



Registered charity number: 261476  
Registered company number: 04343625

**Accounts**  
**for the year ended**  
**31st March 2021**

**Wenn Townsend**  
**Chartered Accountants**  
**Oxford**

## **Oxfordshire Mind**

### **Contents**

	<b>Page</b>
Reference and Administrative Details	1
Report of the Trustees	2 – 8
Independent Auditor's Report	9 – 11
Statement of Financial Activities	12
Balance Sheet	13
Cash Flow Statement	14
Notes to the Accounts	15 – 29

**Oxfordshire Mind**  
**Reference and Administrative Details**

<b>Registered office:</b>	2 Kings Meadow Osney Mead Oxford OX2 0DP
<b>Trustees:</b>	Nick Welch – Chair Mike Farwell – Treasurer Nick Georgiou Katharine Nicholas Tony Talbot (resigned 31st March 2021) John Hall Andi Reiss Alan Cohen Lucy Townsend Catherine Cooper (resigned 31st March 2021) Arian Beqiri Susan Polywka Chelsea Birkby Luna Zaman
<b>Company secretary:</b>	Susan Polywka
<b>Chief executive:</b>	Daniel Knowles
<b>Senior management team:</b>	Andrew Grillo Debbie Backhouse Jess Willsher Kim McMaster Simon Pitkin Jo Haggas Janet Searle (appointed 9th August 2021) Al Bell (appointed 20th April 2021)
<b>Principal bankers:</b>	National Westminster Bank plc 43 Cornmarket Street Oxford OX1 3EZ  Charities Official Investment Fund 80 Cheapside London EC2V 6DZ  Coutts & Co 16 Cavendish Square London
<b>Auditors:</b>	Wenn Townsend 30 St Giles Oxford OX1 3LE
<b>Solicitors:</b>	Freeths 5000 Oxford Business Park South Oxford OX4 2BH

## **Oxfordshire Mind**

### **Report of the Trustees for the year ended 31st March 2021**

The Trustees present their report and the audited accounts of the charity 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 accounts of the charity.

Oxfordshire Mind is a registered charity (no. 261476) and a company limited by guarantee (no. 4343625) with its own constitution – the 'Memorandum and Articles of Association'. We have a membership agreement with national Mind (registered charity no. 219830) enabling us, amongst other things, to use the Mind name and logo.

#### **Trustees of the Charity**

The directors of the charitable company are its trustees for the purposes of charity law. The trustees who have served during the year and since the year end are as noted on page 1.

#### **Objectives and Activities**

Oxfordshire Mind is part of the Mind network working together across England & Wales to make sure anyone with a mental health problem has somewhere to turn for advice and support.

Our Vision:

- We won't give up until everyone experiencing a mental health problem gets both support and respect

Our Mission:

- We promote good mental health through the provision of high-quality services and campaigning for positive change

Our values:

- Striving to make mental health services more human
- Working alongside people to help them realise their potential
- Raising awareness, promoting understanding and challenging stigma
- The importance of community and the benefits of mutual support

How we work:

- Open - We reach out to anyone who needs us
- Together - We're stronger in partnership
- Responsive - We listen, we act
- Independent - We speak out fearlessly
- Unstoppable - We never give up

#### **Oxfordshire Mind Services**

During the year Oxfordshire Mind provided a wide range of services including:

##### Information Service

For any mental health query, large or small, we provide information and signposting to services. We publish a 'Mind Guide' to mental health services, information and advice across Oxfordshire.

##### Options Sessions

An opportunity to talk with a Wellbeing Service Worker about mental health and wellbeing and help service users to find the right support.

##### Education and coping skills courses

Supporting people with their self esteem, assertiveness, stress, strong emotions and wellbeing.

##### Peer Support

Share activities, issues and thoughts and to meet people who share similar challenges and goals.



## **Oxfordshire Mind**

### **Report of the Trustees (continued) for the year ended 31st March 2021**

#### **Oxfordshire Mind Services (continued)**

##### Benefits Advice

For anyone with a mental health problem in need of support around welfare benefits.

##### Safe Havens in Banbury and Oxford

A safe haven for people in crisis because of their mental health.

##### Talking Therapy

Psychological therapies for people struggling with anxiety and depression.

##### Housing

Transitional Housing Recovery Services for people with serious mental illness. Provided as part of a pathway of housing services for the Oxfordshire Mental Health Partnership.

##### Volunteering and Involvement Opportunities

Support and training for volunteers to extend the range of services we can provide and help people develop new skills and experience. Involvement of people with lived experience and service users in shaping Oxfordshire Mind.

##### Primary Care & AMHT Wellbeing Workers

Wellbeing support from Oxfordshire Mind workers embedded in GP practices in Oxfordshire & Wokingham, and Adult Mental Health Teams across Oxfordshire.

##### Physical Activity & Wellbeing

Walking for Wellbeing groups and holistic support from Physical Health and Wellbeing Workers for people using the Early Intervention Service or living in Mind & Response supported housing.

##### Children & Young People

Wellbeing Worker support within the specialist perinatal mental health team. Support for young people as part of the Mental Wealth Academy. Working with parents & carers of children and young people in the Family Solutions Plus partnership. Work with schools to promote and equip children and young people with knowledge and skills around physical health and mental wellbeing and our Youth in Mind partnership conference.

#### **Fundraising standards information**

Members of the Charity's fundraising department organise events and carry out fundraising activities in order to generate funds for the charity. The Charity does not use professional fundraisers or involve commercial participators. There have been no complaints about fundraising activity this year.

The charity has signed up to the Fundraising Regulator's Code of Fundraising Practice.

All the charity's marketing activities are undertaken directly to ensure that it is not unreasonably persistent or intrusive. Marketing materials contain clear details of how to unsubscribe to future communications and care is taken to limit the level of communications being sent out.

#### **Public Benefit Statement**

The Trustees have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

In developing our services, we look to

- Improve access: Reach all those in need of support, advice and information
- Deepen our impact: Provide services that lead to sustained positive improvements in mental wellbeing
- Focus on recovery: Enable people to take control and realise their potential

Our objectives are set out in 'Shaping our future at 50 Plan for 2018 – 2022' available on our website.

## **Oxfordshire Mind**

### **Report of the Trustees (continued) for the year ended 31st March 2021**

#### **Strategic Report**

##### **Achievements against our Objectives for 2020/21**

Within the **Wellbeing Service**:

- Supported over 400 individuals via embedded workers in Adult Mental health Teams
- Engaged with almost 800 people aged 16-24 across Wellbeing Services
- Secured funding to extend Oxford Safe Haven to a 7 day per week service and kept face to face crisis support available throughout the duration of the COVID-19 pandemic.
- Supported 74 parents between October 2020 and March 2021 as part of the Mental Health component of the Family Solutions Plus project. The project have performed strongly ahead of recommissioning at the end of the 18 month pilot period.

Within the **Transitional Housing Recovery Service**:

- We housed and supported 119 people (previous year 109)
- 34 people were helped to move on (previous year 23)
- 94% of move-on was to more independent or appropriate accommodation (previous year 87%)

Within the **IAPT TalkingSpace Plus psychological therapy service**:

- We sustained referral levels and achieved 53.5% patient recovery rate
- We supported over 11,769 people this financial year into step 2 treatment (previous year 11,713)
- We delivered a responsive service with low waiting times
- We worked with TSP partners to reviewing marketing and the website, although our ability to run events and increase referrals was impacted by the pandemic
- Additionally we moved from university training to the new apprenticeship scheme for trainee PWP's in April 2020

Within **campaigning and influencing**

We continue to value working with partners and in formal partnership across the county and across the National Mind network all of whom have been invaluable to ensure access to mental health services during the pandemic.

#### **Contribution of Volunteers**

Over 75 volunteers continued to offer valuable support and contribution to our work in 2020/21. Our volunteers were involved in a range of Mind activities and events which included helping with our information line, administrative office support, and group work with users of the service.

All Mind volunteers are fully trained and supervised to support them in their work with us. We welcome volunteers from all backgrounds and local communities to join us.

#### **Impact of Covid-19**

The Covid-19 pandemic has affected the charity significantly this year, key areas include:

- Staff, volunteers and service users adapted well to remote working and service delivery with a number of remote phone and online services reaching new service users or better meeting existing user's needs.
- Greater partnership working to meet the demands of the pandemic including joint initiative with OMHP and TSP to deliver a 24/7 mental health helpline in the County.
- Increasing demand and complexity of mental health support needs, particularly in our housing services and information line.
- Effectively supporting staff wellbeing has been challenging due to the impacts of the pandemic, remote working and more challenging workloads.
- Fundraising and training income has declined this year due to events being cancelled, postponed or reduced in size.

Our housing and crisis intervention services continued to open safely throughout lockdowns.

## **Oxfordshire Mind**

### **Report of the Trustees (continued) for the year ended 31st March 2021**

#### **Financial Review**

Income for the year was £6,533,492. Expenditure was £6,230,676. The largest single expenditure was staff costs (£4,670,780) which accounts for over two thirds of expenditure.

The principal funding sources during the year have been:

- Funding from Oxford Health NHS Foundation Trust
- Rent (primarily rent related to Mind Housing Projects)
- Grants from Charitable Trusts and the Big Lottery Fund
- Legacy Income
- Donations and money raised through fundraising events

#### **Reserves Policy**

The Oxfordshire Mind Reserves Policy identifies the need to hold appropriate reserves to:

- fund working capital for contingencies; for example, to manage cashflow relating to the timing of grants payments, or for the payment of deposits on leases
- fund unexpected expenditure; for example, for funding unforeseen property repairs, or for maintaining a service using reserves as bridge-funding
- fund shortfalls in income; for example, to cover potential late payments by funders, or to cover lower than expected funding for short periods

The Reserves Policy details the specific need to hold reserves at a level which will allow for the:

- winding-up of the organisation, allowing for an appropriate period of running down of services
- redundancy for staff throughout the organisation because of either loss of an income stream or complete winding-up
- repairs to property either owned by the organisation or where the organisation is liable for repair costs on leased buildings
- loss of income from a funding source. Reserves would need to be held in order to continue the service for up to two months whilst alternate funding is sought or whilst expenditure is reduced as a result

As of 31st March 2021, free reserves were £2.0m (2020: £1.9m). The current level of reserves held is viewed as sufficient to meet the requirements of the reserves policy.

#### **Future Plans**

Our future plans are informed by our Strategic Plan 2018 – 2022, which looks at the challenges and opportunities facing the organisation and maps out our priorities for the future.

For the next year, our objectives are as follows:

#### **Objectives for 2021/22**

##### Within the Wellbeing Service

- Improve how we evidence and celebrate the impact of our offer in Localities and Information Service.
- Work to engage individuals who may have minimal experience of using our services, to inform what we offer in the future.
- Refresh and implement a revised strategy in relation to our support of Children and Young People in Oxfordshire, including delivery of Youth in Mind.
- Work with partners to extend our Primary Care Project in Wokingham.
- Evidence the positive outcomes and secure Extension of the Family Solutions Plus project.
- Extend Oxford Safe Haven to a 7 day service and use available resource to meet the needs of people in mental health crisis across Oxfordshire.
- Support development and delivery of the Community Mental Health Framework to achieve an improved experience of accessing mental health support for people in Oxfordshire and Berkshire.

## **Oxfordshire Mind**

### **Report of the Trustees (continued) for the year ended 31st March 2021**

#### **Objectives for 2021/22 (continued)**

##### Within the IAPT TalkingSpace Plus psychological therapy service

- Increase referrals and recovery rates
- Provide access for over 15,000 people entering treatment
- Ensure the service is responsive with low waiting times
- Continued development work on recruitment, retention and staff well-being including leadership of the TSP partnership work stream

##### Within the Transitional Housing Recovery Services

- Sustain high levels of successful move-on with 40% of people moving on to stable accommodation each year.
- Sustain low voids at a budgeted level of 5% or below
- Maintain the current 94 units
- Build on our good feedback from the Oxfordshire County Council pathway review project, working with partners and other stakeholders on the project's action plan
- Focus on quality, support system development, supporting carers/family and participating in the OMHP peer review.

##### Within the Innovation Team

- Work with key stakeholders in Berkshire West to enhance mental health support and awareness, collaborating with other providers, facilitating the sharing of knowledge and skills, increasing capacity, and partnering with Buckinghamshire Mind to deliver the 'Mind in Berkshire' programme
- Delivery of the Equality, Equity, Diversity & Inclusion Strategy to improve access, experience and outcomes for all including continued development of the Equality, Diversity & Inclusion Action Group
- Further development of impact measurement & quality systems to support evidence-based decision-making across our delivery and campaigning functions

##### Communications and Campaigning

- Complete the redesign of our website
- Increase our reach through social and other media
- Deliver an impactful World Mental Health Day event in October 2021
- Work on the Experts by Experience role to highlight service user experiences to the media

##### Development and Fundraising

- Continue to grow income and surplus in line with our budget, aiming for ever increase returns on investment
- Develop and deliver an improved training package to 3rd party organisations
- Deliver another impactful Comedy Gala in January 2022

During this year we will be exploring the viability of Oxfordshire Mind delivering a purpose built CQC registered mental health residential care with nursing facility in Oxfordshire for people from Oxfordshire with serious mental illness.

#### **Looking Further Ahead**

Our current strategic plan covers the period to 31st March 2022. During Autumn 2021 we will start a new strategic review process, consulting across our teams, service users and potential service users. Considering this feedback and the likely external environment within which we operate, to develop a strategic plan for 2022 – 2025.

The next strategic plan will continue our commitment to a whole person approach for people experiencing mental illness, their wider network and supporting people to maintain mental wellness via a partnership approach.

Covid-19 and related lockdowns continue to evolve and impact all aspects of our work, we expect this to be an ongoing consideration for the organisation.

## Oxfordshire Mind

### Report of the Trustees (continued) for the year ended 31st March 2021

#### Structure, Governance and Management

The Trustees of Oxfordshire Mind are responsible for overseeing the management and administration of the charity and have ultimate responsibility for the charity's activities. The Trustees are also the Directors of the company. Trustees are elected by the membership at the Annual General Meeting or join as co-opted members at the invitation of the Board of Trustees. Induction and training is available for all Trustees.

The role of the Board of Trustees is

- To ensure that Oxfordshire Mind acts in accordance with its Memorandum and Articles, charity law, company law, and other relevant legislation or regulations
- To ensure that Oxfordshire Mind applies its resources exclusively in pursuance of its objects (*"to promote the preservation of mental health and to assist in relieving and rehabilitating persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment, in association with Mind in accordance with the aims and objectives of Mind"*)
- To provide clear strategic direction to the organisation, setting overall policy, setting targets and evaluating performance
- To safeguard the good name and values of the charity
- To protect and manage the property of the charity and to ensure the proper investment of Oxfordshire Mind's funds
- To oversee the financial affairs of the Charity

During the year 2020/21 the full Board of Trustees met regularly, and all meetings were quorate.

Separate Trustee Sub Committees covering Finance, HR and Contracts also met on a regular basis during the year and reported to the full Board.

The day-to-day management of the organisation is delegated to the organisation's paid staff, and in particular to the Senior Management Team. During the year, the Senior Management Team consisted of:

- Chief Executive
- Head of Wellbeing Services
- Head of IAPT Services
- Head of Housing
- Head of Finance & Resources
- Head of HR (joined March 2021)
- Director of Services

A comprehensive review of the charity's management arrangements was begun in 2020/21. The management have changed as a result of the review, and these will be implemented during 2021/22.

#### Environmental Good Practice

Oxfordshire Mind has a policy on environmental good practice. The charity aims to minimise our impact through practical measures such as: interest free public transport season ticket loans, a cycle-to-work scheme, energy efficiency, reducing paper usage, recycling, and other measures. The policy covers our work with service users, our staff, contractors and where appropriate partners and other stakeholders.

#### Risk Management

The Trustees have considered risks and risk management throughout the year as part of the business of the regular Trustees' meetings. A formal strategic risk assessment and risk management register is reviewed and kept updated.

The principal risks and uncertainties for the charity as at 31st March 2021 are the changing environment of NHS and local government commissioning, sustaining culture and values in partnerships, loss of major funding or contracts further impacts of Brexit, serious health and safety incidents related to our work, Covid 19 and impact on staff wellbeing. We have a detailed risk management plan in place to mitigate for these which is regularly reviewed by senior management and trustees.



## **Oxfordshire Mind**

### **Report of the Trustees (continued) for the year ended 31st March 2021**

#### **Key Management Personnel Remuneration**

The Trustees consider the Board of Trustees and the Senior Management Team as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis. All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in note 9 to the accounts.

Trustees are required to disclose all relevant interests and in accordance with the Trust's policy withdraw from decisions where a conflict of interest arises.

The pay of the Senior Management Team is reviewed annually and is normally increased in accordance with average earnings. The remuneration is reviewed to ensure that it is fair and not out of line with similar roles.

#### **Statement of Trustees' responsibilities**

The Trustees (who are also directors of Oxfordshire Mind for the purposes of company law) are responsible for preparing the Trustees' Report (including the Strategic Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

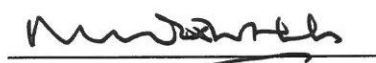
The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

In approving the Trustees' Annual Report, we also approve the Strategic Report included therein, in our capacity as company directors.

**This report was approved at a meeting of the Trustees and signed by**



**Nick Welch**



**Mike Farwell**

**27th September 2021**

## **Independent Auditor's Report to the members of Oxfordshire Mind**

### **Opinion**

We have audited the financial statements of Oxfordshire Mind (the 'charitable company') for the year ended 31st March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st March 2021, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **Independent Auditor's Report to the members of Oxfordshire Mind (continued)**

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report and the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 8, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



## **Independent Auditor's Report to the members of Oxfordshire Mind (continued)**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management, those charged with governance and the entity's solicitors around actual and potential litigation and claims;
- Enquiry of entity staff in tax and compliance functions to identify any instances of non-compliance with laws and regulations;
- Reviewing minutes of meetings of those charged with governance;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Deborah Pluck BA FCA (Senior Statutory Auditor)**  
**For and on behalf of Wenn Townsend Chartered Accountants, Statutory Auditor**  
**30 St Giles**  
**Oxford OX1 3LE**

**27th September 2021**

**Oxfordshire Mind**

**Statement of Financial Activities  
(including Income and Expenditure Account)  
for the year ended 31st March 2021**

	Note	General Funds £	Designated Funds £	Restricted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>Income from:</b>						
Donations and subscriptions	2	227,305	-	-	227,305	280,068
Legacies		33,588	-	-	33,588	201,333
Investments	3	1,733	-	-	1,733	13,614
Charitable activities	4	4,615,251	-	1,655,615	6,270,866	4,776,286
<b>Total income</b>		<u>4,877,877</u>	<u>-</u>	<u>1,655,615</u>	<u>6,533,492</u>	<u>5,271,301</u>
<b>Expenditure on:</b>						
Raising funds	5	155,043	-	2,494	157,537	154,052
Charitable activities	6	4,776,506	3,705	1,292,928	6,073,139	4,722,147
<b>Total expenditure</b>		<u>4,931,549</u>	<u>3,705</u>	<u>1,295,422</u>	<u>6,230,676</u>	<u>4,876,199</u>
<b>Net (expenditure)/income before gain on investments</b>		(53,672)	(3,705)	360,193	302,816	395,102
Net gain on investments	11	17,649	-	-	17,649	-
<b>Net (expenditure)/income</b>		<u>(36,023)</u>	<u>(3,705)</u>	<u>360,193</u>	<u>320,465</u>	<u>395,102</u>
Transfers between funds	14/15	194,352	-	(194,352)	-	-
<b>Net movement in funds</b>		<u>158,329</u>	<u>(3,705)</u>	<u>165,841</u>	<u>320,465</u>	<u>395,102</u>
Balances brought forward at 1st April 2020		<u>1,940,863</u>	<u>2,574,342</u>	<u>168,005</u>	<u>4,683,210</u>	<u>4,288,108</u>
Balances carried forward at 31st March 2021		<u>2,099,192</u>	<u>2,570,637</u>	<u>333,846</u>	<u>5,003,675</u>	<u>4,683,210</u>

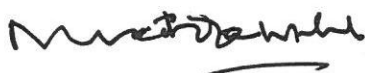
All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above.

The notes on pages 15 to 29 form part of these accounts

**Oxfordshire Mind**  
**Balance Sheet**  
**as at 31st March 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible fixed assets	10	2,635,620	2,640,385
Investments	11	1,039,649	1,022,000
		<u>3,675,269</u>	<u>3,662,385</u>
<b>Current assets</b>			
Investments	11	1,435,236	1,637,380
Debtors	12	781,997	734,665
Cash at bank and in hand		25,021	23,622
		<u>2,242,254</u>	<u>2,395,667</u>
<b>Deduct: Current liabilities</b>			
Creditors	13	(913,848)	(1,374,842)
<b>Net current assets</b>		<u>1,328,406</u>	<u>1,020,825</u>
<b>Net assets</b>	16	<u>5,003,675</u>	<u>4,683,210</u>
<b>Funds</b>			
General funds		2,099,192	1,940,863
Designated funds	14	2,570,637	2,574,342
Restricted funds	15	333,846	168,005
		<u>5,003,675</u>	<u>4,683,210</u>

**Approved by the Board of Trustees on 27th September 2021  
and signed on its behalf by :**



Nick Welch - Chairman



Mike Farwell - Treasurer

**Registered company number: 04343625**

**The notes on pages 15 to 29 form part of these accounts**

**Oxfordshire Mind**  
**Cash Flow Statement**  
**for the year ended 31st March 2021**

	<b>2021</b> <b>£</b>	<b>2020</b> <b>£</b>
<b>Reconciliation of changes in resources to net cash outflow from operating activities:</b>		
Net incoming resources	320,465	395,102
Depreciation	48,539	38,100
Interest receivable	(1,733)	(13,614)
Gain on investments	(17,649)	-
Increase in debtors	(47,332)	(510,191)
Decrease in creditors	(460,994)	(126,704)
<b>Net cash used by operating activities</b>	<u>(158,704)</u>	<u>(217,307)</u>
<b>Cash flow from investing activities</b>		
Payments to acquire investments	(1,000,000)	-
Payments to acquire tangible fixed assets	(43,774)	(71,050)
Interest received	1,733	13,614
<b>Net cash used in investing activities</b>	<u>(1,042,041)</u>	<u>(57,436)</u>
<b>Net decrease in cash and cash equivalents in the year</b>	(1,200,745)	(274,743)
<b>Balance as at 1st April 2020</b>	2,661,002	2,935,745
<b>Balance as at 31st March 2021</b>	<u><u>1,460,257</u></u>	<u><u>2,661,002</u></u>
<b>Cash and cash equivalents consists of:</b>		
Cash at bank and in hand	25,021	23,622
Short term deposits	1,435,236	1,637,380
Cash held pending investment	-	1,000,000
	<u><u>1,460,257</u></u>	<u><u>2,661,002</u></u>

## **Oxfordshire Mind**

### **Notes to the Accounts for the year ended 31st March 2021**

#### **1 Accounting policies**

##### **General information and basis of preparation**

Oxfordshire Mind is a charitable company in the United Kingdom. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these accounts. The nature of the charity's operations and principal activities are included in the Trustees' Report.

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 of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

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

The significant accounting policies applied in the preparation of these accounts are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes. The Trustees may choose to designate funds for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the note to the accounts.

##### **Tangible fixed assets**

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation of tangible fixed assets is provided on a straight line basis, calculated at annual rates estimated to write off each asset over the term of its useful life. The rates in use are as follows:-

Fixtures and fittings	15% per annum
Motor vehicles	20% per annum
IT equipment	25% per annum

Depreciation is no longer charged on the charity's property as the properties are not seen as diminishing in value, and therefore any depreciation charge would be immaterial. Properties are reviewed annually for impairment.

A limit of £1,000 has been set so that items of a fixed nature will be capitalised if above this amount.

## **Oxfordshire Mind**

### **Notes to the Accounts (continued) for the year ended 31st March 2021**

#### **1 Accounting policies (continued)**

##### **Impairment**

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in income or expenditure unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

##### **Investments**

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the Statement of Financial Activities (SoFA) if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

Current asset investments are short term highly liquid investments and are held at fair value. These include cash on deposit and cash equivalents with a maturity of less than one year.

##### **Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

##### **Income recognition**

All incoming resources are included in the SoFA when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. No amount is included in the accounts for volunteer time in line with the SORP (FRS 102).

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion legacies will be notified to the charity where it is not possible to measure the amount expected to be distributed. On these occasions, the legacy is treated as a contingent asset and disclosed.

The charity receives government and other grants in respect of the housing and care services it provides. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred. Where the charity works with partners in providing services, but is ultimately responsible for delivery of the service, then income is recognised in full in the accounts where it meets the criteria above.

Investment income is earned through holding assets for investment purposes and includes bank interest. It is included when the amount can be measured reliably.

## **Oxfordshire Mind**

### **Notes to the Accounts (continued) for the year ended 31st March 2021**

#### **1 Accounting policies (continued)**

##### **Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Costs of raising funds includes the costs associated with raising funds from all possible sources of incoming resources;
- Expenditure on charitable activities includes expenditure incurred in the furtherance of the charity's objects; and
- Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

##### **Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management. Where support costs cannot be directly attributed to particular headings they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

The analysis of these costs is included in note 6.

##### **Leases**

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

##### **Employee benefits**

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

##### **Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

##### **Going concern**

The accounts have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these accounts. They have included a review of the impact of COVID-19 as part of this assessment. The forecast income and expenditure is deemed sufficient, along with the level of reserves held, for the charity to be able to continue as a going concern.



**Oxfordshire Mind**

**Notes to the Accounts (continued)  
for the year ended 31st March 2021**

**2 Income from donations**

	<b>General Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Donations	225,065	-	-	225,065	278,066
Subscriptions	2,240	-	-	2,240	2,002
	<u>227,305</u>	<u>-</u>	<u>-</u>	<u>227,305</u>	<u>280,068</u>

In 2020, £543 and £105 of the above income was attributable to designated and restricted funds respectively.

**3 Income from investments**

	<b>General Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Bank interest received	<u>1,733</u>	<u>-</u>	<u>-</u>	<u>1,733</u>	<u>13,164</u>

In 2020, none of the above income was attributable to either designated or restricted funds.

**4 Income from charitable activities**

	<b>General Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Joint Commissioning Team	976,964	-	-	976,964	948,761
Grants from Trusts/Big Lottery	971,830	-	1,655,240	2,627,070	1,028,431
Oxford Health NHS Foundation Trust	972,639	-	-	972,639	1,131,899
SIL housing contract	557,822	-	-	557,822	526,784
Rents receivable	959,978	-	-	959,978	974,577
Residents housing service charge	81,761	-	-	81,761	86,256
Student fees received	(400)	-	-	(400)	1,850
Training and other income	94,657	-	375	95,032	77,728
	<u>4,615,251</u>	<u>-</u>	<u>1,655,615</u>	<u>6,270,866</u>	<u>4,776,286</u>

In 2020, £1,352 of the above income was attributable to designated funds, and £887,356 to restricted funds.



# Oxfordshire Mind

## Notes to the Accounts (continued) for the year ended 31st March 2021

### 5 Raising funds

	General Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
Staff costs	139,408	-	-	139,408	133,139
Other fundraising costs	15,635	-	2,494	18,129	20,913
	<u>155,043</u>	<u>-</u>	<u>2,494</u>	<u>157,537</u>	<u>154,052</u>

In 2020, none of the above expenditure was attributable to designated funds, and £590 to restricted funds.

### 6 Charitable activities

	General Funds £	Designated Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Direct costs</b>					
Staff costs	3,472,382	-	1,058,990	4,531,372	3,513,866
Rent and rates	488,447	-	8,880	497,327	386,485
Training	48,337	-	6,524	54,861	39,619
Motor and travel	7,154	-	1,255	8,409	77,700
Insurance	15,696	-	535	16,231	10,913
Heat and light	82,500	-	-	82,500	92,034
Project running costs/resources	7,609	3,705	7,453	18,767	15,238
Partner project costs	-	-	162,686	162,686	-
Repairs and maintenance	148,379	-	2,574	150,953	135,940
IT costs	87,626	-	9,320	96,946	89,905
Amenity	16,424	-	131	16,555	4,963
Depreciation	48,539	-	-	48,539	38,100
Consultancy	173,219	-	4,635	177,854	132,122
	<u>4,596,312</u>	<u>3,705</u>	<u>1,262,983</u>	<u>5,863,000</u>	<u>4,536,885</u>
<b>Support costs</b>					
Recruitment costs	22,005	-	6,091	28,096	29,314
Telephone, fax and internet	83,694	-	10,457	94,151	80,843
Printing, postage, books and stationery	42,637	-	3,140	45,777	38,960
Subscriptions	10,406	-	168	10,574	11,654
Bank charges and interest	4,183	-	-	4,183	4,634
Miscellaneous	-	-	-	-	1,966
Governance costs	17,269	-	10,089	27,358	17,891
	<u>180,194</u>	<u>-</u>	<u>29,945</u>	<u>210,139</u>	<u>185,262</u>
Total	<u>4,776,506</u>	<u>3,705</u>	<u>1,292,928</u>	<u>6,073,139</u>	<u>4,722,147</u>

In 2020, £2,495 of the above expenditure was attributable to designated funds, and £751,733 to restricted funds.

**Oxfordshire Mind**

**Notes to the Accounts (continued)  
for the year ended 31st March 2021**

**7 Governance costs**

	<b>General Funds £</b>	<b>Designated Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2021 £</b>	<b>Total 2020 £</b>
Auditor's remuneration	6,920	-	-	6,920	6,420
Legal and professional	10,349	-	10,089	20,438	11,471
	<u>17,269</u>	<u>-</u>	<u>10,089</u>	<u>27,358</u>	<u>17,891</u>

**8 Staff costs**

The average number of employees and full time equivalent during the year was as follows:

	<b>2021 Number</b>	<b>2020 Number</b>
Employed staff	216	148
Part-time locum workers	6	6
	<u>222</u>	<u>154</u>
Full-time equivalent staff	<u>191</u>	<u>129</u>

The total remuneration was:

	<b>£</b>	<b>£</b>
Wages and salaries	4,147,958	3,155,396
Social security costs	361,033	283,143
Pension costs	113,606	78,754
Sub contract staff costs	48,183	129,712
	<u>4,670,780</u>	<u>3,647,005</u>

The number of employees who received total employment benefits (excluding employer pension costs) of more than £60,000 is as follows:

	<b>2021 Number</b>	<b>2020 Number</b>
£70,001 to £80,000	<u>1</u>	<u>1</u>

The pension scheme is a defined contribution scheme. There were no outstanding or prepaid contributions at 31st March 2021 (2020: Nil).

## Oxfordshire Mind

### Notes to the Accounts (continued) for the year ended 31st March 2021

#### 9 Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2020: £Nil).

The total amount of employee benefits received by key management personnel is £315,736 (2020: £289,067). The Trust considers its key management personnel comprise the Board of Trustees and the Senior Management Team.

No trustees are accruing pension arrangements (2020: none).

Expenses totalling £nil (2020: £nil) were reimbursed to Trustees for travel and subsistence.

#### 10 Fixed assets

	Freehold property	Fixtures and fittings	Computers	Total
	£	£	£	£
<b>Cost</b>				
At 1st April 2020	2,864,845	76,976	142,984	3,084,805
Additions	-	-	43,774	43,774
	<u>2,864,845</u>	<u>76,976</u>	<u>186,758</u>	<u>3,128,579</u>
At 31st March 2021	<u>2,864,845</u>	<u>76,976</u>	<u>186,758</u>	<u>3,128,579</u>
<b>Depreciation</b>				
At 1st April 2020	295,002	58,410	91,008	444,420
Charge for the year	-	4,842	43,697	48,539
	<u>295,002</u>	<u>63,252</u>	<u>134,705</u>	<u>492,959</u>
At 31st March 2021	<u>295,002</u>	<u>63,252</u>	<u>134,705</u>	<u>492,959</u>
<b>Net book value</b>				
At 31st March 2021	<u>2,569,843</u>	<u>13,724</u>	<u>52,053</u>	<u>2,635,620</u>
At 31st March 2020	<u>2,569,843</u>	<u>18,566</u>	<u>51,976</u>	<u>2,640,385</u>

**Oxfordshire Mind**

**Notes to the Accounts (continued)  
for the year ended 31st March 2021**

**11a) Investments**

	<b>2021</b> £	<b>2020</b> £
<b>Fixed asset investments</b>		
Trust fund	22,000	22,000
Managed investment funds (see note 11b)	1,017,649	-
Funds pending investment	-	1,000,000
	<hr/>	<hr/>
Total fixed asset investments	1,039,649	1,022,000
 <b>Current asset investments</b>		
Cash in deposit accounts	1,435,236	1,637,380
	<hr/>	<hr/>
	<u>2,474,885</u>	<u>2,659,380</u>

**11b) Managed investment funds**

	<b>2021</b> £	<b>2020</b> £
Market value at 1st April 2020	-	-
Acquisitions at cost	1,000,000	-
Gain on revaluation	17,649	-
	<hr/>	<hr/>
	<u>1,017,649</u>	<u>-</u>

**12 Debtors**

	<b>2021</b> £	<b>2020</b> £
Debtors	730,616	591,302
Prepayments	51,381	143,363
	<hr/>	<hr/>
	<u>781,997</u>	<u>734,665</u>

**Oxfordshire Mind**

**Notes to the Accounts (continued)  
for the year ended 31st March 2021**

**13 Creditors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Creditors	96,913	83,929
Accruals	441,052	331,601
Deferred income	216,208	883,967
Taxation and social security	136,068	75,345
Other creditors	23,607	-
	<u>913,848</u>	<u>1,374,842</u>

Movements on deferred income during the year were:-

	<b>£</b>
As at 1st April 2020	883,967
Amount deferred during the year	276,423
Allocated to Statement of Financial Activities	(944,182)
	<u>216,208</u>
Carried forward at 31st March 2021	<u>216,208</u>

Deferred income relates to grants received for future periods.

## Oxfordshire Mind

### Notes to the Accounts (continued) for the year ended 31st March 2021

#### 14 Designated funds 2021

	Balance at 1.4.20 £	<u>Movement in resources</u>		Transfers £	Balance at 31.3.21 £
		Incoming £	Outgoing £		
Access Fund	587	-	-	-	587
Cherwell & West Activity Account	207	-	-	-	207
Freehold Property Fund	2,569,843	-	-	-	2,569,843
South & Vale Activity Account	3,705	-	(3,705)	-	-
	<u>2,574,342</u>	<u>-</u>	<u>(3,705)</u>	<u>-</u>	<u>2,570,637</u>

#### 2020

	Balance at 1.4.19 £	<u>Movement in resources</u>		Transfers £	Balance at 31.3.20 £
		Incoming £	Outgoing £		
Access Fund	44	543	-	-	587
Banbury Asian Group	1,659	(1,659)	-	-	-
Cherwell & West Activity Account	207	-	-	-	207
Freehold Property Fund	2,569,843	-	-	-	2,569,843
Oxford City Council	(1,262)	-	-	1,262	-
South & Vale Activity Account	3,705	-	-	-	3,705
Wood Farm Project	(516)	3,011	(2,495)	-	-
	<u>2,573,680</u>	<u>1,895</u>	<u>(2,495)</u>	<u>1,262</u>	<u>2,574,342</u>

#### Access Fund

Funds allocated for projects that are not within the wellbeing contract and meet the objectives of Oxfordshire Mind.

#### Banbury Asian Group

Funded by Public Health Oxfordshire this outreach project has enabled Oxfordshire Mind to engage with Asian Women in Banbury through an activity-based programme. This project has facilitated improved wellbeing, self-esteem and physical health amongst the peer support group participants.

#### Freehold Property Fund

This fund represents property held by the charity. These assets are required for the charitable activities of the charity, and thus do not form part of available general funds.

#### Oxford City Council

As part of a renewed tenancy agreement, Oxfordshire Mind has agreed to bear some property improvement costs. The amount of expenditure required is included in this fund.

#### South & Vale Activity Account

To provide workers in the South & Vale area to access local GP surgeries providing information on Oxfordshire Mind services.

#### Wood Farm Project

Funded by Public Health Oxfordshire this outreach project has enabled Oxfordshire Mind to engage with Asian Women on this estate through an activity-based programme. The project has facilitated improved wellbeing, self-esteem and physical health amongst the peer group participants.

**Oxfordshire Mind**

**Notes to the Accounts (continued)  
for the year ended 31st March 2021**

**15 Restricted funds**

**2021**

	<b>Balance at 1.4.20 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>General Fund Support £</b>	<b>Balance at 31.3.21 £</b>
Adult Mental Health Team	(514)	135,000	(109,709)	(18,573)	-	6,204
Banbury Safe Haven	-	236,175	(137,227)	(33,120)	-	65,828
Covenant	1,211	-	(1,211)	-	-	-
Children & Young People	-	8,500	(8,500)	-	-	-
Data Impact Officer	7,262	28,142	(26,129)	(4,354)	-	4,921
Family Solution Plus	-	253,300	(215,425)	(13,592)	-	24,283
Help through Crisis	7,736	-	-	(7,736)	-	-
Mental Health Wellbeing Academy	6,901	20,000	(25,501)	(2,130)	-	(730)
Mind Covid Loneliness	-	37,303	(34,141)	(3,162)	-	-
Mind Volunteers	(1,095)	1,875	(780)	-	-	-
Mind Ward Project	(1,616)	13,480	(11,864)	-	-	-
Mind Universal Credit	3,056	64,067	(58,728)	(4,307)	-	4,088
Oxford Safe Haven	71,544	201,630	(144,530)	(29,534)	-	99,110
Oxfordshire Sports Partnership	-	9,536	(9,966)	-	-	(430)
Primary Care	64,690	397,768	(300,184)	(44,057)	-	118,217
RAF Benson	3,144	28,000	(27,188)	(3,496)	-	460
Reaching Communities (Big Lottery)	-	107,980	(82,997)	(23,952)	-	1,031
Stone Family Foundation	5,606	70,859	(70,859)	-	-	5,606
Walking to Wellbeing	80	27,000	(26,243)	(6,339)	-	(5,502)
Wokingham	-	15,000	(4,240)	-	-	10,760
	<u>168,005</u>	<u>1,655,615</u>	<u>(1,295,422)</u>	<u>(194,352)</u>	<u>-</u>	<u>333,846</u>

# Oxfordshire Mind

## Notes to the Accounts (continued) for the year ended 31st March 2021

### 15 Restricted funds (continued) 2020

	Balance at 1.4.19 £	Income £	Expenditure £	Transfers £	General Fund Support £	Balance at 31.3.20 £
Adult Mental Health Team	-	50,000	(45,054)	(5,460)	-	(514)
Banbury Safe Haven	-	55,009	(41,969)	(13,040)	-	-
Covenant	(381)	25,389	(21,837)	(1,960)	-	1,211
Children & Young People	-	21,100	(38,359)	(3,292)	20,551	-
Data Impact Officer	1,621	28,947	(19,951)	(3,355)	-	7,262
Help through Crisis	14,316	6,020	(10,377)	(2,223)	-	7,736
Mental Health Wellbeing Academy	-	10,000	(3,099)	-	-	6,901
Mind Volunteer	-	1,875	(2,970)	-	-	(1,095)
Mind Ward	-	7,863	(9,479)	-	-	(1,616)
Mind Universal	-	30,750	(23,387)	(4,307)	-	3,056
Oxford Safe Haven	40,526	192,000	(136,707)	(24,275)	-	71,544
Oxfordshire Sports Partnership	4,527	13,855	(19,935)	(6,316)	7,869	-
Primary Care	25,201	281,695	(217,029)	(25,177)	-	64,690
RAF Benson	-	7,500	(2,106)	(2,250)	-	3,144
Reaching Communities (Big Lottery)	-	47,732	(51,972)	(13,374)	17,614	-
Stone Family Foundation	5,140	80,726	(80,260)	-	-	5,606
Walking to Wellbeing	912	27,000	(27,832)	-	-	80
	<u>91,862</u>	<u>887,461</u>	<u>(752,323)</u>	<u>(105,029)</u>	<u>46,034</u>	<u>168,005</u>

#### Adult Mental Health Team

The project also incorporates use of BBMH worker time within an AMHT setting to improve access to welfare benefits for service users within secondary care.

#### Banbury Safe Haven

Banbury Safe Haven is funded by Oxfordshire CCG through OMHP and offers short term additional support out of hours for people who are over 18 and experiencing a mental health crisis.

#### Covenant

Outreach support to spouses of serving Armed Forces personnel delivered on bases including a four week course programme, funded by the Covenant Fund through National Mind.

#### Children & Young People

Delivery of 6 x the 'Boxing and Wellbeing' offer, including a 4 week course, to public health identified schools, in North and South Oxfordshire.

#### Data Impact Officer

The Stone Family Foundation has provided Oxfordshire Mind with a restricted grant over a three year period to cover the costs of an Impact Measurement Officer. Project milestones include improving use of data for service planning and impact measurement.

#### Family Solution Plus

This is a new pilot offer for families in Oxfordshire. As part of this pilot offer, Oxfordshire Mind are funded by OCC to lead the Mind Partnership Service with Elmore Community Services and Connection Support, offering non-clinical mental health support to parents, whose children are part of a Local Authority Statutory Plan.



## **Oxfordshire Mind**

### **Notes to the Accounts (continued) for the year ended 31st March 2021**

#### **15 Restricted funds (continued)**

##### **Help Through Crisis**

As part of the Stronger Together partnership funded by the Big Lottery Help Through Crisis project Oxfordshire Mind employs a Resilience Coach who provides tailored support, advice and advocacy to enable people to address difficulties and be in a better position to improve circumstances and plan for their future.

##### **Mental Health Wellbeing Academy**

Mental Health Wellbeing Academy is an innovative new project supporting 18-25 year olds affected by life-changing events, who are falling through gaps created by transition pathways from CAMHS to Adult Mental Health services.

##### **Mind Covid Loneliness**

Working within the Locality teams, reaching people with effective, targeted relief for those most at risk of loneliness because of Covid-19 and contributing to the evidence base on Covid-19 and loneliness.

##### **Mind Volunteers**

To recruit and train volunteers to support service users to maintain their Universal Credit claim. Work to take place at Oxfordshire Mind hubs across the county and include provision of IT hardware to enable service users to manage their benefit claim on site.

##### **Mind Ward Project**

To support service users on inpatient Mental health Wards in Oxford City. Service users are supported to establish Benefit Claims which can remove obstacles ahead of discharge to outpatient services, and move into supported or independent accommodation.

##### **Mind Universal Credit**

To support service users to assess eligibility and claim Universal Credit, in response to wider rollout of Universal Credit by DWP/eventual transition from ESA to UC.

##### **Oxford Safe Haven**

Oxford Safe Haven is funded by Oxfordshire CCG through OMHP and offers short-term additional support out of hours for people in Oxfordshire, who are over 18 and experiencing a mental health crisis. It offers an alternative to A&E for people who don't have urgent medical needs, and who can keep themselves safe whilst at Oxford Safe Haven. It provides a welcoming space, crisis planning support, space to be with others, a quiet room and friendly staff who are always on hand.

##### **Oxfordshire Sports Partnership**

To improve the participation rates of people with mental health problems, access new sporting activities in Oxfordshire.

##### **Primary Care**

To provide one-to-one sessions for patients in GP practices who may be experiencing mental health issues that are impacting on their wellbeing in a non clinical way.

##### **RAF Benson**

An out-reach support to spouses of serving armed forces personnel delivered at RAF Benson

##### **Reaching Communities (Big Lottery)**

Deliver specialist outreach based benefits advice and caseworks across Oxfordshire enabling people with mental health problems to navigate major changes in the benefits system to access their right entitlement.

##### **Stone Family Foundation**

To provide a dedicated service, supporting people with severe and enduring mental health at the Mill Oxford.

# Oxfordshire Mind

## Notes to the Accounts (continued) for the year ended 31st March 2021

### 15 Restricted funds (continued)

#### Walking to Wellbeing

To provide wellbeing accessible walking groups from mental health services with the aim of getting people with severe and enduring mental health conditions active.

#### Wokingham

Oxfordshire Mind's Wokingham Wellbeing Service has two streams: one-to-one support for people with mild to moderate mental health concerns and helping to develop and integrate the local VCS offer of mental health and wellbeing provision in Wokingham.

As agreed with donors at the bid process, management charges are applied to several restricted funds. £194,352 (2020: £105,029) was transferred to the general fund to represent this, which is included in transfers above.

During 2020/21, general funds of £Nil (2020: £46,034) were used in support of restricted fund projects where costs exceeded income.

### 16 Analysis of net assets between funds - 2021

	General Funds £	Designated Funds £	Restricted Funds £	Total 2021 £
<b>Represented by:</b>				
Current assets	1,708,206	794	533,254	2,242,254
Current liabilities	(714,440)	-	(199,408)	(913,848)
	993,766	794	333,846	1,328,406
Tangible fixed assets	65,777	2,569,843	-	2,635,620
Investments	1,039,649	-	-	1,039,649
	2,099,192	2,570,637	333,846	5,003,675

### Analysis of net assets between funds - 2020

	General Funds £	Designated Funds £	Restricted Funds £	Total 2020 £
<b>Represented by:</b>				
Current assets	2,041,836	4,499	349,332	2,395,667
Current liabilities	(1,193,515)	-	(181,327)	(1,374,842)
	848,321	4,499	168,005	1,020,825
Tangible fixed assets	70,542	2,569,843	-	2,640,385
Investments	1,022,000	-	-	1,022,000
	1,940,863	2,574,342	168,005	4,683,210

## **Oxfordshire Mind**

### **Notes to the Accounts (continued) for the year ended 31st March 2021**

#### **17 Related party transactions**

Oxfordshire Mind is a part of the National Mind Federation. Although an independent organisation, we are subject to a regular audit (the Mind Quality Mark), which provides helpful scrutiny. A key benefit of the federation is the opportunity to work with colleagues in National Mind and other Local Mind Associations around the country and learn from each other. In addition, we are able to bid for funding from National Mind where appropriate.

The charity subscribes to the Mind Block insurance policy for local Mind groups.

#### **18 Operating leases**

Total future minimum lease payments under non-cancellable operating leases are as follows:-

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Operating leases which expire:		
Within one year	213,330	177,486
Within two to five years	181,143	105,300
	<u>394,473</u>	<u>282,786</u>