

# Mainstay D R P

Northern Ireland · Charity number 102444

## Details

Status	Received
Registered	2016-07-04
Register	<a href="#">View on the Charity Commission for Northern Ireland register</a>

## Contact

**Address**  
Mainstay Drp  
2 Cumulus Heights  
Ballyvange  
Killough Road  
Downpatrick  
Bt30 6wt  
BT30 6WT

**Phone** 02844 617184

**Email** [contact@mainstaydrp.org](mailto:contact@mainstaydrp.org)

**Website** [www.mainstaydrp.org](http://www.mainstaydrp.org)

## Activities

**Purposes:** The Company's objects are: (a) The provision of residential accommodation, medical and nursing care for physically and mentally handicapped inhabitants of Northern Ireland

**What the charity does:** The advancement of citizenship or community development, The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage

**How the charity works:** Accommodation/housing, Advice/advocacy/information, Disability, Education/training

**Who the charity helps:** Carers, Learning disabilities, Men, Older people, Parents, Physical disabilities, Sensory disabilities, Tenants, Women

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£5,927,649	£5,795,796	£-364,148	128

## Trustees

Name	Role	Appointed
Eoin Gorman		
Mary Mccargo		
Miss Jayne Caven		
Miss Sarah Maybin		
Mr Cyril Mckinney		
Mr Niall Farrell		
Mr Philip Todd		
Mrs Rosemary Gorman		
Paddy Moore		

**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Accounts

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## MAINSTAY DRP

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
<b>Income and endowments from:</b>							
Charitable activities	3	5,352,750	520,549	5,873,299	4,526,091	584,988	5,111,079
Investments	4	54,100	-	54,100	24,490	-	24,490
Other income	5	250	-	250	-	-	-
<b>Total income</b>		<u>5,407,100</u>	<u>520,549</u>	<u>5,927,649</u>	<u>4,550,581</u>	<u>584,988</u>	<u>5,135,569</u>
<b>Expenditure on:</b>							
Charitable activities	6	5,275,247	520,549	5,795,796	4,145,829	581,748	4,727,577
<b>Total expenditure</b>		<u>5,275,247</u>	<u>520,549</u>	<u>5,795,796</u>	<u>4,145,829</u>	<u>581,748</u>	<u>4,727,577</u>
<b>Net income</b>		<u>131,853</u>	<u>-</u>	<u>131,853</u>	<u>404,752</u>	<u>3,240</u>	<u>407,992</u>
Transfers between funds		-	-	-	4,200	(4,200)	-
<b>Net movement in funds</b>	8	<u>131,853</u>	<u>-</u>	<u>131,853</u>	<u>408,952</u>	<u>(960)</u>	<u>407,992</u>
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2024		<u>1,748,705</u>	<u>-</u>	<u>1,748,705</u>	<u>1,339,753</u>	<u>960</u>	<u>1,340,713</u>
<b>Fund balances at 31 March 2025</b>		<u><u>1,880,558</u></u>	<u><u>-</u></u>	<u><u>1,880,558</u></u>	<u><u>1,748,705</u></u>	<u><u>-</u></u>	<u><u>1,748,705</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

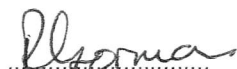
# MAINSTAY DRP

## BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025		2024	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		40,672		12,277
<b>Current assets</b>					
Stocks	13	2,565		2,818	
Debtors	14	309,100		667,360	
Cash at bank and in hand		1,892,369		1,385,063	
		<u>2,204,034</u>		<u>2,055,241</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(364,148)</u>		<u>(318,813)</u>	
<b>Net current assets</b>			1,839,886		1,736,428
<b>Total assets less current liabilities</b>			<u>1,880,558</u>		<u>1,748,705</u>
<b>The funds of the charity</b>					
Unrestricted funds	19		1,880,558		1,748,705
			<u>1,880,558</u>		<u>1,748,705</u>

The financial statements were approved by the trustees on 24/11/25



Mrs R Gorman (Chair)  
Trustee

Company registration number NI024793 (Northern Ireland)

## MAINSTAY DRP

### STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2025

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	Notes	2025 £	£	2024 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	23		490,188		241,072
<b>Investing activities</b>					
Purchase of tangible fixed assets		(37,232)		-	
Proceeds from disposal of tangible fixed assets		250		-	
Investment income received		54,100		24,490	
<b>Net cash generated from investing activities</b>			17,118		24,490
<b>Net cash generated from financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			507,306		265,562
Cash and cash equivalents at beginning of year			1,385,063		1,119,501
<b>Cash and cash equivalents at end of year</b>			1,892,369		1,385,063

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# MAINSTAY DRP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

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### 1 Accounting policies

#### Charity information

Mainstay DRP is a private company limited by guarantee incorporated in Northern Ireland. The registered office is 2 Cumulus Heights, Ballyvange, Downpatrick, Co Down, BT30 6WT.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies (Continued)

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% per annum straight line
Computers	20% per annum straight line
Motor vehicles	20% per annum straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# MAINSTAY DRP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2025

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#### 1 Accounting policies (Continued)

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

#### 1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

#### 1.14 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities incorporating Income and Expenditure Account on a straight line basis over the lease term.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### Key sources of estimation uncertainty

##### Fixed assets

The annual depreciation charge on fixed assets depends primarily on the estimated lives of each type of asset and estimates of residual values. The directors regularly review these asset lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset lives can have a significant impact on depreciation and amortisation charges for the period. Detail of the useful lives is included in the accounting policies.

##### Debtors

Short term debtors are measured at transaction price, less any impairment. Impairment of such debtors involves some estimation uncertainty.

##### Restricted and unrestricted funds

Judgements are made in relation to allocation of income and expenditure to restricted and unrestricted funds. The directors consider it appropriate to allocate these funds based on interpretation of donations received.

#### 3 Income from charitable activities

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Services provided under contract	5,153,827	520,549	5,674,376	4,475,191	578,508	5,053,699
Other income	210,291	-	210,291	65,055	6,480	71,535
Less: deferred income	(11,368)	-	(11,368)	(14,155)	-	(14,155)
	<u>5,352,750</u>	<u>520,549</u>	<u>5,873,299</u>	<u>4,526,091</u>	<u>584,988</u>	<u>5,111,079</u>

#### 4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	<u>54,100</u>	<u>24,490</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

#### 5 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Net gain on disposal of tangible fixed assets	250	-

#### 6 Expenditure on charitable activities

	Charitable activities 2025 £	Charitable activities 2024 £
<b>Direct costs</b>		
Staff costs	3,269,332	2,903,356
Depreciation and impairment	8,548	6,383
Light and heat	39,640	52,908
Rent and rates	313,245	294,218
Insurance	84,677	71,169
Telephone and IT	30,277	31,815
Consumables	135,674	117,037
Advertising	3,684	14,745
Repairs	95,623	94,828
Printing, postage and stationery	7,197	8,983
Vehicle expenses	11,774	8,542
Sundry	12,087	8,581
Staff training	35,198	40,008
Agency costs	537,606	590,402
	<u>4,584,562</u>	<u>4,242,975</u>
<b>Share of support and governance costs (see note 7)</b>		
Support	1,136,024	411,077
Governance	75,210	73,525
	<u>1,211,234</u>	<u>484,602</u>
	<u>5,795,796</u>	<u>4,727,577</u>
<b>Analysis by fund</b>		
Unrestricted funds	5,275,247	4,145,829
Restricted funds	520,549	581,748
	<u>5,795,796</u>	<u>4,727,577</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

#### 7 Support costs allocated to activities

	2025 £	2024 £
Staff costs	375,026	331,767
Depreciation	289	357
Light & heat	3,535	6,643
Rent & rates	16,776	15,576
Insurance	558	663
Telephone	5,253	3,820
Computer expenses	20,985	12,948
Advertising	16,301	11,161
Repairs	18,258	10,830
Printing, postage & stationery	6,199	10,827
Donation to Mainstay DRM Ltd	650,000	-
Sundry expenses	22,844	6,485
Governance costs	75,210	73,525
	<u>1,211,234</u>	<u>484,602</u>
<b>Analysed between:</b>		
Charitable activities	<u>1,211,234</u>	<u>484,602</u>

Governance costs includes payments to the auditors of £7,400 (2024: £8,100) for audit fees.

#### 8 Net movement in funds

	2025 £	2024 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	7,400	8,100
Depreciation of owned tangible fixed assets	8,837	6,740
Profit on disposal of tangible fixed assets	(250)	-
	<u>16,987</u>	<u>14,840</u>

#### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

#### 10 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Residential and daycare staff	113	104
Administration and support	9	10
Total	<u>122</u>	<u>114</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

#### 10 Employees (Continued)

Employment costs	2025 £	2024 £
Wages and salaries	3,256,743	2,892,845
Social security costs	294,839	263,438
Other pension costs	92,776	78,840
	<u>3,644,358</u>	<u>3,235,123</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2025 Number	2024 Number
£60,001 to £70,000	<u>2</u>	<u>1</u>

#### Remuneration of key management personnel

The total amount of employee benefits received by key management personnel is £522,091. The charity considers its key management personnel to comprise of the Chief Executive Officer and the service managers.

#### 11 Taxation

The charity is exempt from income tax and capital gains tax to the extent that its income and gains are applied for charitable purposes. No tax charge has arisen in the year.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

12 Tangible fixed assets	Fixtures and fittings £	Computers £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 April 2024	75,886	11,069	40,436	127,391
Additions	2,316	-	34,916	37,232
Disposals	-	(11,069)	(15,149)	(26,218)
At 31 March 2025	<u>78,202</u>	<u>-</u>	<u>60,203</u>	<u>138,405</u>
<b>Depreciation and impairment</b>				
At 1 April 2024	64,901	9,777	40,436	115,114
Depreciation charged in the year	4,190	1,292	3,355	8,837
Eliminated in respect of disposals	-	(11,069)	(15,149)	(26,218)
At 31 March 2025	<u>69,091</u>	<u>-</u>	<u>28,642</u>	<u>97,733</u>
<b>Carrying amount</b>				
At 31 March 2025	<u>9,111</u>	<u>-</u>	<u>31,561</u>	<u>40,672</u>
At 31 March 2024	<u>10,985</u>	<u>1,292</u>	<u>-</u>	<u>12,277</u>
13 Stocks			<b>2025</b> £	<b>2024</b> £
Finished goods and goods for resale			<u>2,565</u>	<u>2,818</u>
14 Debtors			<b>2025</b> £	<b>2024</b> £
<b>Amounts falling due within one year:</b>				
Trade debtors			165,331	614,932
Other debtors			8,338	4,453
Prepayments and accrued income			135,431	47,975
			<u>309,100</u>	<u>667,360</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

#### 15 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Other taxation and social security		73,298	79,659
Deferred income	16	12,808	14,155
Trade creditors		129,853	63,577
Other creditors		23,579	17,860
Accruals		124,610	143,562
		<u>364,148</u>	<u>318,813</u>

#### 16 Deferred income

	2025 £	2024 £
Other deferred income	<u>12,808</u>	<u>14,155</u>

Deferred income is included in the financial statements as follows:

	2025 £	2024 £
Deferred income is included within:		
Current liabilities	<u>12,808</u>	<u>14,155</u>
Movements in the year:		
Deferred income at 1 April 2024	14,155	-
Released from previous periods	(14,155)	-
Resources deferred in the year	<u>12,808</u>	<u>14,155</u>
Deferred income at 31 March 2025	<u>12,808</u>	<u>14,155</u>

#### 17 Retirement benefit schemes

	2025 £	2024 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>92,776</u>	<u>78,840</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

#### 18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Supporting People	-	520,549	(520,549)	-	-
<b>Previous year:</b>	<b>At 1 April 2023 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>At 31 March 2024 £</b>
Supporting People	-	578,508	(578,508)	-	-
The Community Foundation	960	-	-	(960)	-
Northern Ireland Social Care Council	-	6,480	(3,240)	(3,240)	-
	960	584,988	(581,748)	(4,200)	-

#### Explanatory notes to the funds

##### **Supporting people**

The restricted funds for Supporting People relate to income provided to support clients to live independently in supported housing facilities. For 2024/25 financial year the fund was in deficit of £59,902. This was covered by Mainstay DRP unrestricted funds.

##### **The Community Foundation**

The restricted funds for the Community Foundation related to funds received to provide the 'Give My Head Space Project'. This project provided a bespoke 8 month programme to 15 carers. The programme provided carers with the tools to improve their physical, mental health and wellbeing, together with a learning space to improve their technology skills allowing them to link into or access further advice and support.

##### **Northern Ireland Social Care Council**

The restricted funds from NISCC related to training grants for care staff to achieve Level 2 & 5 Diplomas in Health & Social Care.

##### **Transfers**

There were no transfers in the year. In the prior year, there were transfers of £4,200 from restricted funds to unrestricted funds. £3,840 of this related to expenditure that was misallocated to unrestricted funds in a previous year. The remainder of £360 related to additional income that The Community Fund were not requesting back, therefore resulting in a transfer to unrestricted.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2025

#### 19 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
General funds	1,748,705	5,407,100	(5,275,247)	-	1,880,558
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
General funds	1,339,753	4,550,581	(4,145,829)	4,200	1,748,705
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

#### 20 Financial commitments, guarantees and contingent liabilities

The charity has granted a floating charge over all its undertakings and its assets as security in relation to the bank borrowings of a related party, Mainstay DRM Ltd. The total bank borrowings of Mainstay DRM Ltd at the balance sheet date were £595,004.

A portion of capital grants received may become repayable if the company fails to comply with the terms of the letters of offer.

#### 21 Operating lease commitments

##### Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	14,631	15,596
Between two and five years	9,760	14,172
	<u>          </u>	<u>          </u>
	24,391	29,768
	<u>          </u>	<u>          </u>

#### 22 Related party transactions

The company has a common board of trustees and works closely with Mainstay DRM Ltd which shares the charity's passion for providing accommodation and care and support to people who have a learning disability and their families.

As at 31 March 2025 a balance of £1,513 is owed to Mainstay DRM Ltd (2024 - £753 owed from Mainstay DRM Ltd). During the year the charity rented a number of properties from Mainstay DRM Ltd for £245,352 (2024 - £227,904) and Mainstay DRM Ltd also received service charge income of £10,524 (2024 - £11,196) from Mainstay DRP. During the year, the charity made a donation of £650,000 to Mainstay DRM Ltd.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

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23	Cash generated from operations	2025 £	2024 £
	Surplus for the year	131,853	407,992
	<b>Adjustments for:</b>		
	Investment income recognised in statement of financial activities	(54,100)	(24,490)
	Gain on disposal of tangible fixed assets	(250)	-
	Depreciation and impairment of tangible fixed assets	8,837	6,740
	<b>Movements in working capital:</b>		
	Decrease/(increase) in stocks	253	(115)
	Decrease/(increase) in debtors	358,260	(249,005)
	Increase in creditors	46,682	85,795
	(Decrease)/increase in deferred income	(1,347)	14,155
	<b>Cash generated from operations</b>	<u>490,188</u>	<u>241,072</u>

#### 24 Analysis of changes in net funds

The charity had no material debt during the year.

**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Accounts

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## MAINSTAY DRP

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
	Notes						
<b>Income and endowments from:</b>							
Donations and legacies	3	-	-	-	74,055	-	74,055
Charitable activities	4	4,526,091	584,988	5,111,079	4,122,657	490,473	4,613,130
Investments	5	24,490	-	24,490	4,600	-	4,600
Other income	6	-	-	-	6,000	-	6,000
<b>Total income</b>		<u>4,550,581</u>	<u>584,988</u>	<u>5,135,569</u>	<u>4,207,312</u>	<u>490,473</u>	<u>4,697,785</u>
<b>Expenditure on:</b>							
Charitable activities	7	4,145,829	581,748	4,727,577	3,775,665	489,513	4,265,178
<b>Total expenditure</b>		<u>4,145,829</u>	<u>581,748</u>	<u>4,727,577</u>	<u>3,775,665</u>	<u>489,513</u>	<u>4,265,178</u>
<b>Net income</b>		404,752	3,240	407,992	431,647	960	432,607
Transfers between funds		4,200	(4,200)	-	-	-	-
<b>Net movement in funds</b>	9	408,952	(960)	407,992	431,647	960	432,607
<b>Reconciliation of funds:</b>							
Fund balances at 1 April 2023		1,339,753	960	1,340,713	908,106	-	908,106
<b>Fund balances at 31 March 2024</b>		<u>1,748,705</u>	<u>-</u>	<u>1,748,705</u>	<u>1,339,753</u>	<u>960</u>	<u>1,340,713</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# MAINSTAY DRP

## BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		12,277		19,017
<b>Current assets</b>					
Stocks	14	2,818		2,703	
Debtors	15	667,361		418,355	
Cash at bank and in hand		1,385,063		1,119,501	
		<u>2,055,242</u>		<u>1,540,559</u>	
<b>Creditors: amounts falling due within one year</b>	16	<u>(318,814)</u>		<u>(218,863)</u>	
<b>Net current assets</b>			<u>1,736,428</u>		<u>1,321,696</u>
<b>Total assets less current liabilities</b>			<u>1,748,705</u>		<u>1,340,713</u>
<b>Net assets excluding pension liability</b>			<u>1,748,705</u>		<u>1,340,713</u>
			<u>=====</u>		<u>=====</u>
<b>The funds of the charity</b>					
Restricted income funds	18		-		960
Unrestricted funds			<u>1,748,705</u>		<u>1,339,753</u>
			<u>1,748,705</u>		<u>1,340,713</u>
			<u>=====</u>		<u>=====</u>

The financial statements were approved by the trustees on 26 October 2024



Dr P Moore  
Trustee

Company registration number NI024793 (Northern Ireland)

## MAINSTAY DRP

### STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2024

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	Notes	2024 £	£	2023 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	24		241,072		214,259
<b>Investing activities</b>					
Purchase of tangible fixed assets		-		(11,553)	
Proceeds from disposal of tangible fixed assets		-		6,000	
Investment income received		24,490		4,600	
<b>Net cash generated from/(used in) investing activities</b>			24,490		(953)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			265,562		213,306
Cash and cash equivalents at beginning of year			1,119,501		906,195
<b>Cash and cash equivalents at end of year</b>			<u>1,385,063</u>		<u>1,119,501</u>

# MAINSTAY DRP

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

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### 1 Accounting policies

#### Charity information

Mainstay DRP is a private company limited by guarantee incorporated in Northern Ireland. The registered office is 2 Cumulus Heights, Ballyvange, Downpatrick, Co Down, BT30 6WT.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

# MAINSTAY DRP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies (Continued)

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% per annum straight line
Computers	20% per annum straight line
Motor vehicles	20% per annum straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

##### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

##### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2024

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#### 1 Accounting policies (Continued)

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

#### 1.13 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities incorporating Income and Expenditure Account on a straight line basis over the lease term.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

#### 2 Critical accounting estimates and judgements (Continued)

##### Key sources of estimation uncertainty

##### Fixed assets

The annual depreciation charge on fixed assets depends primarily on the estimated lives of each type of asset and estimates of residual values. The directors regularly review these asset lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset lives can have a significant impact on depreciation and amortisation charges for the period. Detail of the useful lives is included in the accounting policies.

##### Debtors

Short term debtors are measured at transaction price, less any impairment. Impairment of such debtors involves some estimation uncertainty.

##### Restricted and unrestricted funds

Judgements are made in relation to allocation of income and expenditure to restricted and unrestricted funds. The directors consider it appropriate to allocate these funds based on interpretation of donations received.

#### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Grants	-	74,055

#### 4 Income from charitable activities

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Services provided under contract	4,461,036	578,508	5,039,544	3,981,038	453,946	4,434,984
Other income	65,055	6,480	71,535	141,619	36,527	178,146
	<u>4,526,091</u>	<u>584,988</u>	<u>5,111,079</u>	<u>4,122,657</u>	<u>490,473</u>	<u>4,613,130</u>

#### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	24,490	4,600

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

#### 6 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Net gain on disposal of tangible fixed assets	-	6,000

#### 7 Expenditure on charitable activities

	Charitable activities 2024 £	Charitable activities 2023 £
<b>Direct costs</b>		
Staff costs	2,903,356	2,823,213
Depreciation and impairment	6,383	9,528
Light & heat	52,908	42,355
Rent & rates	294,218	290,548
Insurance	71,169	60,465
Telephone & IT	31,815	25,803
Consumables	117,037	121,370
Advertising	14,745	23,415
Repairs	94,828	99,829
Printing, postage & stationery	8,983	11,478
Vehicle expenses	8,542	14,619
Sundry expenses	8,581	11,440
Staff training	40,008	90,997
Bad debts	-	23,735
Agency costs	590,402	75,517
	<u>4,242,975</u>	<u>3,724,312</u>
<b>Share of support and governance costs (see note 8)</b>		
Support	411,077	415,409
Governance	73,525	125,457
	<u>4,727,577</u>	<u>4,265,178</u>
<b>Analysis by fund</b>		
Unrestricted funds	4,145,829	3,775,665
Restricted funds	581,748	489,513
	<u>4,727,577</u>	<u>4,265,178</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

#### 8 Support costs allocated to activities

	2024	2023
	£	£
Staff costs	331,767	288,908
Depreciation	357	530
Light & heat	6,643	5,354
Rent & rates	15,576	15,576
Insurance	663	7,556
Telephone	3,820	8,247
Computer expenses	12,948	15,863
Advertising	11,161	28,548
Repairs	10,830	10,071
Printing, postage & stationery	10,827	10,662
Sundry expenses	6,485	24,094
Governance costs	73,525	125,457
	<u>484,602</u>	<u>540,866</u>
<b>Analysed between:</b>		
Charitable activities	<u>484,602</u>	<u>540,866</u>

Governance costs includes payments to the auditors of £8,100 (2023: £8,100) for audit fees.

#### 9 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	8,100	8,100
Depreciation of owned tangible fixed assets	6,740	10,058
Loss/(profit) on disposal of tangible fixed assets	-	(6,000)
	<u>14,840</u>	<u>12,158</u>

#### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

#### 11 Employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Residential and daycare staff	104	112
Administration and support	10	9
Total	<u>114</u>	<u>121</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2024

#### 11 Employees (Continued)

Employment costs	2024 £	2023 £
Wages and salaries	2,892,845	2,790,389
Social security costs	263,438	257,329
Other pension costs	78,840	64,403
	<u>3,235,123</u>	<u>3,112,121</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2024 Number	2023 Number
£60,001 to £70,000	<u>1</u>	<u>1</u>

#### Remuneration of key management personnel

The total amount of employee benefits received by key management personnel is £406,257. The charity considers its key management personnel to comprise of the Chief Executive Officer and the service managers.

#### 12 Taxation

The charity is exempt from income tax and capital gains tax to the extent that its income and gains are applied for charitable purposes. No tax charge has arisen in the year.

#### 13 Tangible fixed assets

	Fixtures and fittings £	Computers £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 April 2023	76,486	11,069	40,436	127,991
Disposals	(599)	-	-	(599)
At 31 March 2024	<u>75,887</u>	<u>11,069</u>	<u>40,436</u>	<u>127,392</u>
<b>Depreciation and impairment</b>				
At 1 April 2023	60,701	7,837	40,436	108,974
Depreciation charged in the year	4,800	1,940	-	6,740
Eliminated in respect of disposals	(599)	-	-	(599)
At 31 March 2024	<u>64,902</u>	<u>9,777</u>	<u>40,436</u>	<u>115,115</u>
<b>Carrying amount</b>				
At 31 March 2024	<u>10,985</u>	<u>1,292</u>	<u>-</u>	<u>12,277</u>
At 31 March 2023	<u>15,785</u>	<u>3,232</u>	<u>-</u>	<u>19,017</u>

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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<b>14 Stocks</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Finished goods and goods for resale	2,818	2,703
	<u>          </u>	<u>          </u>
<b>15 Debtors</b>	<b>2024</b>	<b>2023</b>
<b>Amounts falling due within one year:</b>	<b>£</b>	<b>£</b>
Trade debtors	614,933	320,077
Other debtors	4,453	5,215
Prepayments and accrued income	47,975	93,063
	<u>          </u>	<u>          </u>
	667,361	418,355
	<u>          </u>	<u>          </u>
<b>16 Creditors: amounts falling due within one year</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Other taxation and social security	79,659	51,385
Trade creditors	63,577	59,747
Other creditors	17,860	14,840
Accruals and deferred income	157,718	92,891
	<u>          </u>	<u>          </u>
	318,814	218,863
	<u>          </u>	<u>          </u>
<b>17 Retirement benefit schemes</b>	<b>2024</b>	<b>2023</b>
<b>Defined contribution schemes</b>	<b>£</b>	<b>£</b>
Charge to profit or loss in respect of defined contribution schemes	78,840	64,403
	<u>          </u>	<u>          </u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2024

#### 18 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Supporting People	-	578,508	(578,508)	-	-
The Community Foundation	960	-	-	(960)	-
Northern Ireland Social Care Council	-	6,480	(3,240)	(3,240)	-
	<u>960</u>	<u>584,988</u>	<u>(581,748)</u>	<u>(4,200)</u>	<u>-</u>
<b>Previous year:</b>	<b>At 1 April 2022 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers £</b>	<b>At 31 March 2023 £</b>
Supporting People	-	453,946	(453,946)	-	-
The Community Foundation	-	29,887	(28,927)	-	960
Northern Ireland Social Care Council	-	6,640	(6,640)	-	-
	<u>-</u>	<u>490,473</u>	<u>(489,513)</u>	<u>-</u>	<u>960</u>

#### Explanatory notes to the funds

##### **Supporting people**

The restricted funds for Supporting People relate to income provided to support clients to live independently in supported housing facilities. For 2023/24 financial year the fund was in deficit of £60,566 this was covered by Mainstay DRP unrestricted funds.

##### **The Community Foundation**

The restricted funds for the Community Foundation relate to funds received to provide the 'Give My Head Space Project,' This project provided a bespoke 8 month programme to 15 carers. The programme provided carers with the tools to improve their physical, mental health and wellbeing, together with a learning space to improve their technology skills allowing them to link into or access further advice and support.

##### **Northern Ireland Social Care Council**

The restricted funds from NISCC relates to training grants for care staff to achieve Level 2 & 5 Diplomas in Health & Social Care.

##### **Transfers**

During the year, there were transfers of £4,200 from restricted funds to unrestricted funds. £3,840 of this relates to expenditure that was misallocated to unrestricted funds in a previous year. The remainder of £360, relates to additional income that The Community Fund are not requesting back, therefore resulting in a transfer to unrestricted.



## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2024

#### 22 Operating lease commitments

##### Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	15,596	23,089
Between two and five years	14,172	14,262
	<u>29,768</u>	<u>37,351</u>

#### 23 Related party transactions

The company has a common board of trustees and works closely with Mainstay DRM Ltd which shares the charity's passion for providing accommodation and care and support to people who have a learning disability and their families.

As at 31 March 2024 a balance of £753 is owed from Mainstay DRM Ltd (2023 - £1,382 owed to Mainstay DRM Ltd). During the year the company rented a number of properties from Mainstay DRM Ltd for £227,904 (2023: £219,966). During the year Mainstay DRM Ltd also received service charge income of £11,196 (2023: £8,391) from Mainstay DRP.

#### 24 Cash generated from operations

	2024	2023
	£	£
Surplus for the year	407,992	432,607
Adjustments for:		
Investment income recognised in statement of financial activities	(24,490)	(4,600)
Gain on disposal of tangible fixed assets	-	(6,000)
Depreciation and impairment of tangible fixed assets	6,740	10,058
Movements in working capital:		
(Increase) in stocks	(115)	(2,703)
(Increase) in debtors	(249,006)	(178,184)
Increase/(decrease) in creditors	99,951	(36,919)
<b>Cash generated from operations</b>	<u>241,072</u>	<u>214,259</u>

#### 25 Analysis of changes in net funds

The charity had no material debt during the year.

**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Annual report

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## **MAINSTAY DRP**

### **TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31 MARCH 2024**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

#### **Mission, Vision, and Values**

##### **Our Vision**

For any individual with a profound and multiple learning disability to lead a happy, healthy fulfilled life of independence within their local community. All whilst being given choice and support, enabling them to live their best life possible.

##### **Our Mission**

To co-produce a standard of care lead by the individuals we support in an inclusive meaningful manner, no matter the complexity of their needs, within a community of opportunity.

##### **Our Values**

###### Inclusiveness in the Community

Mainstay have created strong connections with the local community over the 20+ years in service. The individuals we support have been able to gain new skills and widen their interests. Joining a club or attending an event can make such an impact on an individual's independence, confidence, and sense of inclusion.

###### A Person Centred Approach

Here at Mainstay, we focus on ability not disability. We want to help them to open doors for themselves, find new ways to enhance the lives of the people we support, all whilst pushing the boundaries of societal assumptions.

###### Promotion of Choice

We push the boundaries that society has assumed for the individuals in our care. We support them to make informed choices within their life. Enabling them to live a fulfilled life that is true to their wishes. All whilst keeping them safe.

###### Focus on Happiness

The happiness of the individuals we support will always remain a key value of Mainstay. Creating choice, enabling control, and co-producing a happy life allows individuals to lead a fulfilled life.

#### **Mainstay at a Glance**

##### **Our History**

Mainstay started in 1990 when a group of parents and carers of adults with learning disabilities and autism joined forces to create a local service that offered excellent care and support. We began as Down Residential Project, a small home for 9 service users. Over the years we have grown and adapted to meet the changing needs of our clients.

Today, Mainstay is a dynamic organisation with over 300 clients across various services in multiple locations in Downpatrick. Our dedicated team of 120, worked closely with the service users, forming one big Mainstay family.

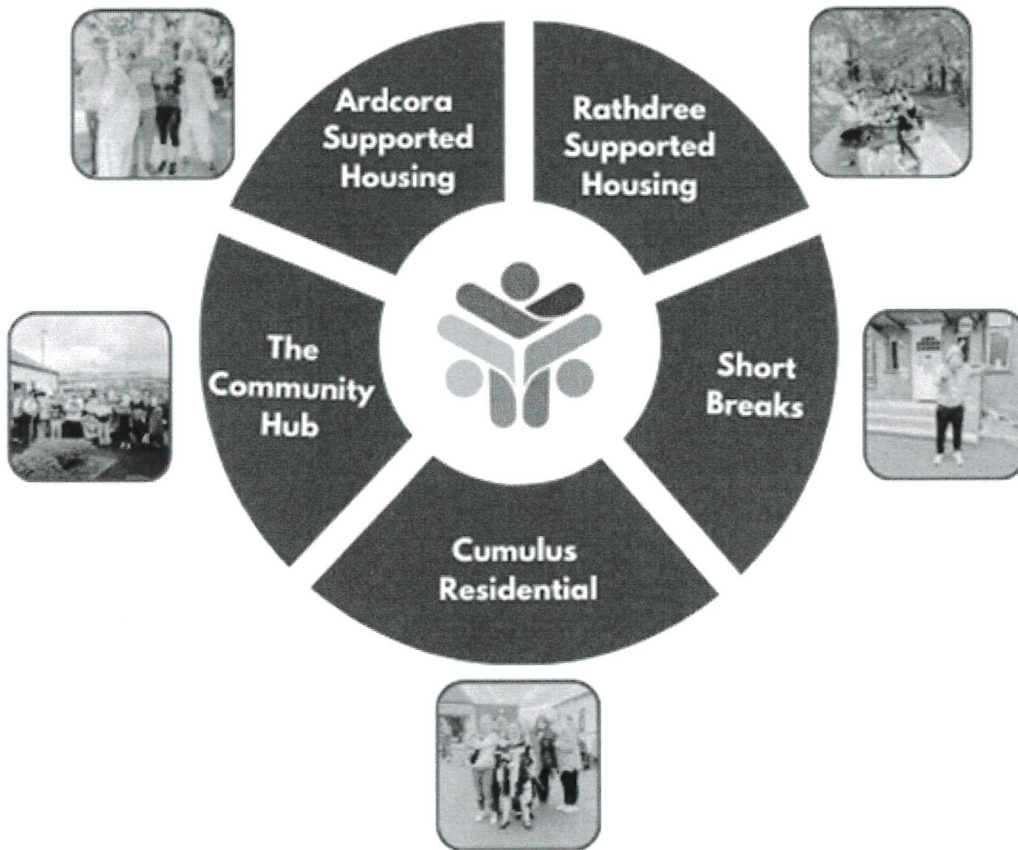
Our aim has always been to provide safe, effective and compassionate services for people of different abilities and their families. We aim to focus on outcomes and help clients see their possibilities rather than their disabilities. Together, we create a caring community of opportunity.

# MAINSTAY DRP

## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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### Our Services



### Significant Activities

#### Community Hub

In our community Hub, our clients were involved in a Bowel cancer screening and Breast cancer awareness Interactive talk – these sessions promoted health, wellbeing, fun. They were informative sessions that were facilitated by the Community Team and attended by 31 service users.

The service users also had a visit from the Local Fire Station staff during the year who delivered Fun Training Days, while educating everyone on keeping safe.

43 service users enjoyed the Country & Western week which was organised. They enjoyed dance classes, dressing up in cowboy hats & shirts and singing country songs with our music therapist Eugene.

COOL FM visited the Community Hub, and 50 service users & staff got ice cream from the famous Cool Fm Ice Cream, Truck and got to say hello to the famous Pete, Palo & Rebecca & show them around our beautiful building – some of us were also able to say hello on the radio. It was such an amazing visit which the service users really enjoyed and remember fondly.

## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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Our clients enjoyed a Valentines Disco held at Murphys Bar & Restaurant, hosted by the Community Club staff, attended by 63 service users.

In February 2024, The Community Club hosted an Open Mic Night, where many of our service users came along to hear 16 brave members, singing their favourite songs for the live audience.

In March 24 our clients were able to take part in "Stand up, Comedy Night". 16 service users took part and told funny stories through comedic performances in an attempt to get the audience laughing. This was a confidence building exercise and had positive & interactive feedback from the audience. These evenings provided a wonderful platform for open and relaxed communication between members & staff and promoted connections and a sense of community.

#### Community Club

During 2023, Mainstay DRP took on the running of the Downpatrick Sports Club – now known as the Community Club. This club has many members from the local learning disability community who meet on Thursday evenings to take part in fun activities. Members come from a mixture of community based and also our residential, support housing and short breaks facilities services.

#### Supported Housing

During Covid, unfortunately we were unable to take any of our clients away on holiday. However, we were delighted to be able to facilitate a number of holidays for Supported Housing clients this year to a range of locations including Disney Land Paris, England, South of Ireland and more locally; the North Coast.

#### Staff

We were delighted to launch our Team Building days during 2023 with groups taking a day off site to take part in various fun activities ranging from Escape Rooms, archery, zip lines and clay pigeon shooting. We were also pleased to launch our Team Development fund which financially supports staff members to undertake training/ qualifications not directly linked to their job role so they can gain new skills to help enhance our clients lives.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Financial review**

The results for year are set out in detail on pages 12-26. The charity had net incoming resources for the year of £407,992 (2023: £432,607). At the year end cash at bank and in hand was £1,385,063 (2023: £1,119,501).

At 31 March 2024, the total funds of the charity amounted to £1,748,705 (2023: £1,340,713) comprising of solely unrestricted funds.

Mainstay DRP receives contract funding from a range of statutory organisations including three of the Health & Social Care Trusts. Our Supported Living services also received funding from the Northern Ireland Housing Executive Supporting People Programme. We continue to operate in a challenging environment where costs are rising at unprecedented rates.

#### **Reserves policy**

The organisation has a reserves policy which ensures it has unrestricted funds (free reserves) not committed or invested in fixed assets to provide for 3-4 months operating expenditure to provide for uninterrupted services. Operational expenditure for a three-month period based on 2024 expenditure is £1.18 million. The Trustees have reviewed this policy and confirm that unrestricted reserves are sufficient to meet three-month expenditure. At the year end the charity had free reserves of £1,736,428 (2023: £1,320,736).

#### **Plans for future periods**

The charity is committed to the continued provision of current services subject to satisfactory funding arrangements.

The charity is also committed to continue to meet the requirements of a range of regulatory and legislative bodies including, Regulation and Quality Improvement Authority, Residential Care Homes Regulations, Health & Safety at Work Order (1978) and accompanying regulations 1999, Food Safety (Northern Ireland) Order 1991, and regulations 1995, and HTM 84 fire code regulations.

## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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#### Structure, governance and management

##### Governing document

The charity is governed by its Memorandum and Articles of Association and is established as a company limited by guarantee, as defined by the Companies Act 2006. The charity was incorporated on 12 September 1990 and registered as a charity with the Charity Commission for Northern Ireland on 4 July 2016. The organisation changed its name from Down Residential Project to Mainstay DRP in November 2010 to reflect the diversity of services it offers.

The charity is managed by a Senior Leadership Team, headed by the Chief Executive Officer, Mr Cyril McKinney, which operates within the authorities as delegated by the Trustees.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr P Moore

Ms J E M Caven

Mrs R Gorman (Chair)

Mrs M McCargo

Mr C McKinney

(Resigned 11 September 2023)

Mr P Todd

Mrs A Kerr (Vice Chair)

(Resigned 13 July 2023)

Mr J E Gorman

Mr N Farrell

(Appointed 11 May 2023)

Ms J Hynds

(Appointed 24 April 2024)

Mr W C Reid

(Appointed 18 May 2023 and resigned 19 September 2023)

##### Recruitment and appointment of new trustees

The governing body is the Board of Trustees whose members are also directors for the purposes of company law. Under the requirements of the Memorandum and Articles of Association the directors are elected by members of the Committee. The trustees have responsibility for ensuring that the charity is performing well, is solvent and complies with its obligations.

The Board comprises of a Chair and trustees with skills in Learning Disability services, Social Care, Health Care, Finance, Law, HR, and Planning and Business.

##### Organisational structure

The charity committee is made up of the trustees, who are directly responsible for the oversight of the day-to-day management of the charity. They meet on a monthly basis to review all aspects of the charity. The full committee delegates Finance & HR responsibilities to subgroups with expertise in these areas. Subgroups meet monthly and report to the full committee.

The committee is made up of both founder and more recent members with a shared vision, commitment, and passion for achieving the objectives of the organisation. Members come with a range of skills crucial to the management of the organisation.

## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2024

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#### Statement of trustees' responsibilities

The trustees, who are also the directors of Mainstay DRP for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that 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;
- 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

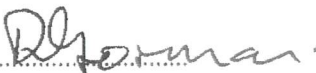
#### Auditor

In accordance with the company's articles, a resolution proposing that GMcG BELFAST be reappointed as auditor of the company will be put at a General Meeting.

#### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



Mrs R Gorman (Chair)

Trustee

Date: 26/11/24

**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Annual return

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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF MAINSTAY DRP

#### Opinion

We have audited the financial statements of Mainstay DRP (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including 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 31 March 2024 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 charity 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 charity'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.

## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

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

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' 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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

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Alfred House  
19 Alfred Street  
BELFAST BT2 8EQ  
DX3910 NR Belfast 50

Tel: +44 (0)28 9031 1113  
Fax: +44 (0)28 9031 0777

Century House  
40 Crescent Business Park  
LISBURN  
BT28 2GN

Tel: +44 (0)28 9260 7355  
Fax: +44 (0)28 9260 1656

17 Mandeville Street  
PORTADOWN  
Craigavon  
BT62 3PB

Tel: +44 (0)28 3833 2801  
Fax: +44 (0)28 3835 0293



## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

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#### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED)

#### TO THE MEMBERS OF MAINSTAY DRP

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing potential risks of material misstatement in respect of irregularities, including fraud and non-compliances with laws and regulations, we considered the following:

- . The nature of the industry and sector, control environment and business performance, including the company's remuneration policies for directors, bonus levels and performance targets, if any;
- . Results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- . Any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
  - Identifying, evaluating and complying with laws and regulations and whether they were aware of any instance of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
  - The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- . The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the company for fraud and identified the greatest potential for fraud in revenue recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the Companies Act 2006, and local tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the company's ability to operate or to avoid a material penalty.

## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

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#### Audit response to risks identified

Our procedures to respond to the risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with tax authorities; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. In addition, as with any audit, there remains a higher risk of non-detection of irregularities, as they may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

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**MAINSTAY DRP**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)  
TO THE MEMBERS OF MAINSTAY DRP**

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**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.



**Mr Nigel Moore FCA (Senior Statutory Auditor)  
for and on behalf of GMcG BELFAST**

26 November 2024

**Chartered Accountants  
Statutory Auditor**

Chartered Accountants & Statutory  
Auditor  
Alfred House  
19 Alfred Street  
Belfast  
BT2 8EQ

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**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Accounts

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## MAINSTAY DRP

### STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
<b><u>Income and endowments from:</u></b>							
Donations and legacies	3	74,055	-	74,055	149,639	-	149,639
Charitable activities	4	4,122,657	490,473	4,613,130	3,815,920	541,816	4,357,736
Investments	5	4,600	-	4,600	-	-	-
Other income	6	6,000	-	6,000	-	-	-
<b>Total income</b>		<b>4,207,312</b>	<b>490,473</b>	<b>4,697,785</b>	<b>3,965,559</b>	<b>541,816</b>	<b>4,507,375</b>
<b><u>Expenditure on:</u></b>							
Charitable activities	7	3,775,665	489,513	4,265,178	3,800,710	541,816	4,342,526
<b>Net income for the year/ Net movement in funds</b>		<b>431,647</b>	<b>960</b>	<b>432,607</b>	<b>164,849</b>	<b>-</b>	<b>164,849</b>
Fund balances at 1 April 2022		908,106	-	908,106	743,257	-	743,257
<b>Fund balances at 31 March 2023</b>		<b>1,339,753</b>	<b>960</b>	<b>1,340,713</b>	<b>908,106</b>	<b>-</b>	<b>908,106</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

MAINSTAY DRP

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	12		19,017		17,522
<b>Current assets</b>					
Stocks	13	2,703		-	
Debtors	14	418,355		240,171	
Cash at bank and in hand		1,119,501		906,195	
			1,540,559		1,146,366
<b>Creditors: amounts falling due within one year</b>	15	(218,863)		(255,782)	
Net current assets			1,321,696		890,584
<b>Total assets less current liabilities</b>			1,340,713		908,106
<b>Income funds</b>					
Restricted funds	16		960		-
Unrestricted funds			1,339,753		908,106
			1,340,713		908,106

The financial statements were approved by the Trustees on 22 November 2023



Dr P Moore  
Trustee

Company registration number NI024793

## MAINSTAY DRP

### STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

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	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	21		214,259		644,287
<b>Investing activities</b>					
Purchase of tangible fixed assets		(11,553)		(3,636)	
Proceeds from disposal of tangible fixed assets		6,000		-	
Investment income received		4,600		-	
<b>Net cash used in investing activities</b>			(953)		(3,636)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			213,306		640,651
Cash and cash equivalents at beginning of year			906,195		265,544
<b>Cash and cash equivalents at end of year</b>			<u>1,119,501</u>		<u>906,195</u>

# MAINSTAY DRP

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

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### 1 Accounting policies

#### Charity information

Mainstay DRP is a private company limited by guarantee incorporated in Northern Ireland. The registered office is 2 Cumulus Heights, Ballyvange, Downpatrick, Co Down, BT30 6WT.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum of Association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

## MAINSTAY DRP

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies (Continued)

##### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	20% per annum straight line
Computers	20% per annum straight line
Motor vehicles	20% per annum straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

##### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

##### 1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

##### 1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

## MAINSTAY DRP

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

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#### 1 Accounting policies (Continued)

##### ***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### ***Derecognition of financial liabilities***

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

#### 1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

#### 1.13 Operating leases

Rentals under operating leases are charged to the Statement of Financial Activities incorporating Income and Expenditure Account on a straight line basis over the lease term.

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**MAINSTAY DRP**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**2 Critical accounting estimates and judgements (Continued)**

**Key sources of estimation uncertainty**

**Fixed assets**

The annual depreciation charge on fixed assets depends primarily on the estimated lives of each type of asset and estimates of residual values. The directors regularly review these asset lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset lives can have a significant impact on depreciation and amortisation charges for the period. Detail of the useful lives is included in the accounting policies.

**Debtors**

Short term debtors are measured at transaction price, less any impairment. Impairment of such debtors involves some estimation uncertainty.

**Restricted and unrestricted funds**

Judgements are made in relation to allocation of income and expenditure to restricted and unrestricted funds. The directors consider it appropriate to allocate these funds based on interpretation of donations received.

**3 Donations and legacies**

Unrestricted funds	2023	2022
£	74,055	149,639

Grants

**4 Charitable activities**

Unrestricted funds	2023	2022
£	4,434,984	4,313,308

Services provided under contract  
 Other income

Unrestricted funds	2023	2022
£	4,122,657	3,815,920

**Analysis by fund**  
 Unrestricted funds  
 Restricted funds

Unrestricted funds	2023	2022
£	4,613,130	4,357,736

Unrestricted funds	2023	2022
£	490,473	541,816

MAINSTAY DRP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2023

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5 Investments

	Unrestricted funds	Total
	2023 £	2022 £
Interest receivable	4,600	-

6 Other income

	Unrestricted funds	Total
	2023 £	2022 £
Net gain on disposal of tangible fixed assets	6,000	-

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## MAINSTAY DRP

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

#### 7 Charitable activities

	Total 2023 £	Total 2022 £
Staff costs	2,823,213	2,876,934
Depreciation and impairment	9,528	15,366
Light & heat	42,355	35,806
Rent & rates	290,548	281,430
Insurance	60,465	60,248
Telephone & IT	25,803	18,852
Consumables	121,370	105,984
Advertising	23,415	1,186
Repairs	99,829	58,172
Printing, postage & stationery	11,478	7,205
Vehicle expenses	14,619	15,614
Sundry expenses	11,440	9,664
Staff training	90,997	30,129
Bad debts	23,735	13,960
Agency costs	75,517	-
	<u>3,724,312</u>	<u>3,530,550</u>
Share of support costs (see note 8)	415,409	691,302
Share of governance costs (see note 8)	125,457	120,674
	<u>4,265,178</u>	<u>4,342,526</u>
<b>Analysis by fund</b>		
Unrestricted funds	3,775,665	3,800,710
Restricted funds	489,513	541,816
	<u>4,265,178</u>	<u>4,342,526</u>

## MAINSTAY DRP

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

#### 8 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	288,908	-	288,908	305,279	-	305,279
Depreciation	531	-	531	855	-	855
Light & heat	5,354	-	5,354	2,589	-	2,589
Rent & rates	15,576	-	15,576	15,601	-	15,601
Insurance	7,556	-	7,556	3,172	-	3,172
Telephone	8,247	-	8,247	11,733	-	11,733
Computer expenses	15,863	-	15,863	17,549	-	17,549
Advertising	28,548	-	28,548	9,260	-	9,260
Repairs	10,071	-	10,071	10,985	-	10,985
Printing, postage & stationery	10,662	-	10,662	9,638	-	9,638
Donations	-	-	-	297,863	-	297,863
Sundry expenses	24,093	-	24,093	6,778	-	6,778
Audit fees	-	8,100	8,100	-	9,000	9,000
Legal & professional	-	117,357	117,357	-	111,674	111,674
	<u>415,409</u>	<u>125,457</u>	<u>540,866</u>	<u>691,302</u>	<u>120,674</u>	<u>811,976</u>
Analysed between						
Charitable activities	<u>415,409</u>	<u>125,457</u>	<u>540,866</u>	<u>691,302</u>	<u>120,674</u>	<u>811,976</u>

Governance costs includes payments to the auditors of £8,100 (2022- £9,000) for audit fees.

#### 9 Trustees

During the year, the charity paid £35,240 (2022 - £Nil) for accountancy services provided by a firm owned by a Trustee. There were no other transactions with trustees that are required to be disclosed.

#### 10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Residential and daycare staff	112	134
Administration and support	9	7
Total	<u>121</u>	<u>141</u>

## MAINSTAY DRP

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

#### 10 Employees (Continued)

Employment costs	2023 £	2022 £
Wages and salaries	2,790,389	2,877,656
Social security costs	257,329	240,581
Other pension costs	64,403	63,976
	<u>3,112,121</u>	<u>3,182,213</u>

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2023 Number	2022 Number
£60,001 to £70,000	-	1
£70,001 to £80,000	1	-
	<u>1</u>	<u>-</u>

#### 11 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

#### 12 Tangible fixed assets

	Fixtures and fittings £	Computers £	Motor vehicles £	Total £
<b>Cost</b>				
At 1 April 2022	96,442	11,069	51,686	159,197
Additions	11,553	-	-	11,553
Disposals	(31,509)	-	(11,250)	(42,759)
At 31 March 2023	<u>76,486</u>	<u>11,069</u>	<u>40,436</u>	<u>127,991</u>
<b>Depreciation and impairment</b>				
At 1 April 2022	85,247	5,898	50,530	141,675
Depreciation charged in the year	6,963	1,939	1,156	10,058
Eliminated in respect of disposals	(31,509)	-	(11,250)	(42,759)
At 31 March 2023	<u>60,701</u>	<u>7,837</u>	<u>40,436</u>	<u>108,974</u>
<b>Carrying amount</b>				
At 31 March 2023	<u>15,785</u>	<u>3,232</u>	<u>-</u>	<u>19,017</u>
At 31 March 2022	<u>11,195</u>	<u>5,171</u>	<u>1,156</u>	<u>17,522</u>

**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Annual report

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## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) FOR THE YEAR ENDED 31 MARCH 2023

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### Objectives and activities

#### Mission, Vision, and Values

##### Our Vision

For any individual with a profound and multiple learning disability to lead a happy, healthy fulfilled life of independence within their local community. All whilst being given choice and support, enabling them to live their best life possible.

##### Our Mission

To co-produce a standard of care lead by the individuals we support in an inclusive meaningful manner, no matter the complexity of their needs, within a community of opportunity.

##### Our Values

###### Inclusiveness in the Community

Mainstay have created strong connections with the local community over the 20+ years in service. The individuals we support have been able to gain new skills and widen their interests. Joining a club or attending an event can make such an impact on an individual's independence, confidence, and sense of inclusion.

###### A Person Centred Approach

Here at Mainstay, we focus on ability not disability. We want to help them to open doors for themselves, find new ways to enhance the lives of the people we support, all whilst pushing the boundaries of societal assumptions.

###### Promotion of Choice

We push the boundaries that society has assumed for the individuals in our care. We support them to make informed choices within their life. Enabling them to live a fulfilled life that is true to their wishes. All whilst keeping them safe.

###### Focus on Happiness

The happiness of the individuals we support will always remain a key value of Mainstay. Creating choice, enabling control, and co-producing a happy life allows individuals to lead a fulfilled life.

#### Mainstay at a Glance

##### Our History

Mainstay started in 1990 when a group of parents and carers of adults with learning disabilities and autism joined forces to create a local service that offered excellent care and support. We began as Down Residential Project, a small home for 9 service users. Over the years we have grown and adapted to meet the changing needs of our clients.

Today, Mainstay is a dynamic organisation with over 300 clients across various services in multiple locations in Downpatrick. Our dedicated team of 120, worked closely with the service users, forming one big Mainstay family.

Our aim has always been to provide safe, effective and compassionate services for people of different abilities and their families. We aim to focus on outcomes and help clients see their possibilities rather than their disabilities. Together, we create a caring community of opportunity.

# MAINSTAY DRP

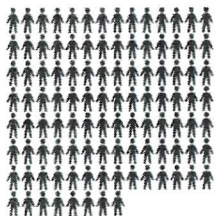
## TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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### Our Services



### Significant Activities



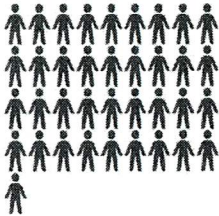
We have got a fantastic team of 106 employees at Mainstay, all fully trained based on NISCC recommendations. Our training includes a mix of inhouse sessions led by our qualified team members and training from the ARC organisation. We are committed to providing top-notch training for our valued team.

## MAINSTAY DRP

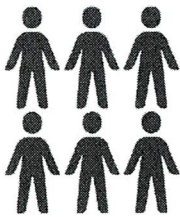
### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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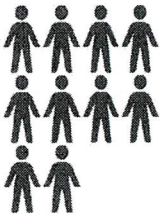
We have expanded our team by employing 37 talented individuals across our various services. Each of our new team members have successfully completed a comprehensive three-month induction period, ensuring they are fully equipped to excel in their roles. We are proud to have such a dedicated and skilled individual joining our organisation.



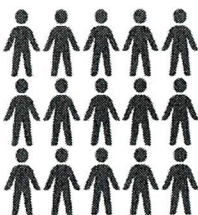
Out of these 37 incredible individuals, 6 of them have joined our esteemed management team. Each of these talented individuals bring their own unique flair to Mainstay, adding valuable expertise and leadership to our organisation. We are excited to see the positive impact they will make as they guide our team towards even greater success.



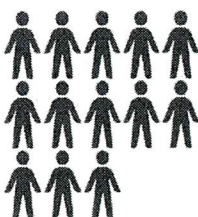
We had three of our team members nominated for awards within the sector, with one of them winning within their category. This is a truly fantastic achievement, both for the individual and for our organisation. We couldn't be prouder of their hard work and dedication. It's a testament to the incredible talent we have here at Mainstay.



This year, our senior management team embarked on an incredible Leadership and Management Program. Through personalised one-to-one sessions with the course tutor and engaging group sessions, our team had they perfect opportunity to grow and develop their leadership skills. We are proud to announce that 10 individuals successfully completed the course, showcasing their dedication and commitment to professional growth.



The Give My Head Space Programme has supported 15 family members. This incredible initiative focuses on enhancing physical and mental well-being while also helping family members sharpen their tech skills. It's all about creating a supportive and empowering space for everyone involved. Our goal for next year is to boost these numbers even higher. We noticed that holding the program during the winter impacted attendance, likely because of the darker evenings. We want to explore different timing options to make it more accessible to everyone.

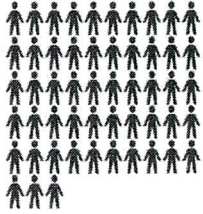


In the Community Hub, we had the pleasure of supporting 13 clients who attended Bingo during the evenings. It was amazing to see them develop essential social and numeracy skills while experiencing a great sense of achievement. It's truly rewarding to witness our client's growth and progress. For future programs, we'll make sure to select a day of the week that doesn't conflict with other activities our clients participate in. We want to ensure they can fully engage and enjoy our programs without any scheduling conflicts.

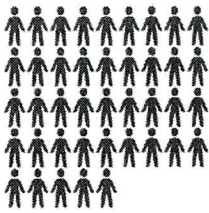
**MAINSTAY DRP**

**TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2023**

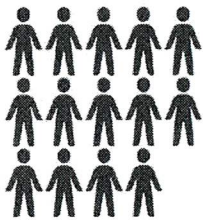
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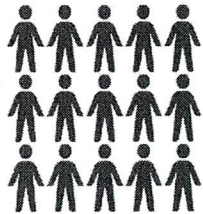
We had a fantastic turnout with 53 clients attending our Event Evenings. This is a true testament to the strong sense of community we have here at Mainstay. It was a wonderful opportunity to bring everyone together. Our clients even prepared delicious food using vegetables they grew in The Community Hub polytunnel. It was a perfect blend of teamwork, celebration and culinary delight.



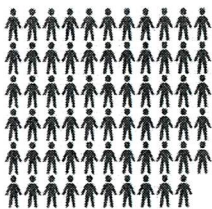
We had a fantastic turnout with 41 family members attending our Event Evenings. It was a special opportunity for them to witness the incredible work their loved ones had been putting in. It was truly heartwarming to see their support and appreciation. Our Event Evenings were a huge hit and will be back next year! They provided a wonderful platform for open and relaxed communication between team members and families. It's all about fostering connections and building a strong community.



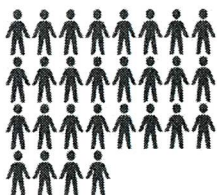
The My Wee Garden program was a huge success! We had a total of 14 clients who participated and gained valuable skills in horticulture. They learned so much, including a deeper appreciation for nature, improved social interactions, and a boost in self-confidence. Our participants also got hands-on experience with gardening techniques like seed sowing, cuttings, potting, and fruit tree planting. What made this program even more special was how we integrated it along with the cookery program and into our event evenings. Everyone was fully engaged and thrilled to see the amazing results of their hard work. It's incredible to think that the program initially started with just 6 participants and grew to 14.



"For Time to Talk" day, we organised a fantastic and engaging interactive discussion with the charity MyMy, for our clients. It provided them with a wonderful opportunity to openly express their thoughts and feelings, with a strong emphasis on the significance of how to effectively communicate thoughts and feelings. We had a total of 15 clients in attendance. What made this truly memorable was that during the event, our clients also learned valuable coping techniques to help them manage their mental health more effectively. It was truly a meaningful and empowering experience for everyone involved.



This year, we launched The Outcome Star, an evidence-based tool that empowers individuals to take charge of their lives. With the Independent Living Star, we already have 65 clients making incredible progress on their journey of change. Our new model has been a game-changer, and our clients are loving the exciting challenges it brings. All Mainstay team members are fully trained in the Outcome star. We have a dedicated Outcome Champion that works alongside our team and clients, ensuring that each client receives the right support that is individual to them. This has been working wonders across all our services.



We introduced an incredible course called "Money Matters". We're thrilled to share that we've already conducted 38 engaging workshops, benefiting 28 clients. This comprehensive course is designed with three levels, allowing clients of all abilities to progress and thrive on their financial journey. Our classes are thoughtfully held in both group settings and one-on-one sessions, ensuring that we cater to the unique needs of each client.

## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2023

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The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### Financial review

The results for year are set out in detail on pages 14-27. The charity had net incoming resources for the year of £432,607 (2022: £164,849). At the year end cash at bank and in hand was £1,119,501 (2022: £906,195).

At 31 March 2023, the total funds of the charity amounted to £1,340,713 (2022 - £908,106) comprising of restricted funds of £960 and unrestricted funds of £1,339,753.

Mainstay DRP receives contract funding from a range of statutory organisations including three of the Health & Social Care Trusts. Our Supported Living services also received funding from the Northern Ireland Housing Executive Supporting People Programme. We continue to operate in a challenging environment where costs are rising at unprecedented rates.

#### Reserves policy

The organisation has a reserves policy which ensures it has unrestricted funds (free reserves) not committed or invested in fixed assets to provide for 3 months operating expenditure to provide for uninterrupted services. Operational expenditure for a three-month period was expected to be £1 million. The Trustees have reviewed this policy and confirm that unrestricted reserves are sufficient to meet three-month expenditure. At the year end the charity had free reserves of £1,320,736 (2022: £890,584).

#### Plans for future periods

The charity is committed to the continued provision of current services subject to satisfactory funding arrangements.

The charity is also committed to continue to meet the requirements of a range of regulatory and legislative bodies including, Regulation and Quality Improvement Authority, Residential Care Homes Regulations, Health & Safety at Work Order (1978) and accompanying regulations 1999, Food Safety (Northern Ireland) Order 1991, and regulations 1995, and HTM 84 fire code regulations.

#### Structure, governance and management

##### Governing document

The charity is governed by its Memorandum and Articles of Association and is established as a company limited by guarantee, as defined by the Companies Act 2006. The charity was incorporated on 12 September 1990 and registered as a charity with the Charity Commission for Northern Ireland on 4 July 2016. The organisation changed its name from Down Residential Project to Mainstay DRP in November 2010 to reflect the diversity of services it offers.

The charity is managed by a Senior Leadership Team, headed by the Chief Executive Officer, which operates within the authorities as delegated by the Trustees. The Chief Executive Officer was Ms P Quigley during the year. Following the year end Ms P Quigley left her role and on 11 September 2023 Mr C McKinney took on the position of Chief Executive Officer on an interim basis.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr P Moore	
Ms J E M Caven	(Appointed 4 November 2022)
Mrs R Gorman	(Appointed 2 November 2022)
Mrs M McCargo	
Mr C McKinney	(Resigned 11 September 2023)
Mr P Todd	(Appointed 2 November 2022)
Ms A T Kerr	(Resigned 13 July 2023)
Ms R M McNamee Walsh	(Resigned 13 March 2023)
Mr J E Gorman	
Mr N Farrell	(Appointed 11 May 2023)

## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2023

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##### **Recruitment and appointment of new trustees**

The governing body is the Board of Trustees whose members are also directors for the purposes of company law. Under the requirements of the Memorandum and Articles of Association the directors are elected by members of the Committee. The trustees have responsibility for ensuring that the charity is performing well, is solvent and complies with its obligations.

The Board comprises of a Chair and trustees with skills in Learning Disability services, Social Care, Health Care, Finance, Law, HR, and Planning and Business.

##### **Organisational structure**

The charity committee is made up of the trustees, who are directly responsible for the oversight of the day-to-day management of the charity. They meet on a monthly basis to review all aspects of the charity. The full committee delegates Finance & HR responsibilities to subgroups with expertise in these areas. Subgroups meet monthly and report to the full committee.

##### Charity Committee members:

Mrs R Gorman (Chair)	
Dr P Moore	
Mrs A Kerr (Vice Chair)	(Resigned 11 September 2023)
Mr J E Gorman	
Ms J E M Caven	
Mrs H Hurley	(Resigned 21 November 2022)
Mrs M McCargo	
Mrs R McNamee Walsh	(Resigned 13 March 2023)
Mr J McMullan	(Resigned 22 August 2022)
Mr C McKinney	(Resigned 13 July 2023)
Mr M Morrissey	(Resigned 27 February 2023)
Mr P Todd	
Mr N Farrell	(Appointed 18 May 2023)
Mr W Cordner Reid	(Appointed 18 May 2023 & Resigned 19 September 2023)
Mr D O'Donoghue (Secretary)	

The committee is made up of both founder and more recent members with a shared vision, commitment, and passion for achieving the objectives of the organisation. Members come with a range of skills crucial to the management of the organisation.

## MAINSTAY DRP

### TRUSTEES' REPORT (INCLUDING DIRECTOR'S REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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#### Statement of trustees' responsibilities

The trustees, who are also the directors of Mainstay DRP for the purpose of company law, are responsible for preparing the Trustees' 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that 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;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

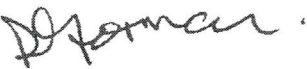
#### Auditor

In accordance with the company's articles, a resolution proposing that GMcG BELFAST be reappointed as auditor of the company will be put at a General Meeting.

#### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



Mrs R Gorman  
Trustee

22 November 2023

**Mainstay D R P**

Northern Ireland - Charity number 102444

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# Annual return

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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF MAINSTAY DRP

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#### Opinion

We have audited the financial statements of Mainstay DRP (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including 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 31 March 2023 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 charity 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 charity'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.

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Alfred House  
19 Alfred Street  
BELFAST BT2 8EQ  
DX3910 NR Belfast 50

Tel: +44 (0)28 9031 1113  
Fax: +44 (0)28 9031 0777

Century House  
40 Crescent Business Park  
LISBURN  
BT28 2GN

Tel: +44 (0)28 9260 7355  
Fax: +44 (0)28 9260 1656

17 Mandeville Street  
PORTADOWN  
Craigavon  
BT62 3PB

Tel: +44 (0)28 3833 2801  
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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

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

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

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' 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 trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

#### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

#### Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing potential risks of material misstatement in respect of irregularities, including fraud and non-compliances with laws and regulations, we considered the following:

- . The nature of the industry and sector, control environment and business performance, including the company's remuneration policies for directors, bonus levels and performance targets, if any;
- . Results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- . Any matters we identified having obtained and reviewed the company's documentation of their policies and procedures relating to:
  - Identifying, evaluating and complying with laws and regulations and whether they were aware of any instance of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
  - The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- . The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the company for fraud and identified the greatest potential for fraud in revenue recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the company operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the Companies Act 2006, and local tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the company's ability to operate or to avoid a material penalty.

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## MAINSTAY DRP

### INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF MAINSTAY DRP

#### Audit response to risks identified

Our procedures to respond to the risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with tax authorities; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. In addition, as with any audit, there remains a higher risk of non-detection of irregularities, as they may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

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**MAINSTAY DRP**

**INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

**TO THE MEMBERS OF MAINSTAY DRP**

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**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.

Mr Nigel Moore FCA (Senior Statutory Auditor)  
for and on behalf of GMcG BELFAST

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Chartered Accountants  
Statutory Auditor

Chartered Accountants & Statutory  
Auditor  
Alfred House  
19 Alfred Street  
Belfast  
BT2 8EQ