

REGISTERED COMPANY NUMBER: 3315039 (England and Wales)
REGISTERED CHARITY NUMBER: 1159057

**Report of the Trustees and
Financial Statements for the Year Ended 31 March 2016
for
Sunderland Counselling Service**



Sunderland Counselling Service

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for the Year Ended 31 March 2016**

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Sunderland Counselling Service

Report of the Trustees for the Year Ended 31 March 2016

The trustees are pleased to present their annual report together with the financial statements of the charity for the year ending 31 March 2016 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

As defined in our governing document our charitable purposes are to provide counselling and psychological therapy services in and around the City of Sunderland and the North of England in order to relieve suffering and distress.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

In pursuance of this mission Sunderland Counselling Service exists to:

- o Promote and improve mental health and emotional wellbeing for adults.
- o Provide services which assist in relieving suffering from emotional and / or mental distress.
- o Improve the lives of men and women who have experienced sexual abuse and sexual violence in childhood and adulthood.
- o Promote and improve positive mental health and emotional wellbeing for children and young people.
- o Enable and empower users of our service to live independently in the community as valued citizens.
- o Maintain and develop a professional workforce.
- o Maintain services that meet the needs of our clients.
- o Work in partnership with other services in the statutory and voluntary sectors.
- o Work to provide any other relevant and related service for which there is a genuine demand and inadequate provision.

In working to achieve these aims Sunderland Counselling Service currently provides the following services:

- o **Adult (Core) Counselling Service:** provides individual counselling to adults living, working or studying within the City of Sunderland who are suffering emotional or mental distress. Also provides a bereavement support group.
- o **GP / Primary Care Counselling Service:** providing individual time limited counselling in GP surgeries in Sunderland.
- o **Counselling for Adult Survivors of Sexual Violence and Abuse (CASSVA):** provides individual counselling to men and women who have experienced childhood sexual abuse or sexual violence in adulthood in Sunderland; and to male clients only in South Tyneside and Gateshead.
- o **REACH Counselling Service:** The counselling element of the Rape Examination Advice Counselling & Help (REACH) service provided by Northumbria Police Force for male and female victims of sexual assault across the force area.
- o **Macmillan Counselling Service:** provides individual time limited counselling for adults suffering from any form of cancer, and for their families and / or carers.
- o **St Benedict's Hospice Service:** providing individual counselling and other forms of support for patients and family members / carers of patients at St Benedict's Hospice in Sunderland.
- o **Community CAMHS Counselling Service:** provides individual counselling to children and young people in Sunderland, in partnership with South Tyneside NHS Foundation Trust.
- o **Employee Counselling Services:** under contract to Sunderland City Council, providing occupational health counselling to council employees.
- o **Sunderland Psychological Wellbeing Service:** Working in partnership with NTW NHS Foundation Trust to deliver Sunderland's IAPT service, providing a stepped care model of interventions for people suffering from common mental health problems, including anxiety and depression.
- o **Carers Counselling Service:** As part of Sunderland's IAPT provision, a counselling service for people whose mental health and emotional wellbeing are affected by their caring responsibilities.
- o **Talking Matters Northumberland:** Working in partnership with Mental Health Matters and Efficacy to deliver Northumberland's IAPT service, providing a stepped care model of interventions for people suffering from common mental health problems, including anxiety and depression.
- o **Supervision and Professional Development:** the service provides placement and volunteering opportunities and provides clinical counselling supervision, training and professional development to its staff and volunteers.

OBJECTIVES AND ACTIVITIES

Philosophy

Counselling and therapy services are informed by a person centred philosophy where clients set the agenda and pace of the counselling intervention. Key to counselling are the qualities of empathy, acceptance and congruence. The service adheres to the Ethical Framework laid down by the British Association of Counselling & Psychotherapy (BACP) which emphasises principles of fidelity, autonomy, beneficence, non-maleficence, justice and self respect. We now hold service accreditation with BACP for the majority of our counselling services for adults and for children. By providing a safe and supportive environment for clients to explore their issues, it is hoped that they will achieve a better ability to function individually and within society and achieve a greater degree of autonomy and resourcefulness.

Sunderland Counselling Service is committed to making its services accessible to those who need them. Therefore the service operates an Equal Opportunities Policy, which applies equally to clients accessing the service as well as to prospective employees and volunteers. We undertake not to discriminate against any potential client in ensuring that they receive services appropriate to their needs. Where clients are unable to access services within our own premises we will do our utmost to provide services in more accessible venues, including community venues. We make no charge to our clients for any of the services we provide.

Sunderland Counselling Service is an established and respected voluntary sector organisation which is committed to the promotion of volunteering while ensuring safe professional practice and a productive working environment. Operating according to the Volunteer Charter, underpinned by the Equal Opportunities Policy, all volunteers are provided with the opportunity to access training and supervision appropriate to their role and which will also assist them in their own personal development. Volunteer roles are evidenced at all levels throughout the service, as are the high number of volunteers who have achieved paid posts both within the service and externally with statutory and voluntary sector agencies.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the last year the charity has worked towards its objectives as described above and continues to provide excellent services to the people of Sunderland and surrounding areas.

Highlights and achievements of the year:

- o Following a successful tender exercise in partnership with Mental Health Matters and Efficacy, we were successful in winning the contract for IAPT provision in Northumberland. The new service went live in September 2015 and we are responsible for delivery of low intensity CBT and counselling in the service.
- o In January 2016, we finally moved into our new premises at 51 John Street, following a period of extensive refurbishment and renovation work. We hope this building will provide a secure and pleasant environment for our staff, volunteers and clients for many years to come.
- o We received 2341 referrals to our adult counselling services in Sunderland during the year - an increase of almost 4% on the previous year. The continual year on year increase in referral numbers clearly shows the ongoing need for our services.
- o All of our services commissioned by Sunderland Clinical Commissioning Group have two year contracts in place until 31 March 2016, giving those services a degree of stability. These are the Core Service; Primary Care Counselling Service; Community CAMHS Counselling Service; and our element of the Sunderland Psychological Wellbeing Service, including the Carers Service.
- o The contract with Northumbria Police Force to provide counselling for the REACH service was again extended for a further year.
- o Service provision within the Reach and CASSVA services was augmented by a successful bid to the Ministry of Justice Male Rape Support Fund, with which we employed a peripatetic counsellor working across the north east and helping to address gaps in service provision for male rape victims in the region.
- o These services were also augmented with support from Northumbria Police and Crime Commissioner.
- o Counselling provision at St Benedict's Hospice, which began in April 2014, was augmented with agreement for a child and family worker to start in April 2016.
- o We have the only qualified supervisor for Counselling for Depression in the region with 7 counsellors now qualified in Counselling for Depression and two more in training.
- o All of our salaried counsellors have completed the BACP Certificate of Proficiency and are therefore entered on BACP's accredited register; we now have nine counsellors holding BACP individual accreditation with four more working towards accreditation.
- o We maintained our BACP service accreditation for the majority of our adult counselling services, including the Core Service, GP Counselling Service, the Macmillan Counselling Service, the Reach Counselling service, Carers Counselling service and our CASSVA service; this complements the service accreditation held for the Community CAMHS Counselling Service.
- o We continued our work with the partnership of services in Sunderland working with children and young people, to take part in the national Children and Young People's IAPT initiative; as a result, we now have two counsellors trained in interpersonal therapy for adolescents, with one of those trained as a supervisor, and senior staff have undertaken leadership training. We also worked as part of a national curriculum development group to develop a curriculum for Evidence Based Counselling for children and young people.

FINANCIAL REVIEW

Principal funding sources

Against a backdrop of insecurity over funding in some service areas the charity has worked hard to sustain existing services and where possible develop additional services. The management committee and staff have worked hard to generate a positive financial outcome for the year.

The principal funding sources are:

- o Sunderland Clinical Commissioning Group
- o Northumberland Clinical Commissioning Group
- o Sunderland City Council Health, Housing and Adult Services
- o South Tyneside Clinical Commissioning Group
- o MacMillan Cancer Support
- o St. Benedict's Hospice Charity
- o Big Lottery Fund
- o NHS England
- o Ministry of Justice Male Rape Support Fund
- o Northumbria Police and Crime Commissioner
- o Wessington Primary School

Reserves policy

The management committee revised its reserves policy so that unrestricted funds, not committed or invested in tangible fixed assets, held by the charity should now be at least 6 months of the resources expended, which equates to reserves on unrestricted funds of approximately £820,000. The general fund reserve at 31 March 2016 amounted to £359,498. It is the management committee's intention to continue to gradually augment the reserve by an annual excess of incoming over outgoing resources until the appropriate level of reserves has been achieved.

FUTURE PLANS

Plans for the coming financial year are as follows:

- o Having successfully secured contract funding until 31 March 2016 for all services commissioned by Sunderland CCG, we will continue to deliver those services as effectively and efficiently as we can and to meet the need that exists for those services. We will work collaboratively with the CCG and with other providers in Sunderland to try and ensure efficient, long term and stable contract arrangements are in place for these services.
- o We will implement the IAPTus client record system for our counselling services in Sunderland, both to enable us to meet our obligations to keep client records and information secure, but also to allow more effective performance management and reporting to our various funders.
- o We will work with colleagues in Talking Matters Northumberland and Sunderland Psychological Wellbeing Service to further expand and enhance IAPT services to meet increased national access targets (25% of prevalence by 2020).
- o We will continue to develop our workforce, investing in suitable training for existing staff and volunteers and recruiting trainee staff as appropriate.
- o Having successfully secured significant funding from Sunderland CCG and from the Big Lottery Fund, we will deliver the CASSVA service to meet the needs of male and female survivors of sexual violence in Sunderland and of male survivors in South Tyneside and Gateshead.
- o We will continue our service provision under the REACH contract with the intention of expanding the capacity of the service if possible.
- o Having recently expanded both our Macmillan Counselling Service and counselling at St Benedict's Hospice, we will continue to deliver excellent services for people affected by a range of life limiting and life threatening illness.
- o As part of our work on the CYP IAPT programme, we will recruit a participation worker on behalf of all partners, to ensure that the views of children, young people and families are represented and influence the way services are delivered.
- o We will continue to actively explore opportunities for service development and partnership working in line with our aims, objectives, philosophy, governing documents and strategic plan. In particular we will look to secure contracts for relevant services in other areas in the North East.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 7 February 1997. The company is governed by its Memorandum and Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The directors, who are also charity trustees for the purposes of charity law, are known as members of the management committee.

In addition to responding to advertisements placed in the media, people with a genuine interest in the work of Sunderland Counselling Service may approach the service seeking opportunities to volunteer and become a trustee, wishing to contribute worthwhile activity to the community. People who have benefited from the service provision often return at a later date wishing to give something back and offer their services as volunteers, which is evidenced at all levels throughout the organisation. Prospective trustees are requested to apply in writing to the Chair of the management committee including a curriculum vitae. After having been supplied with information about the service the applicant will be then invited to meet with the management committee for an interview, during which the expectations of both applicant and committee will be discussed. The applicant will then be informed of the outcome of the interview within seven days.

Organisational structure

Sunderland Counselling Service has a management committee of a minimum of 3 members who meet monthly and are responsible for the strategic direction of the charity. A chief executive officer is appointed by the committee and is responsible for all aspects of the charity's operations, including obtaining adequate funding to finance the charity's services.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

3315039 (England and Wales)

Registered Charity number

1159057

Registered office

51 John Street
Sunderland
SR1 1QN

Trustees

B Greener
Rev D A Hards
Mrs A Loadman
Ms L Morris
C Sketchley
Mrs E M Watt
Ms L H Bruton

Company Secretary

B Greener

Auditors

Davies Tracey
Chartered Accountants and Statutory Auditors
Swan House
Westpoint Road
Teesdale Business Park
Stockton on Tees
TS17 6BP

Bankers

Co-operative Bank plc
5/6 Fawcett Street
Sunderland
SR1 1RF

Solicitors

BHP Law
Eldon Chambers
23 The Quayside
Newcastle upon Tyne
NE1 3DE

**Report of the Trustees
for the Year Ended 31 March 2016**

REFERENCE AND ADMINISTRATIVE DETAILS

Chief Executive

T Sweet

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Sunderland Counselling Service for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are 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 auditors are aware of that information.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 8/11/2016 and signed on its behalf by:



Rev D A Hands - Trustee

Report of the Independent Auditors to the Members of Sunderland Counselling Service

We have audited the financial statements of Sunderland Counselling Service for the year ended 31 March 2016 on pages eight to nineteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

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 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 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.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page five, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements 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 financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements 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 financial statements. In addition, we read all the financial and non-financial information in the Report of the Trustees to identify material inconsistencies with the audited financial statements 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 financial statements

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 2016 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 applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Report of the Independent Auditors to the Members of
Sunderland Counselling Service**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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 exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Davies Tracey

Craig McBride (Senior Statutory Auditor)
for and on behalf of Davies Tracey
Chartered Accountants and Statutory Auditors
Swan House
Westpoint Road
Teesdale Business Park
Stockton on Tees
TS17 6BP

Date: 24/11/16

Sunderland Counselling Service

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2016**

	Notes	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	465	-	465	3,427
Charitable activities	4				
Provision of counselling service		1,686,697	170,427	1,857,124	1,399,686
Investment income	3	1,376	-	1,376	981
Total		1,688,538	170,427	1,858,965	1,404,094
EXPENDITURE ON					
Charitable activities	5				
Provision of counselling service		1,330,170	153,299	1,483,469	956,372
Support costs		302,425	40,299	342,724	260,193
Total		1,632,595	193,598	1,826,193	1,216,565
NET INCOME/(EXPENDITURE)		55,943	(23,171)	32,772	187,529
RECONCILIATION OF FUNDS					
Total funds brought forward		686,567	80,350	766,917	579,388
TOTAL FUNDS CARRIED FORWARD		742,510	57,179	799,689	766,917

The notes form part of these financial statements


Balance Sheet
At 31 March 2016

	Notes	2016 £	2015 £
FIXED ASSETS			
Tangible assets	12	384,177	162,328
CURRENT ASSETS			
Debtors	13	31,725	38,704
Cash at bank and in hand		594,600	586,730
		<u>626,325</u>	<u>625,434</u>
CREDITORS			
Amounts falling due within one year	14	(210,813)	(20,845)
NET CURRENT ASSETS		<u>415,512</u>	<u>604,589</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>799,689</u>	<u>766,917</u>
NET ASSETS		<u>799,689</u>	<u>766,917</u>
FUNDS	17		
Unrestricted funds		742,510	686,567
Restricted funds		57,179	80,350
TOTAL FUNDS		<u>799,689</u>	<u>766,917</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved and authorised for issue by the Board of Trustees on 8/11/2016 and were signed on its behalf by:


Rev D A Hands -Trustee


Trustee - Ms L MORRIS

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income and debtors

All income is recognised in the Statement of Financial Activities when all of the following criteria are met:

- the charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Service contract fees are accounted for on an accruals basis. Income received in advance of the provision of the specified services is deferred until the criteria for income recognition are met.

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

Interest receivable

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

Expenditure and creditors

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure on charitable activities includes the costs of the provision of counselling services and the associated support costs.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

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

Depreciation

Individual fixed assets are capitalised at cost.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Freehold Property	- over 50 years on a straight line basis
Leasehold Property	- over 4 years on a straight line basis
Equipment	- 15%-33% reducing balance/20-25% on cost
Fixtures & fittings	- 15% reducing balance/20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the Trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

1. ACCOUNTING POLICIES - continued**Pension costs and other post-retirement benefits**

Certain of the charity's employees are members of the NHS Pension Scheme, an unfunded final salary scheme.

The employer's contributions made to the scheme during the year were £7,486 (2015 - £Nil) with an employer's contribution rate of 14.3% of pensionable salary and an employee's contribution of between 5% and 14.5% of pensionable pay. The trustees are satisfied that any foreseeable change in employer's contributions can be budgeted for without detriment to the charity's ongoing activities.

The trustees are unable to confirm the charity's share of the underlying assets and liabilities of the NHS Pension Scheme and therefore the scheme is accounted for as a defined contribution scheme.

The charity also operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity. The charity now makes a contribution of 3% of salary to this pension scheme and acts as agent in collecting and paying over employee pension contributions. The employer's contributions made for the accounting period are treated as an expense and were £26,633 (2015 - £9,353).

At 31 March 2016 total employer and employee contributions of £19,696 were outstanding (2015 - £Nil).

Donated goods and services

Donated goods and services are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt, donated services and facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Donations - Core service	145	-	145	927
Donations - IAPT	320	-	320	-
Grants - Core service	-	-	-	2,500
	<u>465</u>	<u>-</u>	<u>465</u>	<u>3,427</u>

In addition to recorded incoming resources the charity received the benefit of many thousands of voluntary hours and unclaimed out of pocket expenses contributed by its supporters. It would be impossible to place a value on all these services and expenses, without which much of the work undertaken could not be achieved and for which the charity is extremely grateful.

3. INVESTMENT INCOME

	2016 £	2015 £
Interest received	<u>1,376</u>	<u>981</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2016 £	2015 £
Service contract fees		
Core services	85,521	104,786
Community CAMHS Counselling Service	219,845	197,775
Caring Together Making a Difference	15,395	15,645
CASSVA - Big Lottery Fund	122,340	123,719
CASSVA - CCG	136,019	128,773
CASSVA - Police and Crime Commissioners	27,089	-
GP Project	107,431	109,178
IAPT	516,701	525,103
IAPT - NHS England	5,004	-
Macmillan Counselling Service	36,587	36,587
REACH	39,995	39,996
South Tyneside GP Project	11,500	23,000
Schools	7,780	19,567
MOJ/BTS	45,000	12,956
Occupational Health	39,980	18,732
St Benedict's Hospice	51,250	33,959
St Benedict's Hospice - Awards for All	-	9,910
Talking Matters Northumberland	378,761	-
Talking Matters Northumberland - NHS England	5,004	-
Place For You	5,922	-
	<u>1,857,124</u>	<u>1,399,686</u>

5. TOTAL RESOURCES EXPENDED

	Staff Costs £	Other Direct Costs £	Support Costs £	Total 2016 £	Total 2015 £
Core services	28,937	10,024	75,111	114,072	87,973
Community CAMHS Counselling Service	185,677	15,205	26,301	227,183	193,368
Caring Together Making a Difference	-	-	-	-	2,909
Schools	6,543	646	1,700	8,889	15,451
CASSVA	187,916	16,667	52,871	257,454	148,475
St Benedict's Hospice	32,015	1,460	11,568	45,043	38,276
GP Project	86,733	6,919	27,559	121,211	136,483
IAPT	354,736	27,152	106,702	488,590	449,433
Macmillan Counselling Service	36,934	2,099	12,321	51,354	52,570
REACH	25,441	3,396	8,404	37,241	36,827
South Tyneside GP Project	11,741	234	1,332	13,307	23,884
MOJ/BTS	28,888	6,047	8,565	43,500	10,987
Occupational Health	31,448	1,220	8,477	41,145	19,929
CYPS - Participation Project	-	-	74	74	-
Place For You	-	756	-	756	-
Talking Matters Northumberland	365,048	9,587	1,739	376,374	-
	<u>1,382,057</u>	<u>101,412</u>	<u>342,724</u>	<u>1,826,193</u>	<u>1,216,565</u>

Sunderland Counselling Service

Notes to the Financial Statements - continued for the Year Ended 31 March 2016

6. SUPPORT COSTS

	Depreciation	Staff Costs	Overheads	Total 2016	Total 2015
	£	£	£	£	£
Core service	5,682	22,495	46,934	75,111	37,440
Community CAMHS Counselling Service	47	24,088	2,166	26,301	21,998
Caring Together Making a Difference	-	-	-	-	768
Schools	-	1,570	130	1,700	1,953
CASSVA	420	37,277	15,174	52,871	35,578
St Benedict's Hospice	-	7,728	3,840	11,568	6,372
GP Project	-	22,429	5,130	27,559	29,093
IAPT	1,204	85,558	19,940	106,702	93,024
Macmillan Counselling Service	21	10,052	2,248	12,321	11,768
South Tyneside GP Project	-	1,083	249	1,332	3,558
REACH	-	6,974	1,430	8,404	7,149
MOJ/BTS	156	6,974	1,435	8,565	2,056
Occupational Health	-	6,974	1,503	8,477	4,086
CYPS - Participation Project	-	-	74	74	-
Talking Matters Northumberland	-	-	1,739	1,739	-
	<u>7,530</u>	<u>233,202</u>	<u>101,992</u>	<u>342,724</u>	<u>256,843</u>
Basis of allocation	Usage	Staff time	Usage		

Included within the above are governance costs of £11,655 (2015 - £3,350).

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2016	2015
	£	£
Auditors' remuneration	2,900	2,850
Depreciation - owned assets	7,530	8,109
Accountancy fees - other	<u>5,752</u>	<u>5,998</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the year ended 31 March 2015.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

Sunderland Counselling Service

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2016**

9. STAFF COSTS

	2016 £	2015 £
Wages and salaries	1,461,801	965,695
Social security costs	119,339	99,884
Other pension costs	34,119	9,353
	<u>1,615,259</u>	<u>1,074,932</u>

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

	2016	2015
Counselling and support	63	55
Administration	6	6
	<u>69</u>	<u>61</u>

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

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,427	-	3,427
Charitable activities			
Provision of counselling service	1,216,380	183,306	1,399,686
Investment income	981	-	981
Total	<u>1,220,788</u>	<u>183,306</u>	<u>1,404,094</u>
EXPENDITURE ON			
Charitable activities			
Provision of counselling service	834,004	122,368	956,372
Support costs	232,387	27,806	260,193
Total	<u>1,066,391</u>	<u>150,174</u>	<u>1,216,565</u>
NET INCOME/(EXPENDITURE)	<u>154,397</u>	<u>33,132</u>	<u>187,529</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	532,170	47,218	579,388
TOTAL FUNDS CARRIED FORWARD	<u>686,567</u>	<u>80,350</u>	<u>766,917</u>

11. TAXATION

The company is exempt from tax under Sections 466 to 493 Corporation Taxes Act 2010 as long as income is applied for charitable purposes only.

Notes to the Financial Statements - continued
for the Year Ended 31 March 2016**12. TANGIBLE FIXED ASSETS**

	Freehold property £	Leasehold Property £	Fixtures and fittings £	Equipment £	Totals £
COST					
At 1 April 2015	148,621	4,170	9,538	53,946	216,275
Additions	189,646	-	21,580	18,153	229,379
Disposals	-	(4,170)	-	-	(4,170)
At 31 March 2016	<u>338,267</u>	<u>-</u>	<u>31,118</u>	<u>72,099</u>	<u>441,484</u>
DEPRECIATION					
At 1 April 2015	-	4,170	6,512	43,265	53,947
Charge for year	1,128	-	1,682	4,720	7,530
Eliminated on disposal	-	(4,170)	-	-	(4,170)
At 31 March 2016	<u>1,128</u>	<u>-</u>	<u>8,194</u>	<u>47,985</u>	<u>57,307</u>
NET BOOK VALUE					
At 31 March 2016	<u>337,139</u>	<u>-</u>	<u>22,924</u>	<u>24,114</u>	<u>384,177</u>
At 31 March 2015	<u>148,621</u>	<u>-</u>	<u>3,026</u>	<u>10,681</u>	<u>162,328</u>

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Other debtors	27,586	32,991
Prepayments	<u>4,139</u>	<u>5,713</u>
	<u>31,725</u>	<u>38,704</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade creditors	26,633	12,152
Social security and other taxes	38,797	-
Accruals and deferred income	<u>145,383</u>	<u>8,693</u>
	<u>210,813</u>	<u>20,845</u>

Included in the above is deferred income as follows:

	2016 £	2015 £
Balance at 1 April 2015	-	6,250
Amount released to incoming resources	-	(6,250)
Amount deferred in year	<u>88,896</u>	<u>-</u>
Balance at 31 March 2016	<u>88,896</u>	<u>-</u>

Deferred income reflects funding received in respect of future accounting periods.

15. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	2016 £	2015 £
Expiring:		
Between one and five years	<u>3,873</u>	<u>16,000</u>

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total £
CASSVA - Big Lottery	1,045	54,903	55,948
Macmillan Counselling Service	119	(1,936)	(1,817)
South Tyneside GP Project	-	3,048	3,048
	<u>1,164</u>	<u>56,015</u>	<u>57,179</u>
Unrestricted funds	383,012	359,498	742,510
	<u>384,176</u>	<u>415,513</u>	<u>799,689</u>

17. MOVEMENT IN FUNDS

	At 1.4.15 £	Net movement in funds £	Transfers between funds £	At 31.3.16 £
Unrestricted funds				
Core fund	142,462	(11,635)	(2,362)	128,465
GP Project	233	(13,780)	13,547	-
IAPT	405,599	33,435	(13,547)	425,487
REACH	11,164	2,754	-	13,918
Community CAMHS Service	60,040	(7,338)	-	52,702
Schools	7,470	(1,109)	-	6,361
St Benedicts Hospice	4,809	6,207	-	11,016
MOJ/BTS	1,969	1,500	-	3,469
Occupational Health	(1,197)	(1,165)	2,362	-
CASSVA - CCG	54,018	34,591	-	88,609
CYP IAPT Participation Project	-	(74)	-	(74)
Place For You	-	5,166	-	5,166
Talking Matters Northumberland	-	7,391	-	7,391
	<u>686,567</u>	<u>55,943</u>	<u>-</u>	<u>742,510</u>
Restricted funds				
Macmillan Counselling Service	12,950	(14,767)	-	(1,817)
South Tyneside GP Project	4,855	(1,807)	-	3,048
CASSVA - Big Lottery Fund	62,545	(6,597)	-	55,948
	<u>80,350</u>	<u>(23,171)</u>	<u>-</u>	<u>57,179</u>
TOTAL FUNDS	<u>766,917</u>	<u>32,772</u>	<u>-</u>	<u>799,689</u>

17. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Core fund	102,437	(114,072)	(11,635)
GP Project	107,431	(121,211)	(13,780)
IAPT	522,025	(488,590)	33,435
REACH	39,995	(37,241)	2,754
Community CAMHS Service	219,845	(227,183)	(7,338)
Schools	7,780	(8,889)	(1,109)
St Benedicts Hospice	51,250	(45,043)	6,207
MOJ/BTS	45,000	(43,500)	1,500
Occupational Health	39,980	(41,145)	(1,165)
CASSVA - CCG	163,108	(128,517)	34,591
Place For You	5,922	(756)	5,166
Talking Matters Northumberland	383,765	(376,374)	7,391
CYP IAPT Participation Project	-	(74)	(74)
	<u>1,688,538</u>	<u>(1,632,595)</u>	<u>55,943</u>
Restricted funds			
Macmillan Counselling Service	36,587	(51,354)	(14,767)
South Tyneside GP Project	11,500	(13,307)	(1,807)
CASSVA - Big Lottery Fund	122,340	(128,937)	(6,597)
	<u>170,427</u>	<u>(193,598)</u>	<u>(23,171)</u>
TOTAL FUNDS	<u><u>1,858,965</u></u>	<u><u>(1,826,193)</u></u>	<u><u>32,772</u></u>

17. MOVEMENT IN FUNDS - continued

PURPOSES OF RESTRICTED FUNDS

South Tyneside GP Project

Grant funding allocated to the provision of counselling in 9 GP surgeries in South Tyneside.

Counselling for Adult Survivors of Sexual Violence and Abuse (CASSVA)

The provision of individual counselling for male and female survivors of rape and sexual abuse in Sunderland; and for male clients only in South Tyneside and Gateshead. Funded by the Big Lottery Fund.

Macmillan Counselling Service

The provision of individual counselling to people with any form of cancer, their families and/or carers.

PURPOSES OF DESIGNATED FUNDS

Community CAMHS Counselling Service

This service represents the provision of individual counselling support to children and young people.

GP Project

Contract funding allocated to the provision of counselling in 21 GP practices in Sunderland.

IAPT

Contract funding allocated to the provision of step 2 interventions within Sunderland's IAPT service; provision of therapy for people whose mental health and emotional wellbeing are affected by their caring responsibilities.

REACH

A service provided under contract to provide counselling services for recent victims of sexual violence across the Northumbria Police Force area.

Schools

A service to provide an effective school based counselling service for children and young people in the City of Sunderland.

Occupational Health

Contract held with Sunderland City Council for employee counselling, as part of their Occupational Health service.

In addition to the specific services set out above the charity provides a core service which is regarded as a general unrestricted fund covering inter alia general counselling, specific counselling, consultancy and training.

Counselling for Adult Survivors of Sexual Violence and Abuse (CASSVA)

The provision of individual counselling for male and female survivors of rape and sexual abuse in Sunderland; and for male clients only in South Tyneside and Gateshead. Funded by NHS Sunderland CCG.

CYP IAPT Participation Project

As part of the national CYP IAPT programme, a project designed specifically to promote the participation of children and young people, ensuring that their views and voices are heard in service design and delivery.

Place For You

A pilot project, involving the provision of supervision and counselling for victims and perpetrators of domestic violence.

Talking Matters Northumberland

In partnership with MHM and Efficacy, delivery of Northumberland's IAPT service.

IT Infrastructure Fund

A fund to provide for the development and implementation of an up to date IT system for our Sunderland based counselling services.

18. CONTINGENT LIABILITIES

Grants receivable and similar funding may be repayable if certain associated conditions are not, or have not been, met.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2016.

20. COMPANY LIMITED BY GUARANTEE

The liability of the members of the company is limited by guarantee. Each member has undertaken to contribute an amount not exceeding £1 towards any deficit arising in the event of the company being wound up.