

Charity Registration No. 1144940

Company Registration No. 07761177 (England and Wales)

CHANGES HEALTH & WELLBEING
TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017

CHANGES HEALTH & WELLBEING

REFERENCE AND ADMINISTRATIVE INFORMATION

Trustees	Clair Davis Kathy Hancock John Irons Catherine Roberts David Tunstall Benjamin Butler
Chief Executive Officer	Dave Wheat
Strategic Executive	Barbara Wain
Finance Officer	Irene Altham
Operations Manager	Jackie Williamson
Charity number	1144940
Company number	07761177
Registered office and Operational address	Changes Wellbeing Centre Victoria Court Booth Street Stoke on Trent ST4 4AL
Auditor	Geens Limited 68 Liverpool Road Stoke on Trent Staffordshire ST4 1BG
Bankers	The Co-Operative Bank PLC P O Box 250 Delf House Skelmersdale Lancashire WN8 6WT

CHANGES HEALTH & WELLBEING

CONTENTS

	Page
Trustees' report	1 - 13
Independent auditor's report	14 - 15
Statement of financial activities	16
Balance sheet	17
Statement of cash flows	18
Notes to the accounts	19 - 32

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

The trustees, who are also directors for the purposes of company law, present their report and financial statements for the year ended 31 March 2017.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's Memorandum and 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 2015)"

Objectives and activities

Changes Mission Statement: 'Changes aims to promote wellness, recovery and social inclusion'.

The charitable company's principal objects are defined in its Articles of Association are as follows:

- (i) To assist in relieving and rehabilitating vulnerable persons suffering from mental disorder or conditions of emotional or mental distress requiring advice or treatment;
- (ii) To promote and protect physical and mental health within the community by the advancement of education and the provision of facilities and services promoting health, social welfare, personal development, work and recreation, and social inclusion; and
- (iii) The promotion of research therein and the publication of the useful results of such research.

The aims of the charity are:

- Promoting recovery and mental wellbeing
- Enabling user involvement
- Influencing local and national policy and practise
- Promoting a more positive and accurate view of mental distress

The charitable company's objectives for the year continued to be shaped and driven by these strategic aims and to ensure maximum public benefit – focusing on sustaining and developing existing services, and the rapid development and establishment of additional Changes wellness and recovery programmes – both locally and nationally.

Regarding Stoke on Trent, the charitable company continued to provide weekly peer-support groups for young people, adults of working age, and older people residing within Stoke-on-Trent - including opportunities for training and volunteering, recovery-focused activities and a menu of social events - promoting the recovery, wellness and social inclusion of those in mental distress.

The Stoke-on-Trent service menu also included: *Recovery Workshops* - offering Changes 12 steps as a self-management tool for those experiencing mental distress; *Making Changes (Psycho-educational and Mindfulness Training)* - designed to improve individual mental wellbeing within the local population; *Wellbeing Programme* – a self-management programme for stress, anxiety, and depression, (provided as part of the Healthy Minds IAPT Service); *My Community Matters* – a community development project aimed at promoting wellbeing amongst some of Stoke on Trent's most deprived communities; *Think Well* – a training course designed to promote healthier and more positive attitudes, (as part of the Lifestyle Programme); *Wellness Training Programmes* – short wellness focused programmes, e.g. Advance, (a recovery-focused employment service), anger management, assertiveness, stress management etc, (as part of Adult and Community Learning).

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2017

Importantly, the period saw Changes consolidate its position as a provider within the Stoke on Trent IAPT Service – Healthy Minds, working at Step 2 to provide an effective blend of Changes' psycho-educational programmes and 1-2-1 clinical interventions delivered by Psychological Wellbeing Practitioners PWPs to meet the needs of those experiencing mild to moderate mental distress.

The charitable company's Staffordshire service menu included: *Adult Peer-support Groups* – weekly recovery focused support groups for adults in mental distress, (provided in Newcastle-under-Lyme and the Staffordshire Moorlands); *Wellbeing Service* – designed to promote wellness, recovery and social inclusion, consisting of a Wellness programme, Weekly Wellness Group, Opportunities for training and volunteering, and Social activities, (provided within East and South East Staffordshire); *Changes4Warmth* – working with Beat the Cold to provide energy advice to Changes service users; *One Recovery* – providing psycho-educational programmes, peer support groups and abstinence programmes within ADS' Staffordshire One Recovery service.

The period also saw the successful roll-out of a bespoke version of *Making Changes* service within East Midlands prisons, (i.e. under contract with APM) – in HMPs Foston Hall, Glen Parva, Nottingham, Whatton and Lincoln.

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

Volunteers

As a user-led organisation, Changes relies heavily on volunteer involvement in the organisation's management, administration and service delivery.

All of Changes Executive Committee are service users. During 2016/17 there were a pool of approximately 100 volunteers, involved in delivering Changes weekly peer-support groups and psycho-educational programmes, fundraising, promotional work, and partnership and networking activities. This represents approximately 20,800 volunteer-hours, (i.e. approximately 400 hours per week) worked in assisting Changes achieving its outcomes. Whilst the primary focus is on the impact of such activities on individual recovery and social inclusion, based on an average value of £11 per hour, this represents a contribution of approximately £228,800.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Achievements and performance

Charitable activities continued to focus on providing public benefit, i.e. in promoting wellness, recovery and social inclusion of those experiencing or at risk of mental distress. Service delivery throughout Stoke on Trent and Staffordshire included - the provision of recovery focused peer-support groups for young people, adults and older people in mental distress, and a range of psycho-educational programmes, (i.e. Recovery Workshops, Changes Advance, Wellness Programme, Making Changes, Wellbeing Service and various wellness focused adult learning courses).

IAPT Services

During the period Changes worked as part of a successful Healthy Minds team including North Staffordshire Combined Healthcare NHS Trust and North Staffs Mind, to transform the Stoke on Trent IAPT service to one of the best performing primary psychological services in the West Midlands.

My Community Matters

As part of its health focused community development work, the charitable company provided My Community Matters within Stoke-on-Trent. This is an asset-based community development programme assisting residents to identify and join together to tackle issues relevant to the wellbeing of their community.

Wellbeing Centres

During the period, the charitable company continued to establish and raise the profile of its Wellbeing Centre located at Victoria Court, Booth Street, Stoke, Stoke-on-Trent, ST4 4AL. Victoria Court serves as a hub and a training centre and is also the Company's Registered Office.

Changes further continued to provide a chain of Wellbeing Centres throughout Staffordshire, these were located in Uttoxeter, Burton-on-Trent, Burntwood, Lichfield and Tamworth until services ceased in October 2016.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Changes Young Peoples' Service

During the 2016-2017, Changes provided Changes Young People, a comprehensive wellbeing and recovery focused service especially designed for young persons. This service was made available in schools, colleges and communities within Stoke-on-Trent, North Staffordshire and Stafford. A significant number of young people aged 11 to 18 (and up to 25 years for those with a learning disability) receiving a regular intervention. Wellness interventions received included Peer support meetings, a Wellness Programme, an Understanding & Managing Anger programme together with recovery focused social activities.

Changes YP also continued to deliver the Children & Adolescents Mental Health Services (CAMHS) Tier 1 training 'Understanding the mental health of children and young people'. Any local professional working with children and young people in Stoke on Trent were able to attend.

Once completed professionals then gained access to four additional specialist sessions, including:

- i. 'Understanding & Managing Anger in Children & Young People (CYP)
- ii. 'Building Self esteem in CYP'
- iii. 'Understanding & Managing Self harm in CYP'
- iv. 'Helping CYP cope with loss & bereavement'
- v. 'Practical Skills – Mental Health First Aid'

During 2016/17, 832 learning opportunities were filled by professionals e.g. teachers, social workers, GPs, foster carers, police etc.

Under sub-contract with North Staffordshire Combined Healthcare NHS Trust, Changes Young People also provides a consultation role with the local CYP IAPT service.

Changes Adult Service

Provided under a Service Level Agreement (SLA) with Stoke-on-Trent CCG, Changes continued to deliver its Adult Service within Stoke-on-Trent – providing 15 mutual-help groups, with 5,305 attendances, comprising 418 service users, (including 204 who were newly engaged). Performance management data revealed that approximately 79% of users were able to maintain or improve their mental wellbeing.

Provided under SLA with North Staffordshire CCG, Changes also continued to provide its Adult Service within Newcastle-under-Lyme and the Staffordshire Moorlands – providing 12 mutual-help groups, with 3,604 attendances, comprising approximately 253 service users, (including 111 who were newly engaged). Performance management data revealed that approximately 81% of users had either improved or maintained their mental wellbeing through engagement with the service.

Making Changes

Under SLA with Stoke-on-Trent CCG, the charitable company continued to deliver a rolling programme of Making Changes sessions, that are designed to promote the physical and mental fitness of the local population. During the period, two delivery methods were employed – delivery within to organisations, (i.e. to staff and service users) and 'open workshops', (i.e. open to the general public) – the service was delivered in two formats – a 6 or 3 week format. There were a total of 13 deliveries of the 3 week programmes and 18 runs of the 6 week programmes attended by 238 participants. SWEMWBS scores have continued to demonstrate the positive impact of the service on both group and individual wellbeing, (with an average of 83% of users improving their mental wellbeing).

The period saw the successful delivery of 'Just Be – Mindfulness in a Frantic World', with 10 runs of the 3 week programme, attended by 87 people. Feedback regarding the programme has been overwhelmingly positive, with both statistical and anecdotal evidence of its impact on individual recovery and wellbeing, e.g. 70% stated that attending had improved their mental wellbeing.

In response to user feedback, Changes also provided an 8 week 'Mindfulness-based Stress Reduction Programme'.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Recovery Workshops

Under SLA with Stoke-on-Trent CCG, Changes continued to deliver a rolling programme of Recovery Workshops, i.e. designed to introduce Changes 12 steps as a self-management tool for those in mental distress. During the period, 24 workshops were delivered, which were attended by 169 people - with recent evaluation revealing that 60% of participants had improved and 20% maintained their mental wellbeing.

Wellbeing Programme

Delivered under SLA with Stoke-on-Trent CCG, the Wellness Programme focuses on the self-management of stress, anxiety and depression, linking closely with Stoke-on-Trent's Healthy Minds IAPT service. There were 65 runs of the programme attended by 461 individuals, with 212 (46%) progressing onto themed peer-support groups. With recent evaluation confirming that the service had assisted 60% of users in improving their mental wellbeing and 20% to maintain their wellbeing.

Mental Health Day Opportunity Service. (Wellbeing Service).

These services were delivered in East Staffordshire and South East Staffordshire.

Delivered under contract with the Staffordshire Joint Commissioning Unit, the Wellbeing Service is a comprehensive programme to promote the recovery, wellness and social inclusion of those experiencing moderate to severe mental distress.

During the period, the East Staffordshire MHDO service engaged 162 new individuals, with a total of 404 attending peer-support groups, (i.e. including users from the previous year); 180 attending Wellness Workshops.

During the period, the East Staffordshire MHDO BME service engaged 69 new individuals, (with a total of 132 active users), providing them with 33 wellbeing workshops.

During the period, the South East Staffordshire MHDO service engaged 198 new individuals, with a total of 568 attending peer-support groups, (i.e. including users from the previous year); 221 attending Wellness Workshops; and 2,048 attendances recorded at social activities.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Adult & Community Learning, (ACL)

Delivered under contract with Stoke-on-Trent City Council, Changes delivered a range of wellness focused services as part of the ACL programmes, these included: Advance Employment Programme, Anger Management, Positive Mental Attitudes, Assertiveness Training etc. Feedback has been positive, with a high retention of learners and a high percentage achieving desired learning outcomes.

Think Well

Delivered under a SLA with NHS Stoke-on-Trent, 'Think Well' is provided as part of the Lifestyle Programme, which targets individuals at risk of developing physical health conditions. The period saw the continued delivery of the service and integration into the overall programme – with clear evidence of the effectiveness of Think Well's cognitive behaviour approach in precipitating and sustaining lifestyle change.

Floating Support for Older People

Delivered under sub-contract with Revival (which is part of the Staffordshire Housing Group), Changes provides the mental health component of the Stoke on Trent Floating Support Service for Older People, providing one-to-one coaching and engagement in recovery-focused activities for older people who are vulnerable and/or recovering from physical or mental illness.

Changes4Warmth

Funded via the Big Lottery – Reaching Communities and delivered in partnership with 'Beat the Cold' (i.e. the lead organisation), the period saw the continued development of a service dedicated to identifying Changes services users who were experiencing fuel poverty or experiencing difficulty with energy bills, lack of insulation, inefficient heating systems etc.

My Community Matters

Delivered under SLA with Stoke on Trent City Council, My Community Matters (MCM) is an asset-based community development programme designed to:

- Facilitate local community engagement, (i.e. to define 'wellness needs');
- To form partnerships with local agencies in order set up relevant initiatives and take action to improve health and wellbeing within the community).

MCM has established itself within several target areas, i.e. North Shelton, Blurton, Normacot, Fenton, Ball Green, Meir and Portland Street area of Hanley – and continues to make progress in assisting these communities in identifying and taking action to meet their 'wellbeing needs'.

Fundraising activities

The accounting period saw another successful period for Changes organisation, with the consolidation of income generated via an extension of Service Level Agreements (SLA) and Contracts with the Commissioners of Stoke on Trent and North Staffordshire's health and social care services plus a modest income generation, (i.e. with existing contracts being extended and new contracts secured).

The bulk of fundraising activity for the year centred around the re-tendering of the Mental Health Day Opportunities service, of which Changes held the East Staffordshire Area. Unfortunately, whilst Changes performed well within contract and submitted a strong and realistic bid, we were unsuccessful.

However, towards the end of the accounting year, Changes submitted a bid to the DWP's 'Journey to Employment' programme – and was notified that it had been successful in April 2017.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2017

Factors outside the charity's control which are relevant to the achievement of its objectives

In keeping with Changes' co-produced ethos and 12 step fellowship, the commitment, enthusiasm and hard work of Changes paid and voluntary staff, continues to make a major contribution to the organisation achieving its objectives, (they are people who are literally 'on a mission').

In a healthy and vibrant voluntary sector. Changes continues to give and receive support from other third sector organisations – most notably North Staffs Mind, Arch, YMCA, Revival, Dove, Brighter Futures, and the North Staffs Users Group – and is a proud member of a local family of voluntary sector service providers. Support from and genuine partnership with North Staffordshire Combined Healthcare NHS Trust – North Staffordshire's main provider of statutory mental health services – is having a major impact on Changes reaching greater numbers of those who can benefit from its services.

Stoke-on-Trent and Staffordshire commissioning bodies, (i.e. Stoke-on-Trent CCG, North Staffordshire CCG, Stoke-on-Trent City Council), continue to focus on engaging third sector service providers and commissioning recovery and wellness focused services, although all bodies face challenges associated either with NHS reform, efficiency saving and/or spending cuts.

Unfortunately, during the period, cuts to Local Authority (LA) budgets, resulted in Changes losing funding. Stoke on Trent City Council ended the Lifestyle Programme, resulting in Changes losing the related 'Think Well' contract. Staffordshire County Council made significant reductions to its substance misuse budgets resulting in Changes losing its contract with ADS, to deliver recovery and abstinence programmes within the 'One Recovery' service.

Whilst as stated, severe cuts to LA budgets and challenges faced by local CCGs remain a major risk to the charitable company, the Conservative Government's health strategies are continuing to focus on a move towards more preventative, recovery and wellness focused mental health service provision – delivered within a personalised system of care – continues to strengthen Changes position and ability to maintain and secure contracts.

Financial review

Reserves policy

The charitable company's reserves policy takes into account the directors' forecast for future income and expenditure, including the potential for fundraising. In formulating the policy the directors considered that reserves are required to provide a contingency to ensure continuity in the event of a large variation in the charity's income.

At 31st March 2017 the charitable company's unrestricted reserves, excluding designated funds, totalled £176,919.

The positions monitored by the directors on a regular basis and the policy is reviewed annually.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Principal funding sources

NHS Stoke-on-Trent Clinical Commissioning Group - Service Level Agreements to provide a range of recovery and wellness focused services within Stoke-on-Trent, i.e. Adult Service, (peer-support groups) Recovery Workshops, and Wellbeing Programme.

Stoke-on-Trent City Council – Contracts to provide: Changes Advance; and 'Wellness training courses' (as part of the Adult & Community Learning programme); My Community Matters; Recovery Workshops, Making Changes, and Think Well.

NHS North Staffordshire Clinical Commissioning Group – Service Level Agreement: to provide Adult Service, (peer-support groups) throughout Newcastle-under-Lyme and the Staffordshire Moorlands.

Addiction, Dependency Solutions (ADS) – Contract to provide Changes services within One Recovery Staffordshire Substance Misuse Service (contract ended September 30th 2016).

Staffordshire County Council – Contract to provide CAMHS Tier 2 services throughout North Staffordshire.

Staffordshire Joint Commissioning Unit – contract to provide Mental Health Day Opportunities within East and South East Staffordshire (contract ended October 31st 2016).

Stoke-on-Trent Joint Commissioning Team – contract to provide CAMHS Tier 2 services and CAMHS Tier 1 training.

North Staffordshire Combined Healthcare NHS Trust – contract for provision of Step 2 interventions within the Stoke on Trent Healthy Minds IAPT service. Provision of consultation element within CYP IAPT.

Pertemps (APM) – contract to provide wellness and recovery-focused services within prisons throughout the East Midlands.

Big Lottery - Reaching Communities – shared grant with Beat the Cold as the lead organisation, to address issues related to fuel poverty within Changes' user-base (grant ended April 30th 2016).

Revival - sub-contract to provide mental health services within the Stoke on Trent City Council 'Floating Support for Older People' contract.

Comic Relief - grant to provide recovery-focused mental health services to 16 to 25 year olds living in and around Stafford town.

Total Incoming Resources	£1,642,721
Total Resources Expended	£1,649,413
Funds carried forwards at 31.03.17	£537,720

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Risk management

The charitable company's directors have conducted a review of the major risks to which Changes is exposed. A risk register has been established and is regularly updated. Where appropriate, systems and procedures have been established to manage these risks.

The directors consider the charitable company's major risks to include:

NHS and Social Care Reform

Ongoing NHS and Social Care Reform may be to the possible detriment to the commissioning and funding of Changes services. Whilst the NHS budget has continued to be ring-fenced, pressure exerted on local commissioners, i.e. in terms of making financial savings, meeting increased health needs within the local population, and demand created due to cuts in social care services - continues to shrink monies available to spend on mental health services. However, Changes' focus on recovery, personalisation and social inclusion, (key areas within new health and social care commissioning intentions, including those detailed within 'Together We're Better - Staffordshire and Stoke-on-Trent Sustainability and Transformation Plan 2016 - appears to be strengthening, rather than weakening its position within the new commissioning landscape.

Continued Government cuts to Local Authority (LA) budgets

Previous LA cuts have significantly reduced monies available to purchase health and social care services. Consequently, whilst retaining contracts related to community development, the charitable company has seen a steady decline in the value of mental health related and adult community learning contracts within both Stoke-on-Trent City and Staffordshire County Councils. Whilst, again, given the recovery and personalised focus of its services and effectiveness in terms of both cost and outcome, Changes is in a relatively strong position to compete and retain such contracts, such lack of investment is prohibiting the organisation's involvement.

Competitive Tendering Process

As a medium sized service provider, the majority of Changes income comes via a series contracts/service level agreements, i.e. to provide mental health services throughout Stoke on Trent and North Staffordshire. Such contracts/agreements are time-limited, i.e. ranging between 2 to 5 years. Consequently, as with the majority of similar sized third sector organisations, Changes has to periodically engage in a competitive tendering process in order to retain its 'business' – a process for which there are 'no guarantees'. However, considerable business development skills exist within the organisation, which, coupled with Changes' reputation, evidence-base, strong relationships/partnerships and local presence – help to mitigate this risk.

During 2017/18 the charitable company will continue to pursue aims and objectives detailed within Changes business plan.

Building on a previous 'futuring exercise' conducted with Changes senior Management Team, Changes Trustees/Directors and CEO and consultation with Changes' user-base, the organisation has recently produced Changes 5 Year Organisational Business Plan 2017/2022 (OBP)

Mindful of both the challenges and opportunities to be encountered within a rapidly changing 'commissioning landscape' - this plan will help to ensure that Changes stays true to its co-produced and recovery ethos; continues to provide fresh, relevant and effective services, (retaining its place as a 'market leader'); and is able to realize its potential as a mental health service provider.

Key areas of the OBP include:

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Consolidation and development of Changes existing service menu throughout Stoke on Trent and Staffordshire, i.e. to provide equity of provision across the county;

Developing partnerships to provide bespoke services for other client groups, e.g. including those with learning difficulties, physical disabilities, sensory impairment, BME communities etc;

Identifying other development opportunities within other areas, i.e. residential care, workplace wellness, psycho-education/peer-support via social media etc;

Increased involvement within consortia, in order to provide Changes mental health service menu within other health and social care models, i.e. IAPT, Drugs and Alcohol, Prisons, Housing, Veterans etc, (providing the opportunity for both local and national development);

Securing additional premises within North Staffordshire, i.e. a second Wellbeing Centre/office base in either Newcastle-under-Lyme or the Staffordshire Moorlands;

Purchasing a retreat, i.e. situated within a rural location – to offer Changes users sanctuary whilst early in recovery and to serve as a national training centre.

Structure, governance and management

Governing document:

Changes governing document is its Articles of Association which details rules concerning the charitable company's administration, objects, powers, membership, Board of Directors etc.

Changes is a charitable company constituted as an incorporated association.

Charity trustees are called Company Directors, (Directors), who are responsible for the general control and management of the administration of the charitable company.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Clair Davis

Denis Emerton

(Resigned 23 May 2017)

Kathy Hancock

John Irons

Catherine Roberts

David Tunstall

Benjamin Butler

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Recruitment and appointment of new trustees

In line with the Company's Articles of Association at each annual general meeting all of the directors must retire from office.

The Company may by ordinary resolution appoint a person who is willing act as a director.

No person other than a retiring director may be appointed a director at any general meeting unless:

- (1) He or she is recommended for re-election by the directors; or
- (2) Not less than fourteen nor more than thirty-five clear days before the date of the meeting, the charity is given a notice that:
 - (a) a nomination form is signed by a member entitled to vote at the meeting;
 - (b) states the members' intention to propose the appointment of a person as a director;
 - (c) contains the details that, if the person were to be appointed, the company would have to file at Companies House; and,
 - (d) is signed by the person who is to be proposed to show his or her willingness to be appointed.

All members who are entitled to receive notice of a general meeting must be given not less than seven nor more than twenty-eight clear days notice of any resolution to be put to the meeting to appoint a director other than a director who is to retire.

Organisational Structure

Decisions affecting the management and governance of the charitable company are made by the Board of Directors, these include decisions relating to:

- the selection and management of a Chief Executive Officer;
- the development and implementation of a long-term organisational strategy in pursue of objects as stated in Changes Articles of Association;
- the establishment of appropriate policies and procedures;
- the recruitment, support, appraisal, remuneration and discipline of Changes staff; financial management, (including fundraising and monitoring spend) etc .

Decisions relating to the day-to-day management and co-ordination of the charitable company's staff and activities are delegated to the Chief Executive Officer, (all of which must be harmonious and relate to organisational policy and strategy as determined by the Board of Directors)

The pay scales for senior staff are set by the trustees and are benchmarked against other similar organisations operating in the area. Pay of individual members of the management team are reviewed annually as part of the organisation's appraisal system and this review takes into account performance and any additional responsibilities as well as increases in average earnings.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Related parties

In so far as it is complementary to its objectives, the charitable company is guided by both national and local policy. Consequently, in pursuit of these objectives, Changes has developed strong partnerships and co-operates with a range of statutory and voluntary organisations. These include: North Staffordshire Combined Healthcare NHS Trust, South Staffordshire & Shropshire Foundation Trust, Stoke-on-Trent Clinical Commissioning Group, North Staffordshire Clinical Commissioning Group, Stoke-on-Trent City Council, Staffordshire County Council, Beat the Cold, North Staffs Mind, Arch, Addiction Dependency Solutions (ADS), Staffordshire Housing Association, Jobcentre Plus, Disability Solutions, Voluntary Action Stoke-on-Trent, the North Staffs Voice for Mental Health, the Dove Service, Brighter Futures, Epic Housing Association, CRI, Midland Heart, Saltbox etc.

CHANGES HEALTH & WELLBEING

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017

Statement of trustees' responsibilities

The law applicable to charities in England and Wales requires the trustee(s) to prepare financial statements for each financial year that give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements to give a true and fair view, the trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently;
- Make judgments and estimates that are reasonable and prudent;
- Observe the methods and principles in the Charities SORP 2015 (FRS 102);
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ascertain the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities


In so far as the trustees are aware:

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

Auditor

Geens Limited, Chartered Accountants & Business Advisors, were appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

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



John Irons

Trustee

Dated: 5 October 2017

CHANGES HEALTH & WELLBEING

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF CHANGES HEALTH & WELLBEING

We have audited the accounts of Changes Health & Wellbeing for the year ended 31 March 2017 set out on pages 16 to 32. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102.

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' 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 charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the statement of trustees' responsibilities set out on page 13, the trustees, who are also the directors of Changes Health & Wellbeing for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

The trustees have elected for the accounts to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditors under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts.

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 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.

CHANGES HEALTH & WELLBEING

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF CHANGES HEALTH & WELLBEING

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- 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 accounts are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.



for and on behalf of Geens Limited

5 October 2017

Chartered Accountants

Statutory Auditor

68 Liverpool Road
Stoke on Trent
Staffordshire
ST4 1BG

Geens Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

CHANGES HEALTH & WELLBEING

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2017

	Notes	Unrestricted funds general £	Unrestricted funds designated £	Restricted funds £	Total 2017 £	Total 2016 £
<u>Income from:</u>						
Donations and legacies	3	3,992	-	-	3,992	8,538
Charitable activities	4	1,435,016	-	151,897	1,586,913	1,758,336
Investment income	5	108	-	-	108	177
Other income		51,708	-	-	51,708	43,041
Total income		1,490,824	-	151,897	1,642,721	1,810,092
<u>Expenditure on:</u>						
Raising funds	6	43,971	-	-	43,971	41,712
Charitable activities	7	1,443,527	12,411	149,504	1,605,442	1,789,885
Total resources expended		1,487,498	12,411	149,504	1,649,413	1,831,597
Net incoming/(outgoing) resources before transfers		3,326	(12,411)	2,393	(6,692)	(21,505)
Gross transfers between funds		(7,563)	6,889	674	-	-
Net (expenditure)/income for the year/ Net movement in funds		(4,237)	(5,522)	3,067	(6,692)	(21,505)
Fund balances at 1 April 2016		181,156	50,266	312,990	544,412	565,917
Fund balances at 31 March 2017		176,919	44,744	316,057	537,720	544,412

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

CHANGES HEALTH & WELLBEING

BALANCE SHEET

AS AT 31 MARCH 2017

	Notes	2017 £	£	2016 £	£
Fixed assets					
Tangible assets	11		350,419		362,888
Current assets					
Debtors	13	80,087		52,741	
Cash at bank and in hand		156,671		169,498	
		<u>236,758</u>		<u>222,239</u>	
Creditors: amounts falling due within one year	14	(49,457)		(40,715)	
Net current assets			187,301		181,524
Total assets less current liabilities			<u>537,720</u>		<u>544,412</u>
Income funds					
Restricted funds	18		316,057		312,990
<u>Unrestricted funds</u>					
Designated funds	19	44,744		50,266	
General unrestricted funds		<u>176,919</u>		<u>181,156</u>	
			221,663		231,422
			<u>537,720</u>		<u>544,412</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2017, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts under the requirements of the Companies Act 2006.

The trustees' responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The accounts were approved by the Trustees on 5 October 2017


John Irons
Trustee

Company Registration No. 07761177

CHANGES HEALTH & WELLBEING

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2017

	Notes	2017 £	£	2016 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	23		(6,046)		4,832
Investing activities					
Purchase of tangible fixed assets		(6,889)		(8,089)	
Interest received		108		177	
Net cash used in investing activities			(6,781)		(7,912)
Net cash used in financing activities			-		-
Net decrease in cash and cash equivalents			(12,827)		(3,080)
Cash and cash equivalents at beginning of year			169,498		172,578
Cash and cash equivalents at end of year			156,671		169,498

CHANGES HEALTH & WELLBEING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting policies

Charity information

Changes Health & Wellbeing is a private company limited by guarantee incorporated in England and Wales. The registered office is Victoria Court, Booth Street, Stoke on Trent, ST4 4AL.

1.1 Accounting convention

The accounts have been prepared in accordance with the charitable company'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)" (as amended for accounting periods commencing from 1 January 2016). The charitable company is a Public Benefit Entity as defined by FRS 102.

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

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charitable company 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 accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

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 accounts.

1.4 Incoming resources

Income is recognised when the charitable company 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 charitable company 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.

CHANGES HEALTH & WELLBEING

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charitable company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

For legacies, entitlement is taken as the earlier of the charity being aware that probate has been granted, where the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate.

Receipts of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution.

1.5 Resources expended

Liabilities are recognised as resources expended where there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under appropriate headings. Where costs cannot be directly attributed to particular headings (support costs) they have been allocated to activities on a basis consistent with use of the resources.

The cost of Raising Funds include costs of generating voluntary income, fund raising trading and investment fees, plus a share of support costs. The costs of generating voluntary income do not include the costs of disseminating information in support of the charitable activities.

Charitable Activities comprise those activities set out in detail in the report of the trustees.

Governance costs are those associated with the governance arrangements of the charity which relate to the general running of the charity. This includes internal and external audit, insurance costs, legal advice for trustees and costs associated with constitutional and statutory requirements such as the cost of trustee meetings and preparing the statutory accounts, plus a share of support costs.

Support costs are those costs incurred in the support of the fund raising, governance and charitable activities which cannot be directly attributed. They have been attributed to activities as described in the notes to the financial statements.

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:

Land and building	2% straight line
Computer equipment	25% reducing balance
Office equipment	25% reducing balance
Fixtures and fittings	15% reducing balance

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 net income/(expenditure) for the year.

CHANGES HEALTH & WELLBEING

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting policies

(Continued)

1.7 Impairment of fixed assets

At each reporting end date, the charitable company 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).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

1.8 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.

1.9 Financial instruments

The charitable company 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 charitable company's balance sheet when the charitable company 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.

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 charitable company's contractual obligations expire or are discharged or cancelled.

CHANGES HEALTH & WELLBEING

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting policies

(Continued)

1.10 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 charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

1.12 Value added tax

Value added tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

1.13 Pensions

The charitable company operates a defined contribution pension scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the scheme.

2 Critical accounting estimates and judgements

In the application of the charitable company'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

The estimates and assumptions which have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities are as follows.

Useful economic lives of tangible assets

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of assets. The useful economic lives and residual values are re-assessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of assets. See note 11 for the carrying amount of property, plant and equipment, and note 1.6 for the useful economic lives of each category of asset.

CHANGES HEALTH & WELLBEING

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

3 Donations and legacies

	2017	2016
	£	£
Donations and gifts	3,992	8,538

4 Charitable activities

	2017	2016
	£	£
Grants receivable for charitable activities	1,586,913	1,758,336

Analysis by fund

Unrestricted funds - general
Restricted funds

1,435,016
151,897
1,586,913

For the year ended 31 March 2016

Unrestricted funds - general	1,659,166
Restricted funds	99,170
	1,758,336

Grants receivable

NHS Stoke on Trent	754,360	687,293
NHS North Staffordshire	89,256	181,395
Stoke on Trent City Council	60,499	66,995
Staffordshire County Council	254,412	436,377
Other Funders	390,016	386,276

1,586,913	1,758,336
-----------	-----------

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2017

5 Investment income

	2017	2016
	£	£
Interest receivable	108	177

6 Raising funds

	2017	2016
	£	£
<u>Costs of raising funds</u>		
Staff costs	43,971	41,712
	<u>43,971</u>	<u>41,712</u>
For the year ended 31 March 2016		
Costs of raising funds		<u>41,712</u>

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

7 Charitable activities

	2017 £	2016 £
Staff costs	841,177	957,628
Depreciation and impairment	9,678	10,507
Rent and rates	9,295	17,991
Utilities	9,271	11,435
Insurance	4,710	4,631
Legal and Professional	8,946	5,305
Telephone	17,054	17,045
Printing , Stationery and postage	17,504	30,553
Subcontracted staff	229,627	234,574
Staff and Volunteers expenses	22,392	24,227
Travel	49,925	52,188
Sundry	69,767	51,730
	<u>1,289,346</u>	<u>1,417,814</u>
Share of support costs (see note 8)	308,269	362,223
Share of governance costs (see note 8)	7,827	9,848
	<u>1,605,442</u>	<u>1,789,885</u>
Analysis by fund		
Unrestricted funds - general	1,443,527	
Unrestricted funds - designated	12,411	
Restricted funds	149,504	
	<u>1,605,442</u>	
For the year ended 31 March 2016		
Unrestricted funds - general		1,658,777
Unrestricted funds - designated		14,068
Restricted funds		117,040
		<u>1,789,885</u>

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

8 Support costs

	Support costs £	Governance costs £	2017 £	2016 £	Basis of allocation
Staff costs	104,138	6,567	110,705	139,544	Mgmt est
Depreciation	9,680	-	9,680	10,508	Mgmt est
Other costs	194,451	-	194,451	218,419	Mgmt est
Audit fees	-	1,260	1,260	3,600	Governance
	<u>308,269</u>	<u>7,827</u>	<u>316,096</u>	<u>372,071</u>	
Analysed between Charitable activities	<u>308,269</u>	<u>7,827</u>	<u>316,096</u>	<u>372,071</u>	

Governance costs include fees payable to the auditors of £3,678 (2016-£3,350) for audit fees.

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year. Travelling expenses of £1,904 (2016 : £2,146) were paid to 2 (2016 : 5) trustees.

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

10 Employees

Number of employees

The average monthly number employees during the year was:

	2017 Number	2016 Number
Charitable activities	56	64
Administrative	4	4
	<u>60</u>	<u>68</u>

Employment costs

	2017 £	2016 £
Wages and salaries	882,646	1,025,552
Social security costs	87,428	95,869
Other pension costs	25,779	17,463
	<u>995,853</u>	<u>1,138,884</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2017 Number	2016 Number
£60,000 to £70,000	-	1
£70,000 to £80,000	1	-
	<u>1</u>	<u>-</u>

The key management personnel of the charity comprise the Trustees, the Chief Executive Officer, the Finance Officer, the Operations Manager and the Strategic Director. The total employee benefits of the key management personnel of the charity were £177,625 (2016 : £195,035).

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

11 Tangible fixed assets

	Land and building £	Computer equipment £	Office equipment £	Fixtures and fittings £	Total £
Cost					
At 1 April 2016	346,545	66,359	30,039	10,377	453,320
Additions	-	6,889	-	-	6,889
At 31 March 2017	346,545	73,248	30,039	10,377	460,209
Depreciation and impairment					
At 1 April 2016	28,327	37,753	20,020	4,332	90,432
Depreciation charged in the year	7,072	8,874	2,505	907	19,358
At 31 March 2017	35,399	46,627	22,525	5,239	109,790
Carrying amount					
At 31 March 2017	311,146	26,621	7,514	5,138	350,419
At 31 March 2016	318,218	28,606	10,019	6,045	362,888

12 Financial instruments

	2017 £	2016 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	69,126	36,681
Carrying amount of financial liabilities		
Measured at amortised cost	4,860	3,600

13 Debtors

	2017 £	2016 £
Amounts falling due within one year:		
Other debtors	69,126	36,681
Prepayments and accrued income	10,961	16,060
	80,087	52,741

14 Creditors: amounts falling due within one year

	Notes	2017 £	2016 £
Deferred income	15	44,597	37,115
Accruals		4,860	3,600
		49,457	40,715

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

15 Deferred income

	2017 £	2016 £
Other deferred income	44,597	37,115
	<u>44,597</u>	<u>37,115</u>

Deferred income is included in the financial statements as follows:

2017 £	2016 £
<u>44,597</u>	<u>37,115</u>

16 Pension and other post-retirement benefit commitments

Defined contribution

The charity contributes to defined contribution pension schemes in respect of members of staff, the assets of which are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions payable by the charity to the funds. There were no contributions due to the fund at the year end.

17 Share capital

Changes Health and Wellbeing is a company limited by guarantee and accordingly does not have a share capital. Every member of the company undertakes to contribute such amount as may be required, not exceeding £1, to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Purposes of restricted funds:

A large capital grant to purchase and refurbish Changes' headquarters and training centre.

* Provision of a wellness and recovery focused training and peer-support programme within HMP Stafford.

Providing a range of recovery focused services for young people age 16-25 years, within community settings, for those with mild to moderate mental health problems.

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

- 30 -

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

20 Analysis of net assets between funds

	Unrestricted fund £	Designated fund £	Restricted fund £	Total £
Fund balances at 31 March 2017 are represented by:				
Tangible assets	2	44,744	305,673	350,419
Current assets/(liabilities)	177,252	-	10,049	187,301
	<u>177,254</u>	<u>44,744</u>	<u>315,722</u>	<u>537,720</u>

21 Financial commitments, guarantees and contingent liabilities

The charity received a grant of £350,000 towards the cost of the purchase of a property. If the property is sold, then in certain circumstances, the whole or part of the grant may be repayable.

22 Operating lease commitments

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

	2017 £	2016 £
Within one year	2,123	22,837
Between two and five years	-	2,123
	<u>2,123</u>	<u>24,960</u>

23 Cash generated from operations

	2017 £	2016 £
Deficit for the year	(6,692)	(21,505)
Adjustments for:		
Investment income recognised in statement of financial activities	(108)	(177)
Depreciation and impairment of tangible fixed assets	19,358	21,015
Movements in working capital:		
(Increase)/decrease in debtors	(27,346)	23,793
Increase/(decrease) in creditors	1,260	(44,409)
Increase in deferred income	7,482	26,115
Cash (absorbed by)/generated from operations	<u>(6,046)</u>	<u>4,832</u>

CHANGES HEALTH & WELLBEING

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2017

24 Related Party Transactions

During the year the charity entered into transactions with the spouse of the Chief Executive Officer for the provision of mindfulness training. The value of transactions for the services supplied, all being conducted on an arms length basis, was £10,000 (2016 : £10,348). The balance outstanding at the year end was £Nil (2016 : £Nil)

During the year the Charity also entered into transactions with the spouse of the Finance Officer for the provision of marketing and design consultancy services. The value of transactions for the services supplied, all being conducted on an arms length basis was £37,111 (2016 : £78,159). The balance outstanding at the year end was £Nil (2016 : £Nil).