP surgeries.

Counselling has also gone from strength to strength with both paid and trainee volunteer counsellors. We have developed new groups for adults including anger management and neurodiversity both of which have been immensely popular. Our telephone information helpline continues to be manned by a strong and capable group of volunteers to whom we are forever grateful.

The staff team has now solidified after the aforementioned recruitment issues and is an extremely adaptive and skillful team. People are at the forefront of everything we do and we don't ever forget our staff and volunteers are of paramount importance to us being able to support the people of Swansea with their mental health.



# Active Monitoring Report

## Introduction:

We are pleased to provide an update on the Active Monitoring self-help programme, aimed at individuals with mild to moderate mental health issues. The programme offers practical exercises to help service users better understand and manage their emotions. We receive referrals from various sources, including GPs, third-sector organizations, Probation service, and Social Service, while individuals are also able to self-refer.

## Programme Details:

The Active Monitoring programme is delivered by two full-time and one part-time Active Monitoring Practitioners, available Monday to Friday from 9 am to 5 pm. Sessions can be conducted face-to-face or remotely, based on the client's preference. Clients can choose from a selection of seven main pathways, depending on their specific needs. These pathways include Anxiety, Depression, Feeling Alone, Self-Esteem, Loss, Anger Management, and Stress.

## Client Assessments:

From April 1st, 2022, until March 31st, 2023, a total of 772 clients were assessed by our practitioners. Out of these, 730 individuals successfully completed the programme, reaching the 5th or 6th session.

## Measuring Changes in Wellbeing:

Throughout the programme, our practitioners consistently assess service users for measurable changes in wellbeing to determine the effectiveness of the support provided. We utilize three wellbeing measures: the Warwick-Edinburgh Mental Wellbeing Scale, GAD7, and PHQ9.

## Breakdown of Wellbeing Measures:

**Short Version Warwick-Edinburgh Mental Wellbeing Scale:** This scale generates a score between 7 and 35, with a higher score indicating a better state of wellbeing. Out of 260 service users who completed the scale:

**86.7%** experienced an improvement in wellbeing (higher scores compared to the last assessment).

**1.9%** showed no change in their scores.

**11.4%** experienced a decline in their wellbeing (lower scores).

**GAD7 (Generalized Anxiety Disorder 7):** This instrument measures the presence and severity of generalized anxiety. The scores range from 0 to 21, with a lower score indicating improved mental wellbeing. Out of 260 service users who completed the scale:

**88.4%** experienced an improvement in mental wellbeing (lower scores compared to the start of the programme).

**3.5%** showed no improvement in their scores.

**8.1%** experienced a decline in their mental wellbeing (higher scores).

**PHQ9 (Patient Health Questionnaire-9):** The PHQ9 measures the presence and severity of depression. Scores range from 0 to 27, with a lower score indicating improved mental wellbeing. Out of 260 service users who completed the scale:

**88.1%** experienced an improvement in mental wellbeing (lower scores compared to the last assessment).

**8.8%** experienced a deterioration in their mental wellbeing (higher scores).

**3.1%** showed no improvement in their scores.

#### **Positive Feedback from Service Users:**

To gather valuable feedback, we implemented a feedback form for service users who completed the programme. Here are some of the positive comments we received:

"My practitioner was really great, really easy to talk to. Felt comfortable talking to him. He was a great help."

"The programme and my practitioner have been extremely helpful in a tricky moment of my life. I have recommended it to my friends and would recommend it to more people if it were available all across the UK."

"My practitioner has been a huge support to me. She helped me realize how much I was achieving despite being incredibly stressed and overwhelmed."

"I cannot thank my practitioner enough for the support over the last few weeks. He's helped me realize so many things about myself."

"This service has helped me overcome my anxiety and manage my day-to-day life better."

#### **Programme Outcomes:**

The current results indicate positive changes in wellbeing across all measures. Clients who successfully completed the programme after five or six sessions reported that the structure and regular practitioner calls kept them motivated. Furthermore, these clients developed a heightened awareness of their mental health needs and gained the ability to determine if they require additional structured support or if they can manage their wellbeing independently.



## Conclusion:

The Active Monitoring self-help programme continues to make a significant impact on the mental wellbeing of our service users. The positive feedback and measurable improvements demonstrate the effectiveness of the programme in helping individuals better understand and manage their emotions. We remain committed to providing ongoing support and promoting mental health in our community.



# Volunteering

We in Swansea Mind value our wide range of volunteers. Wellbeing, befriending and admin volunteers as well as student counsellor teams enhance the charity's service provision by supporting our service users and helping the staff with running of the weekly support services. From April 2022 to March 2023 we have had 34 volunteers and 11 student counsellors volunteering with our charity. Current active volunteer numbers are 17 wellbeing volunteers and 7 student counsellors.

All our volunteers go through a recruitment and induction process before starting their volunteer journey with us. References and DBS checks are also done to make sure that the applicant fits the role they are applying for. We ask for a minimum of 6 months commitment from volunteers and match the roles with every applicant's skills, strengths, interests and development goals. Training opportunities are offered in consideration of the roles and individual needs. The volunteer rota is designed around our weekly services and volunteer availability. Most of our volunteers are on courses or work as well as volunteer. We aim to stay flexible to accommodate any requests with volunteering hours when possible. Some volunteers have taken breaks and have returned to us after their schedules have allowed.

## **Volunteering roles:**

Admin volunteers support the staff team with running of the office by helping with administrative tasks. Main responsibilities are answering service user's enquiries over the phone and by email; telling callers about Swansea Mind services, booking people to weekly groups or making initial appointment reservations, and signposting to other agencies when appropriate. Volunteers use Google Workspace and log all the interactions with service users to Lamplight online database.

Wellbeing volunteers support staff with running of the weekly peer support groups and a walking group, delivering both emotional and practical support for the service users.

Befrienders talk on the phone with service users who have requested to be contacted weekly or fortnightly. Some of the service users have accessed other services, some feel they might benefit from a regular call from a friendly volunteer. The befriending service can also offer support to service users who have difficulties leaving their homes for different reasons.

Many volunteers do a mixture of the roles explained above. Some of our long term volunteers implement other tasks also; initial assessments, more involved group work, mentoring other volunteers by taking on new volunteers for shadowing shifts and helping them settle into their new roles.



# Placement opportunities

Our charity offers placement opportunities for student counsellors throughout the year. Working together with local universities has proven to be a great channel for receiving applications but as we advertise the placements on social media and other platforms as well, we do get interest through other counselling courses as well. There are specific requirements for student counsellors. All details are checked carefully after a successful placement interview and references.

To ensure that all student counsellors receive appropriate support whilst on placement, and for good practise, we organise free group or one to one supervision monthly, with a BACP registered clinical supervisor. All student counsellors are also offered monthly catch ups with our own counsellor, in-house training, and ongoing support from the staff team.

Depending on the client's needs we allocate them to our counsellors for in person, online or phone counselling appointments. Counselling cost for the clients are set taking into account individual's income. Lower prices and free counselling is available for clients who couldn't afford the service otherwise.

## CYP Resilience Work

### Introduction:

Active Monitoring for Young People is an early intervention service designed to support mental wellbeing as soon as it is needed. It involves five short sessions with a trained practitioner, during which the practitioner listens to the young person's needs and collaborates with them to develop a personalized wellbeing toolkit. A wellbeing toolkit consists of a collection of mental health tools that work best to maintain an individual's wellbeing. Active Monitoring for Young People has been developed in consultation with young people and their trusted adults. We receive referrals from the pastoral teams of comprehensive schools.

### Programme Details:

Over the past year, two part-time practitioners have delivered the CYP Active Monitoring programme for a limited period of 17 weeks. The sessions have been conducted face-to-face in four comprehensive schools. Clients have the option to choose from a selection of different resources, including topics such as Loss, Anger, Fight, Flight or Freeze, Low Mood, Self-esteem, Anxiety and Stress, Worrying and Unhelpful Thinking, and Five Ways to Wellbeing.



### **Measuring Changes in Wellbeing:**

Throughout the programme, our practitioners consistently assess service users to determine the effectiveness of the support provided and measure changes in wellbeing. We utilize two wellbeing measures: the Warwick-Edinburgh Mental Wellbeing Scale and the Strengths and Difficulties Questionnaire (SDQ).

### **Programme Outcomes:**

The current results indicate positive changes in wellbeing across all measures. Clients who successfully completed the programme after five or six sessions reported that the structure and regular practitioner calls kept them motivated. Furthermore, these clients developed a heightened awareness of their mental health.

### **Conclusion:**

The CYP Active Monitoring self-help programme has a significant impact on the mental wellbeing of our service users. The measurable improvements demonstrate the effectiveness of the programme in helping individuals gain a better understanding of their emotions, develop effective coping strategies, and prevent the development of serious mental health issues.

# **One to one work**

### **Client and Practitioner One-to-one Resilience Work.**

The aim of the 1-2-1 approach is to provide personalised support and interventions that facilitate the development of resilience in individuals facing mental health challenges. By enhancing their ability to adapt, cope, and recover from adversity, the goal is to promote emotional well-being, build rapport between service users and the organisation, and equip individuals with effective strategies to navigate difficulties.

### **Purpose of 1-2-1 Resilience Work:**

The purpose of 1-2-1 resilience work in a mental health organisation is to offer individualised support and interventions to help individuals facing mental health challenges build resilience. This approach aims to empower individuals, enhance their emotional well-being, and provide them with the necessary strategies and services to navigate and overcome adversity - all in the pursuit of client autonomy. By focusing on the unique needs of each individual, the purpose is to foster personal growth, promote mental health recovery, and improve overall well-being.



### **Intended Outcomes of 1-2-1 Resilience Work:**

**Enhanced Resilience:** The primary intended outcome of 1-2-1 resilience work is to enhance an individual's resilience. By providing personalised support and interventions, individuals are empowered to develop the skills and strategies necessary to adapt and cope with adversity effectively. The goal is to foster resilience, enabling individuals to bounce back from challenges, maintain emotional well-being, and thrive despite difficulties.

**Improved Coping Mechanisms:** Through the resilience work, individuals are supported, and provided with materials that focus on developing and practising adaptive coping mechanisms. The intended outcome is to equip individuals with a repertoire of effective coping strategies such as stress management techniques, relaxation exercises, mindfulness practices, and problem-solving skills. By enhancing their coping mechanisms, individuals can better manage stress, regulate emotions, and navigate challenging situations.

**Increased Emotional Well-being:** Another key intended outcome of 1-2-1 resilience work is to improve an individual's emotional well-being. By providing emotional support and creating a safe space for expression, mental health professionals help individuals process their feelings, concerns, and fears. The aim is to foster emotional healing, reduce distress, and promote a sense of well-being and emotional balance.

**Personal Growth and Recovery:** 1-2-1 resilience work aims to support individuals in their personal growth and mental health recovery journey. The intended outcome is to facilitate positive changes, empower individuals to overcome challenges, and promote their overall well-being. By providing personalised support and interventions, the resilience work contributes to individuals' progress towards a healthier and more fulfilling life.

In conclusion, 1-2-1 resilience work within Swansea Mind serves the purpose of providing individualised support and interventions to help individuals build resilience - whilst providing a safe space to confront uncomfortable emotions or behaviours. By tailoring the interventions to meet the unique needs of each service user, the resilience work plays a crucial role in empowering individuals to take control of their well-being.

# Information Report

We continue to offer high levels of support to all our service users both online and over the phone. We provide our information digitally or we also post information to our digitally excluded service users.

## Telephone Information

Our Telephone Information Service provides a confidential service for people enquiring about a whole range of mental health issues, problems and services available. Often the caller is in severe distress and seeking support. Although we are not a crisis service, nor are our telephone support staff trained counsellors, we are able to lend a listening ear, value the caller, be non-judgmental, and provide them with the information they need to make informed choices about their own lives. When no staff are available there is an answerphone operating at all times.

We offer a telephone befriending service in which our befriending volunteers call service users on a weekly basis to check-in on them. This provides them with a consistent service when they are experiencing isolation.



## Website, Social Media and Email Support

Swansea Mind's website is: [swanseamind.org.uk](http://swanseamind.org.uk)

The website contains information about Swansea Mind, opening times, details on all the current services available, how to make a referral, as well as where people can access more immediate crisis support.

Our email address is: [admin@swanseamind.org.uk](mailto:admin@swanseamind.org.uk)

As well as having a direct email address, we also have a presence across social media platforms such as Twitter, Facebook and Instagram. Some of our service users find emailing an easier way to ask for support, but it has also been crucial in allowing us to provide digital resources to our service users.



# Swansea Mind would like to thank the following:

Swansea Bay University Health Board  
The National Lottery Community Fund  
All those who have made donations to Swansea Mind  
James Hook and James Hook Testimonial supporters  
Trustees, Staff and Volunteers at Swansea Mind  
Mental Health Forum and SCVS  
Lloyds Foundation  
Mind and Mind Cymru  
Charity Commission  
Austin Bailey Foundation  
Swansea Bay Regional Integrated Fund  
Welsh Government  
Bevan and Buckland Chartered Accountants

SWANSEA MIND

REGISTERED CHARITY NUMBER: 1184072

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FOR THE YEAR ENDED 31 MARCH 2023

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FOR THE YEAR ENDED  
31 MARCH 2023**

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Castle Court  
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Swansea  
SA7 9LA

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## SWANSEA MIND

### REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31 MARCH 2023

#### TRUSTEES

T Condon (Chair)  
D Lowson  
S Elphick  
K Kalna  
J Williams

#### PRINCIPAL ADDRESS

66 St Helens Road  
Swansea  
SA1 4BE

#### REGISTERED CHARITY NUMBER

1184072

#### INDEPENDENT EXAMINER

Bevan Buckland LLP  
Ground Floor Cardigan House  
Castle Court  
Swansea Enterprise Park  
Swansea  
SA7 9LA

## SWANSEA MIND

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### OBJECTIVES AND ACTIVITIES

##### Objectives

The objectives of the Swansea Mind are to provide support and services to those with conditions of emotional or mental distress requiring advice or treatment, in association with National Mind and in accordance with the aims and objectives of National Mind.

To this end, the charity provides active monitoring (supported self-help), services for children and young people, information, and self-help groups designed to benefit the public.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant making policy for the year.

#### FINANCIAL REVIEW

##### Financial performance

Swansea Mind reports a surplus of £131,455 for 2022/23 largely due to generous donations and delays in spending on projects caused by difficulty in recruiting staff in the post pandemic period.

##### Reserves

Swansea Mind uses unrestricted reserves to support charitable activities while ensuring its own financial sustainability. In respect of charitable activities, an amount of £45,000 has been designated to continue support for a project where funding will come to an end in the next financial year.

In respect of financial stability, the charity has identified the need for a contingency fund and sets aside unrestricted reserves for unexpected events. The contingency fund holds £95,000 representing six months' worth of core operating costs to allow for the orderly closure of the charity if that situation should arise. In the short term the contingency fund also provides cover for short term costs relating to redundancy, maternity leave, property repairs and planning for a change of property (estimated to be £20,000).

The charity reviews the contingency fund annually to determine if changes are required in respect of increased turnover or changes to cost estimates.

##### Change in Funding

The charity is aware that there is likely to be a significant change to the way in which it is funded by the local Health Board in 2023/24 and beyond (delayed from 2020/21 due to COVID-19). At the start of the tendering process in 2020/21 a transition plan was drawn up to enable the charity to adapt to a new funding profile. At the same time a fund to support the change was identified comprising restricted funding for core costs received from projects over several years. The purpose of the fund is to support changes to the funding profile of the charity and it is expected that it will be released back to the general fund over a period of two to three years following the change to cover any shortfall in funding of core costs from the Health Board. The fund will be reviewed annually to identify surplus funds that could be released to support charitable activities.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The charity is controlled by its governing document, a deed of trust and constitutes a charitable incorporated organisation (CIO).

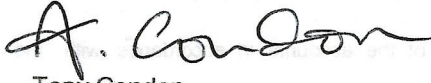
##### Organisational structure

The Charity is guided and overseen by an Executive Committee (Voluntary Trustees) who meet on a regular basis and managed by a CEO with a small team of staff who run the organisation on a day to day basis.



SWANSEA MIND  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 MARCH 2023

Approved by order of the board of trustees on 13th November 2023 and signed on its behalf by:



Tony Condon

T Condon - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SWANSEA MIND**

**Independent examiner's report to the trustees of Swansea Mind**

I report to the charity trustees on my examination of the accounts of Swansea Mind (the Trust) for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.


**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust 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 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.



Henry Lloyd-Davies  
The Institute of Chartered Accountants in England and Wales

Bevan Buckland LLP  
Ground Floor Cardigan House  
Castle Court  
Swansea Enterprise Park  
Swansea  
SA7 9LA

Date: 13/11/2023



**SWANSEA MIND**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		61,939	-	61,939	22,849
<b>Charitable activities</b>					
Charitable activities		-	255,976	255,976	238,917
Investment income	2	3,772	-	3,772	300
<b>Total</b>		<u>65,711</u>	<u>255,976</u>	<u>321,687</u>	<u>262,066</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Charitable activities		1,559	188,673	190,232	202,141
<b>NET INCOME</b>		64,152	67,303	131,455	59,925
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		84,099	281,501	365,600	305,675
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>148,251</u>	<u>348,804</u>	<u>497,055</u>	<u>365,600</u>

The notes form part of these financial statements

**SWANSEA MIND**

**BALANCE SHEET  
31 MARCH 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	6	1,313	-	1,313	1,196
Cash at bank and in hand		149,742	348,804	498,546	366,973
		<u>151,055</u>	<u>348,804</u>	<u>499,859</u>	<u>368,169</u>
<b>CREDITORS</b>					
Amounts falling due within one year	7	(2,824)	-	(2,824)	(2,569)
<b>NET CURRENT ASSETS</b>		<u>148,231</u>	<u>348,804</u>	<u>497,035</u>	<u>365,600</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>148,231</u>	<u>348,804</u>	<u>497,035</u>	<u>365,600</u>
<b>NET ASSETS</b>		<u>148,231</u>	<u>348,804</u>	<u>497,035</u>	<u>365,600</u>
<b>FUNDS</b>	8				
Unrestricted funds				148,231	84,099
Restricted funds				<u>348,804</u>	<u>281,501</u>
<b>TOTAL FUNDS</b>				<u>497,035</u>	<u>365,600</u>

The financial statements were approved by the Board of Trustees and authorised for issue on .....  
and were signed on its behalf by:

.....  
T Condon - Trustee

The notes form part of these financial statements



## SWANSEA MIND

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Donations, are recognised when the Trust has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

##### **Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

##### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### **Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for any other purposes.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes falling in future time periods.

Restricted funds are funds subject to specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

# SWANSEA MIND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 1. ACCOUNTING POLICIES - continued

#### Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### 2. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	3,772	300

### 3. 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.

#### Trustees' expenses

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

### 4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Management	2	2
Administration	1	1
Project worker	4	4
	<u>7</u>	<u>7</u>

No employees received emoluments in excess of £60,000.



**SWANSEA MIND**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	22,849	-	22,849
<b>Charitable activities</b>			
Charitable activities	10,427	228,490	238,917
Investment income	300	-	300
<b>Total</b>	<u>33,576</u>	<u>228,490</u>	<u>262,066</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable activities	5,507	196,634	202,141
<b>NET INCOME</b>	28,069	31,856	59,925
Transfers between funds	(30,000)	30,000	-
<b>Net movement in funds</b>	<u>(1,931)</u>	<u>61,856</u>	<u>59,925</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	86,030	219,645	305,675
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>84,099</u>	<u>281,501</u>	<u>365,600</u>

**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Prepayments and accrued income	<u>1,313</u>	<u>1,196</u>

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023 £	2022 £
Accrued expenses	<u>2,824</u>	<u>2,569</u>

**SWANSEA MIND**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**8. MOVEMENT IN FUNDS**

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General Fund	39,099	64,132	(95,000)	8,231
Contingency Fund	45,000	-	50,000	95,000
Project Continuation Fund	-	-	45,000	45,000
	<u>84,099</u>	<u>64,132</u>	<u>-</u>	<u>148,231</u>
<b>Restricted funds</b>				
Mind	22,314	42,642	-	64,956
Counselling Services	25,290	(1,880)	-	23,410
Lloyds Enable	7,200	(7,200)	-	-
National Lottery CYP	26,697	(1,697)	-	25,000
Lloyds Foundation	-	27,250	-	27,250
Core Restricted Fund	200,000	8,188	-	208,188
	<u>281,501</u>	<u>67,303</u>	<u>-</u>	<u>348,804</u>
<b>TOTAL FUNDS</b>	<u>365,600</u>	<u>131,435</u>	<u>-</u>	<u>497,035</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	65,711	(1,579)	64,132
<b>Restricted funds</b>			
Swansea Bay University Health Board	82,016	(82,016)	-
Mind	86,728	(44,086)	42,642
Austin Bailey Grant	2,500	(2,500)	-
Counselling Services	-	(1,880)	(1,880)
Lloyds Enable	-	(7,200)	(7,200)
National Lottery CYP	21,243	(22,940)	(1,697)
Lloyds Foundation	27,250	-	27,250
Core Restricted Fund	8,188	-	8,188
Transformation Fund	28,051	(28,051)	-
	<u>255,976</u>	<u>(188,673)</u>	<u>67,303</u>
<b>TOTAL FUNDS</b>	<u>321,687</u>	<u>(190,252)</u>	<u>131,435</u>

**SWANSEA MIND**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 MARCH 2023**

**8. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
<b>Unrestricted funds</b>				
General Fund	41,030	28,069	(30,000)	39,099
Contingency Fund	45,000	-	-	45,000
	<u>86,030</u>	<u>28,069</u>	<u>(30,000)</u>	<u>84,099</u>
<b>Restricted funds</b>				
Mind	14,268	8,046	-	22,314
Counselling Services	25,290	-	-	25,290
Lloyds Enable	7,200	-	-	7,200
National Lottery CYP	9,321	17,376	-	26,697
C4B (CYP)	2,499	(2,499)	-	-
Community Fund in Wales	9,697	(9,697)	-	-
Lloyds Foundation	1,370	(1,370)	-	-
Core Restricted Fund	150,000	20,000	30,000	200,000
	<u>219,645</u>	<u>31,856</u>	<u>30,000</u>	<u>281,501</u>
<b>TOTAL FUNDS</b>	<u>305,675</u>	<u>59,925</u>	<u>-</u>	<u>365,600</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	33,576	(5,507)	28,069
<b>Restricted funds</b>			
Swansea Bay University Health Board	82,016	(82,016)	-
Mind	41,176	(33,130)	8,046
Austin Bailey Grant	2,833	(2,833)	-
National Lottery CYP	27,684	(10,308)	17,376
C4B (CYP)	-	(2,499)	(2,499)
Community Fund in Wales	-	(9,697)	(9,697)
National Lottery Digital	23,855	(23,855)	-
Lloyds Foundation	-	(1,370)	(1,370)
Core Restricted Fund	20,000	-	20,000
Transformation Fund	30,926	(30,926)	-
	<u>228,490</u>	<u>(196,634)</u>	<u>31,856</u>
<b>TOTAL FUNDS</b>	<u>262,066</u>	<u>(202,141)</u>	<u>59,925</u>



# SWANSEA MIND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
<b>Unrestricted funds</b>				
General Fund	41,030	92,201	(125,000)	8,231
Contingency Fund	45,000	-	50,000	95,000
Project Continuation Fund	-	-	45,000	45,000
	86,030	92,201	(30,000)	148,231
<b>Restricted funds</b>				
Mind	14,268	50,688	-	64,956
Counselling Services	25,290	(1,880)	-	23,410
Lloyds Enable	7,200	(7,200)	-	-
National Lottery CYP	9,321	15,679	-	25,000
C4B (CYP)	2,499	(2,499)	-	-
Community Fund in Wales	9,697	(9,697)	-	-
Lloyds Foundation	1,370	25,880	-	27,250
Core Restricted Fund	150,000	28,188	30,000	208,188
	219,645	99,159	30,000	348,804
<b>TOTAL FUNDS</b>	<b>305,675</b>	<b>191,360</b>	<b>-</b>	<b>497,035</b>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General Fund	99,287	(7,086)	92,201
<b>Restricted funds</b>			
Swansea Bay University Health Board	164,032	(164,032)	-
Mind	127,904	(77,216)	50,688
Austin Bailey Grant	5,333	(5,333)	-
Counselling Services	-	(1,880)	(1,880)
Lloyds Enable	-	(7,200)	(7,200)
National Lottery CYP	48,927	(33,248)	15,679
C4B (CYP)	-	(2,499)	(2,499)
Community Fund in Wales	-	(9,697)	(9,697)
National Lottery Digital	23,855	(23,855)	-
Lloyds Foundation	27,250	(1,370)	25,880
Core Restricted Fund	28,188	-	28,188
Transformation Fund	58,977	(58,977)	-
	484,466	(385,307)	99,159
<b>TOTAL FUNDS</b>	<b>583,753</b>	<b>(392,393)</b>	<b>191,360</b>

### Purpose of restricted funds

Swansea Bay University Health Board - To be used for the provision of well being and support services

Mind - To be used for sustainability and growth

Austin Bailey Grant - To be used for administration

# SWANSEA MIND

## NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2023

### 8. MOVEMENT IN FUNDS - continued

Counselling Service - To fund the further development of the counselling services

Lloyds Enable - To fund business/stability development work

National Lottery Community Fund - To be used for the young person's project

#### Designated reserve - Contingency

The charity aims to build this fund up to £70,000 over the next few years. In the event of the charity being wound up this fund would cover six months core operating costs allowing for the proper closure of the charity.

#### Core Restricted Fund

The trustees previously carried out a review of funds built up by the charity and decided that where funding had been received for core costs this should be treated as restricted until spent.

### 9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

**SWANSEA MIND**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 MARCH 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	61,939	22,849
<b>Investment income</b>		
Deposit account interest	3,772	300
<b>Charitable activities</b>		
Grants	255,976	238,917
<b>Total incoming resources</b>	321,687	262,066
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	133,826	150,123
Pensions	15,512	12,570
Rates and water	205	132
Insurance	3,789	2,231
Light and heat	1,654	1,724
Telephone	4,343	4,200
Admin, postage & stationery	2,278	1,592
Sundries	-	46
Information and educational materials	13	17
Computer upgrades	1,656	1,753
Centre/drop-in	6,383	2,203
Travel expenses	947	282
Training and conferences	2,296	8,272
Rent	6,527	5,000
Building maintenance	3,870	8,177
Counselling	1,100	-
Consultancy	2,100	504
	186,499	198,826
<b>Support costs</b>		
<b>Governance costs</b>		
Accountancy and legal fees	3,753	3,315
<b>Total resources expended</b>	190,252	202,141
<b>Net income</b>	131,435	59,925

This page does not form part of the statutory financial statements



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
SWANSEA MIND**

**Independent examiner's report to the trustees of Swansea Mind**

I report to the charity trustees on my examination of the accounts of Swansea Mind (the Trust) for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

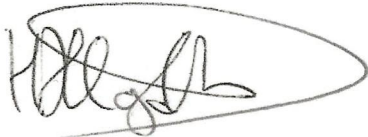
**Independent examiner's statement**

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust 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 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.



Henry Lloyd-Davies  
The Institute of Chartered Accountants in England and Wales

Bevan Buckland LLP  
Ground Floor Cardigan House  
Castle Court  
Swansea Enterprise Park  
Swansea  
SA7 9LA

Date: 13/11/2023