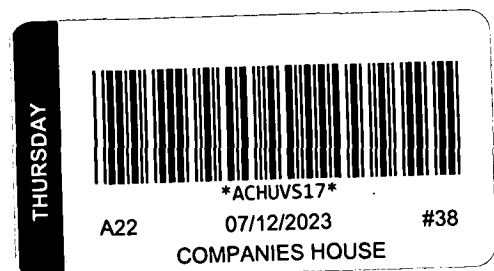


Charity registration number 1159057

Company registration number 03315039 (England and Wales)

**SUNDERLAND COUNSELLING SERVICE**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**



# SUNDERLAND COUNSELLING SERVICE

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mr C Sketchley Ms L H Bruton Mrs E M Watt Mrs A Loadman Mr B Greener Dr K Gilligan
<b>Chief Executive</b>	Mr Toby Sweet
<b>Secretary</b>	Mr B Greener
<b>Charity number</b>	1159057
<b>Company number</b>	03315039
<b>Registered office</b>	51 John Street Sunderland SR1 1QN
<b>Auditor</b>	Davies Tracey Swan House Westpoint Road Teesdale Business Park Stockton on Tees TS17 6BP
<b>Bankers</b>	HSBC Bank plc Unit 49-51 The Bridges Shopping Centre Market Square Sunderland SR1 3LE
<b>Solicitors</b>	BHP Law Westgate House Faverdale Darlington DL3 0PZ

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# **SUNDERLAND COUNSELLING SERVICE**

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# SUNDERLAND COUNSELLING SERVICE

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

### FOR THE YEAR ENDED 31 MARCH 2023

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The trustees present their annual report and financial statements for the year ended 31 March 2023.

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

#### Objectives and activities

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.

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

In pursuance of this mission Sunderland Counselling Service exists to:

- Promote and improve mental health and emotional wellbeing for adults.
- Provide services which assist in relieving suffering from emotional and / or mental distress.
- Improve the lives of men and women who have experienced sexual abuse and sexual violence in childhood and / or adulthood.
- Promote and improve positive mental health and emotional wellbeing for children and young people.
- Enable and empower users of our service to live independently in the community as valued citizens.
- Develop and maintain a professional and suitably qualified workforce.
- Maintain services that meet the needs of our clients.
- Work in partnership with other services in the statutory and voluntary sectors.
- 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:

- **GP / Primary Care Counselling Service:** providing individual time limited counselling in GP surgeries in Sunderland.
- **Bereavement Support:** provision of bereavement support groups for Sunderland residents.
- **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 from across the north east.
- **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 recent sexual assault across the Northumbria force area.
- **Cancer Counselling Service:** provides individual time limited counselling for adults suffering from any form of cancer who are receiving treatment in Sunderland, and for their adult family members / carers.
- **St Benedict's Hospice Service:** providing individual counselling and other forms of support for patients and family members, carers and children of patients at St Benedict's Hospice in Sunderland.
- **Community CAMHS Counselling Service:** provides individual counselling to children and young people in Sunderland, as part of the Community CAMHS service, in partnership with South Tyneside & Sunderland NHS Foundation Trust; we also employ half of the team of Children's Wellbeing Practitioners in the Community CAMHS Service.
- **Good Vibes:** working in collaboration with youth projects across Sunderland, we deliver individual counselling to young people accessing those youth projects.
- **Schools based Counselling Services:** we are directly commissioned by several schools across Sunderland to provide individual counselling for their pupils.

# SUNDERLAND COUNSELLING SERVICE

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

FOR THE YEAR ENDED 31 MARCH 2023

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- **Employee Counselling Services:** under contract to Sunderland City Council, providing occupational health counselling to council employees.
- **Sunderland Talking Therapies:** Working in partnership with Cumbria Northumberland Tyne & Wear NHS Foundation Trust to deliver Sunderland's Talking Therapies service, providing a stepped care model of interventions for people suffering from common mental health problems, including anxiety and depression. Our focus is on low intensity CBT at step 2 of the stepped care model.
- **Carers Counselling Service:** As part of Sunderland's Talking Therapies provision, a counselling service for people whose mental health and emotional wellbeing are affected by their caring responsibilities.
- **Northumberland Talking Therapies:** Working in partnership with Mental Health Matters to deliver Northumberland's Talking Therapies service, providing a stepped care model of interventions for people suffering from common mental health problems, including anxiety and depression. Our focus is on low intensity CBT and counselling elements of the service.
- **North Tyneside Talking Therapies:** provision of the counselling pathway of North Tyneside's Talking Therapies service, working at both steps 2 and 3 of the stepped care model.
- **Durham & Darlington Talking Therapies:** provision of the counselling pathway of Durham and Darlington's Talking Therapies service, at both steps 1 and 3 of the stepped care model.
- **CTT Counselling:** providing one to one counselling for patients accessing secondary care community mental health services in Sunderland and South Tyneside; launched April 2023.
- **Link work projects:** we deliver several social prescribing and link work projects in and around Sunderland including:
  - **Maternal Mental Health Link Work service:** for new and expectant parents in Sunderland who are experiencing mental health difficulties; launched June 2022.
  - **Community Mental Health Link Work service:** for adults in Sunderland experiencing mental health difficulties; launched June 2022.
  - **CAMHS Listening Ear service:** for parents of children and young people who are accessing Sunderland's CAMHS service, who are themselves experiencing mental health difficulties; launched January 2022.
  - **CYP Social Prescribing service:** for children and young people who are waiting for a formal treatment intervention from Sunderland's CCAMHS service; launched June 2023.
  - **PLT Link Work service:** providing additional support to patients with mental health difficulties who are in contact with the Psychiatric Liaison Team at Sunderland Royal Hospital; launched November 2023.
- **Maternal Mental Health Link Work service:** for new and expectant parents in Sunderland who are experiencing mental health difficulties; launched June 2022.
- **Community Mental Health Link Work service:** for adults in Sunderland experiencing mental health difficulties; launched June 2022.
- **CAMHS Listening Ear service:** for parents of children and young people who are accessing Sunderland's CAMHS service, who are themselves experiencing mental health difficulties; launched January 2022.
- **CYP Social Prescribing service:** for children and young people who are waiting for a formal treatment intervention from Sunderland's CCAMHS service; launched June 2023.
- **PLT Link Work service:** providing additional support to patients with mental health difficulties who are in contact with the Psychiatric Liaison Team at Sunderland Royal Hospital; launched November 2023.
- **Supervision and Professional Development:** the service provides trainee placement and volunteering opportunities for psychology students, trainee counsellors and other psychological therapists and provides clinical counselling supervision, training and professional development to its staff and volunteers; we also provide these services to other agencies.

# **SUNDERLAND COUNSELLING SERVICE**

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

**FOR THE YEAR ENDED 31 MARCH 2023**

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### **Philosophy**

Counselling, therapy and support services are informed by a person-centred philosophy where clients are at the heart of the therapeutic intervention. Key to counselling are the qualities of empathy, acceptance and congruence. The service adheres to the Ethical Framework for the Counselling Professions laid down by the British Association of Counselling & Psychotherapy (BACP) which emphasises principles of fidelity, autonomy, beneficence, non-maleficence, justice and self-respect. We maintain our 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.

### **Equalities Statement**

Sunderland Counselling Service is committed to making our services accessible to those who need them. Therefore, we operate an Equal Opportunities Policy, which applies equally to clients accessing our services 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. We will seek to assess individual need and provide services to meet this need wherever possible. This may include making reasonable adaptations to service delivery, such as providing accessible venues, interpreter provision, literature in a range of languages and meeting any preference on gender of therapist where available. We make no charge to our clients for any of the services we provide.

We further undertake not to discriminate against any prospective or current employee or volunteer for any reason. We will do all we can to ensure that our staff and volunteer teams are representative of the communities we exist to serve, that they are treated fairly and on the basis of merit and will do our best to provide positive opportunities for underrepresented groups.

We recognise that certain groups in society often experience discrimination – for example, due to their age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, gender, sex or sexual orientation. We seek to recognise, respect and value the contributions made by individuals and support them to deliver their work in a fair and equitable manner. We seek to create a working environment free of bullying, harassment, victimisation and unlawful discrimination. We will not collude with acts of discrimination or harassment and will challenge systemic and structural discrimination wherever we encounter it.

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 Policy, 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 personal and professional 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 with many other agencies in the statutory and voluntary sectors across our region.

# SUNDERLAND COUNSELLING SERVICE

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

### FOR THE YEAR ENDED 31 MARCH 2023

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#### Achievements and performance

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

#### Highlights and achievements of the year

##### NHS Talking Therapies services (formerly known as IAPT):

- From 1st April 2022, our contracts for the provision of Sunderland's Primary Care Counselling service and our elements of the NHS Sunderland Talking Therapies service moved over to CNTW, to whom we now act as a sub-contractor; these contracts are securely in place until March 2025.
- NHS Sunderland Talking Therapies met the national recovery target in almost every month of the year and met the target for the whole year, with our Psychological Wellbeing Practitioners and Carers Therapist playing a major role in this achievement.
- The Primary Care Counselling service also met the national recovery target nearly every month of the year and achieved the target for the whole year. Reliable improvement outcomes were consistently strong, demonstrating the positive impact that our services have for the people who use them.
- Plans to integrate primary care counselling services in Sunderland into the service offer available through NHS Sunderland Talking Therapies, accessible via a single point of access, made further progress, with implementation planned for 1st April 2023. This work was supported by successful approval of the business case which ensures increased capacity within this new integrated model.
- The contract for NHS Northumberland Talking Therapies remains in place from August 2021 to August 2024. The service as a whole met national targets for recovery for the year, and our PWP's and counsellors achieved these as distinct modalities.
- In NHS North Tyneside Talking Therapies our counsellors at step 2 continued to deliver recovery rates well above the required targets. Based on this, we agreed plans with Northumbria Healthcare to expand our counselling provision to include a counselling pathway at step 3 of the model on a one-year pilot basis from April 2022. This has proved so successful that the arrangement has been made a permanent part of the contract from April 2023.
- Delivery of counselling in NHS Durham & Darlington Talking Therapies was expanded during the year at both step 1 and step 3. Our step 3 counsellors began to consistently meet recovery targets.
- Following our work with colleagues from NHS England, Health Education England and across the psychological professions to develop a new pilot training programme for counsellors in the NHS, we were delighted to welcome 4 trainees to the Durham & Darlington service in September 2022.
- Common issues facing all Talking Therapies services, both regionally and nationally, are the need to increase access figures and reduce waiting times for therapy and we continued to work hard with all partners to improve these positions.
- We worked with the North East & North Cumbria Staff Wellbeing hub to offer bereavement counselling for NHS and social care staff who were receiving support from that service.
- Our Chief Executive was appointed as the North East & North Cumbria Clinical Lead for NHS Talking Therapies from April 2022, co-ordinating collaboration, service improvement and the sharing of best practice between all services in our region.

##### Sexual Violence:

- Our Counselling for Adult Survivors of Sexual Violence and Abuse (CASSVA) service, funded by Sunderland NHS commissioners, had the contract extended for a further year until 31st March 2023.
- From 1st January 2022, Sunderland commissioners also took on the commissioning of the REACH service, acting on behalf of all health commissioners in the Northumbria Police Force area and extended the contract to March 2023.
- We kept all services for victims of sexual violence running effectively, and so we maintained our waiting lists at the lowest levels we have achieved in several years.
- Once again, we secured additional funding from the Northumbria Police and Crime Commissioner and the Ministry of Justice, to support our work in the CASSVA and REACH projects.
- Our bid to the Northumbria PCC for three year funding from 2023-26 was successful, giving the service a further element of stability, although this will be at a reduced level.

# SUNDERLAND COUNSELLING SERVICE

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

FOR THE YEAR ENDED 31 MARCH 2023

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### **Cancer and palliative care:**

- We have continued to provide counselling for cancer patients in Sunderland with much appreciated support from Sunderland NHS commissioners this year. This grant means this service is secure until March 2025 and has meant that we were able to expand our offer to support family members and carers of cancer patients in the city during the year.
- Counselling provision at St Benedict's Hospice is agreed until March 2024 and continues to deliver great benefits for patients, family members, carers and their children.
- We joined the Cancer network and also joined a regional collaborative project led by the Northern Cancer Alliance to improve mental wellbeing for people affected by cancer.

### **Children and young people:**

- The contract for our Sunderland Community CAMHS Counselling Service was again extended for a further year until 31st March 2023.
- The main challenge has been to keep waiting lists and waiting times as low as possible in the face of escalating need and so we are delighted that we reached agreement with our commissioners to expand the service capacity in 2022-23. This has allowed us to recruit more counsellors and to create a new Senior Children's Wellbeing Practitioner role.
- In January 2022, we launched a new Listening Ear project, to provide short term practical and emotional support to parents and carers of young people who are receiving services from Community CAMHS, which has started to deliver real benefits over the course of the year. Sunderland commissioners agreed to support this project for a further two years from April 2023.
- Our Good Vibes project, a collaboration with the Sunderland All Together youthwork consortium to deliver counselling in youth projects across Sunderland, reached its second anniversary in August 2022 and demonstrates the need for having services available in places that are accessible to young people. With Big Lottery Funds due to end in August 2023, we were delighted that Sunderland commissioners agreed to fund the project for a further year, which then gave time for a further bid to be submitted to the Big Lottery Fund, which has been successful.

### **Link Work and other services in Sunderland:**

- As part of work to transform community mental health services, we made a successful bid for a pilot project to provide social prescribing and link work for people with mental health problems in Sunderland. This service launched in June 2022.
- Our maternal mental health link work project also launched in June 2022.
- Planning continued for a social prescribing project for children and young people, planned to launch in April 2023.
- We entered into successful discussions with CNTW and Sunderland commissioners for a link work project aimed at patients accessing the Psychiatric Liaison Team at the Sunderland Royal Hospital, with the aim of launching this project in 2023-24.
- We entered into successful discussions with CNTW to place counsellors into their community treatment teams in Sunderland and South Tyneside, with the aim of launching this project in 2023-24.
- Our bereavement support groups continued to offer valuable support to bereaved Sunderland residents throughout the year.
- Our occupational health counselling service continued to provide support to employees of the city council throughout the year.
- During the year we have revised and enhanced a robust volunteer process with a focus on recruitment, induction, ongoing support and supervision. We recruited 5 volunteer counsellors, 3 of whom have so far successfully completed their counselling placement with us and 2 continue to volunteer. We also recruited an administrative apprentice who has since been offered a paid role with us.

# SUNDERLAND COUNSELLING SERVICE

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

### FOR THE YEAR ENDED 31 MARCH 2023

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#### Quality and standards:

- We maintained our service accreditations with BACP, our professional governing body, for our adult and young people's counselling services.
- We maintained service accreditation with the Male Survivors Partnership, a national group of organisations that work with male survivors of sexual violence and abuse.
- We successfully submitted our NHS Data Security Protection Toolkit and achieved Cyber Essentials accreditation.
- We achieved accreditation as a Mindful Employer.
- Our client engagement forum continued to meet on a quarterly basis.
- Our Equality and Diversity working group has met regularly and has instigated a series of quarterly training and development activities, open to all staff.
- We operate a hybrid model across the majority of our services. We provide support in person, by telephone and by secure video platform, making our services more accessible and convenient for our clients.
- Many of our managers and leaders have been trained in NHS Talking Therapies Leadership approaches. Staff have been supported through training in evidence-based modalities such as low intensity CBT and Person Centred Experiential Counselling for Depression. We have also offered localised training to meet the needs of our services including group work delivery, effective case note writing, and risk management.

#### Financial review

##### Financial position

The charity had net assets of £5,441,179 at 31 March 2023, having generated a surplus of £628,554 in the year then ended (of which £115,774 related to restricted funds). Net current assets amounted to £5,103,480 which included cash at bank of £3,784,289. Unrestricted funds totalled £3,223,273 and restricted funds totalled £2,217,906.

##### 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 £2,080,000. The general fund reserve at 31 March 2023 amounted to £2,888,492. The management committee considers that the level of reserves held (approximately 8 months) is reasonable and appropriate so as to enable the charity to best function in the currently challenging economic times.

##### 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:

- NHS North East and North Cumbria ICB
- Northumberland Clinical Commissioning Group
- St. Benedict's Hospice Charity
- NHS England
- Health Education England
- Northumbria Police and Crime Commissioner
- Northumbria Healthcare Foundation Trust
- Sunderland City Council
- Tees Esk & Wear Valley NHS Foundation Trust
- Sunderland All Together Consortium
- Ways to Wellness
- Cumbria, Northumberland, Tyne and Wear NHS Foundation Trust
- NHS County Durham CCG
- Together for Children

# SUNDERLAND COUNSELLING SERVICE

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

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### **Risk management**

The trustees have conducted a review of major risks to which the charity is exposed, including risks pertaining to information governance. Systems and procedures have been established to mitigate those risks identified.

### **Future plans for 2023 - 24**

Plans for the coming financial year are as follows:

#### **NHS Talking Therapies services (formerly known as IAPT):**

- We will work with commissioners and colleagues in Talking Therapies services in Northumberland, Durham & Darlington, North Tyneside and Sunderland to meet national targets with a particular focus on reducing waiting times for therapy whilst maintaining strong recovery and reliable improvement across all modalities.
- In particular we will demonstrate the value and effectiveness of counselling within these services and the benefit of investing adequately in the counselling teams.
- Through our involvement with the Talking Therapies clinical network, we will collaborate with colleagues in other services, universities and commissioners to try and address the common problems faced by Talking Therapies around recruitment and retention of staff.

#### **Sexual Violence:**

- Given the challenges we have faced in maintaining funding for working with victims of sexual violence, we will continue to try and secure adequate long term funding for this invaluable area of work.
- We will retain our service accreditation with the Male Survivors Partnership, demonstrating our commitment to making sexual violence services equally accessible to male and female survivors, whilst paying attention to the specific needs of male clients.

#### **Cancer and palliative care:**

- We will maintain our enhanced service offer to support patients, family members and carers of cancer patients in the city.
- Counselling provision at St Benedict's Hospice is agreed until March 2024 and so we will aim to secure further funding for the service beyond that date.
- We will continue our involvement in the regional collaborative project led by the Northern Cancer Alliance to improve mental wellbeing for people affected by cancer, which will include contributions from our specialist cancer services and our Talking Therapies services.

#### **Children and Young People:**

- Having secured additional funding to expand the CAMHS Counselling service, we will make good use of it to significantly reduce waiting times for children and young people.
- We will collaborate with commissioners and partners in the review and transformation of child and adolescent mental health services in Sunderland, including ways in which young people and families access and engage with services.
- We will launch an innovative new social prescribing project for children and young people in Sunderland.

#### **Link Work and other services in Sunderland:**

- We will launch the link work project aimed at patients accessing the Psychiatric Liaison Team at the Sunderland Royal Hospital.
- We will launch our pilot counselling service for people who are supported by the community treatment teams in Sunderland and South Tyneside, enhancing the range of talking therapies available within those teams.
- We will work hard to evidence the impact and value of the pilot projects that we have set up in this and preceding years and source sufficient funds to ensure their continuation; this includes the maternal mental health link work project, the community mental health link work project, the PLT link work project and the CTT counselling project.

# SUNDERLAND COUNSELLING SERVICE

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

**FOR THE YEAR ENDED 31 MARCH 2023**

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### Developing our organisation:

- We will continue to develop our workforce, investing in suitable training for existing staff and volunteers and recruiting trainee staff as appropriate. In particular we will encourage as many of our counsellors as possible to undertake training in recognised evidence-based therapies, such as Counselling for Depression.
- We will develop new placement opportunities for psychology degree students in collaboration with Sunderland University.
- We recognise the challenges faced by our staff and clients during the current economic crisis and will look for ways to support them as much as we can, including providing and developing new services that we may previously not have delivered.
- We will review our staff benefits offer, in our efforts to remain an attractive and supportive employer.
- We will achieve accreditation as a Living Wage employer.
- We will further develop our plans to reduce our environmental impact and carbon footprint.
- We will further develop our plans to improve our approach to issues of equality, diversity and inclusion, with a particular focus on how we adapt and deliver services for people with autism and neurodiverse client groups.
- As 2023 marks our 40th anniversary we will launch several new schemes to celebrate that fact, including a counselling student bursary scheme in collaboration with Sunderland University and a small grants programme for other charities who share our aims and who may reach people we do not.

### Structure, governance and management

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.

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

Mr C Sketchley

Ms L H Bruton

Mrs E M Watt

Ms L Morris

(Resigned 31 October 2022)

Mrs A Loadman

Mr B Greener

Dr K Gilligan

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.

# SUNDERLAND COUNSELLING SERVICE

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

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### 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.

### Key management remuneration

The pay of all staff is reviewed annually by the board of trustees and normally increased in line with average earnings. In view of the nature, size and growth of the charity, salaries for senior staff are benchmarked against charities of similar size, complexity and reach. NHS salary scales for comparable roles are considered, given the large amount of collaboration and partnership working we do with NHS organisations. Affordability is a key factor, as well as growth of the charity in the preceding year and any significant changes in individual job roles, scale or remit.

### Statement of trustees' responsibilities

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

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

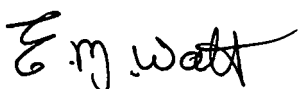
In preparing these financial statements, the trustees are required to:

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

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

### Disclosure of information to auditor

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



**Mrs E M Watt**  
Chair of Board of Trustees  
Dated: 30 November 2023

# SUNDERLAND COUNSELLING SERVICE

## INDEPENDENT AUDITOR'S REPORT

### TO THE MEMBERS OF SUNDERLAND COUNSELLING SERVICE

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#### Opinion

We have audited the financial statements of Sunderland Counselling Service (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

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

#### Conclusions relating to going concern

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

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

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

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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

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

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

# SUNDERLAND COUNSELLING SERVICE

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE MEMBERS OF SUNDERLAND COUNSELLING SERVICE

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

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

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

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is the extent to which an audit conducted under ISAs (UK) is capable of detecting irregularities, including fraud. Our procedures include:

- obtaining an understanding of the legal and regulatory frameworks applicable to the charity, such as the Companies Act 2006 and relevant charity and tax legislation, and obtaining an understanding of how the charity complies with those frameworks;
- assessing the susceptibility of the charity's financial statements to material misstatement, including how fraud might occur, with audit procedures including: considering internal controls; testing supporting documentation; enquiring of the charity's management; reviewing minutes of trustees' meetings; and obtaining written confirmations.

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

# **SUNDERLAND COUNSELLING SERVICE**

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

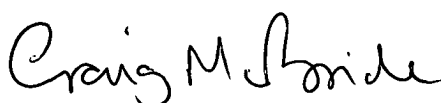
### **TO THE MEMBERS OF SUNDERLAND COUNSELLING SERVICE**

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

#### **Use of our report**

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



**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

30 November 2023

# SUNDERLAND COUNSELLING SERVICE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
<b>Income from:</b>							
Donations and legacies	3	62,245	660,458	722,703	428	1,829,036	1,829,464
<b>Charitable activities</b>							
Provision of counselling service	4	4,598,681	130,534	4,729,215	4,313,787	62,015	4,375,802
Investments	5	2,058	-	2,058	409	-	409
<b>Total income</b>		<b>4,662,984</b>	<b>790,992</b>	<b>5,453,976</b>	<b>4,314,624</b>	<b>1,891,051</b>	<b>6,205,675</b>
<b>Expenditure on:</b>							
<b>Charitable activities</b>							
Provision of counselling service	6	4,150,204	675,218	4,825,422	3,581,505	391,992	3,973,497
<b>Total charitable expenditure</b>		<b>4,150,204</b>	<b>675,218</b>	<b>4,825,422</b>	<b>3,581,505</b>	<b>391,992</b>	<b>3,973,497</b>
<b>Net income for the year/ Net movement in funds</b>		<b>512,780</b>	<b>115,774</b>	<b>628,554</b>	<b>733,119</b>	<b>1,499,059</b>	<b>2,232,178</b>
Fund balances at 1 April 2022		2,710,493	2,102,132	4,812,625	1,977,374	603,073	2,580,447
<b>Fund balances at 31 March 2023</b>		<b>3,223,273</b>	<b>2,217,906</b>	<b>5,441,179</b>	<b>2,710,493</b>	<b>2,102,132</b>	<b>4,812,625</b>

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

All income and expenditure derive from continuing activities.

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

# SUNDERLAND COUNSELLING SERVICE

## BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Fixed assets</b>					
Tangible assets	12		337,699		336,297
<b>Current assets</b>					
Debtors	13	1,469,735		1,215,987	
Cash at bank and in hand		3,784,289		3,640,984	
		<u>5,254,024</u>		<u>4,856,971</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(150,544)</u>		<u>(380,643)</u>	
Net current assets			5,103,480		4,476,328
<b>Total assets less current liabilities</b>			<u>5,441,179</u>		<u>4,812,625</u>
<b>Income funds</b>					
Restricted funds	15	2,217,906		2,102,132	
Unrestricted funds		3,223,273		2,710,493	
		<u>5,441,179</u>		<u>4,812,625</u>	

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

The financial statements were approved by the Board of Trustees on 30 November 2023 and were signed on its behalf by:



Mrs E M Watt  
Chair of Board of Trustees

Company registration number 03315039

# SUNDERLAND COUNSELLING SERVICE

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	20		168,822		1,833,540
<b>Investing activities</b>					
Purchase of tangible fixed assets		(27,575)		(19,954)	
Investment income received		2,058		409	
<b>Net cash used in investing activities</b>			(25,517)		(19,545)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			143,305		1,813,995
Cash and cash equivalents at beginning of year			3,640,984		1,826,989
<b>Cash and cash equivalents at end of year</b>			<u>3,784,289</u>		<u>3,640,984</u>

*Handwritten signature*

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

##### Charity information

Sunderland Counselling Service is a private company limited by guarantee incorporated in England and Wales. The registered office is 51 John Street, Sunderland, SR1 1QN.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles, the Companies Act 2006, Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

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

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

##### 1.2 Going concern

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

##### 1.3 Charitable funds

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

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

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

##### 1.4 Income

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.

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.

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.

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 1 Accounting policies

(Continued)

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.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

#### 1.5 Expenditure

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.

#### 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:

Freehold land and buildings	over 50 years on a straight line basis
Fixtures and fittings	15% reducing balance/20% on cost
Equipment	15%-33% reducing balance/20-25% on cost

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

#### 1.7 Impairment of fixed assets

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

#### 1.8 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.

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2023

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#### 1 Accounting policies

(Continued)

##### 1.9 Financial instruments

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

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

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

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

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

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

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

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

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

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

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

##### 1.10 Taxation

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

##### 1.11 Employee benefits

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

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

##### 1.12 Retirement benefits

The charity 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 £106,199 (2022 - £90,071).

At 31 March 2023 total employer and employee contributions of £21,653 were outstanding (2022 - £18,893).

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 2 Critical accounting estimates and judgements

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

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

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	2022 £
Donations and gifts	60	-	60	428	-	428
Grants receivable	62,185	660,458	722,643	-	1,829,036	1,829,036
	<u>62,245</u>	<u>660,458</u>	<u>722,703</u>	<u>428</u>	<u>1,829,036</u>	<u>1,829,464</u>
<b>Grants receivable for core activities</b>						
Cancer Counselling Service	-	-	-	-	361,476	361,476
CCAMHS Expansion	-	394,512	394,512	-	586,914	586,914
CYP Social Prescribing	-	26,000	26,000	-	279,958	279,958
CMHT	-	100,000	100,000	-	112,000	112,000
CTT Counselling	-	-	-	-	192,788	192,788
CMHF	-	-	-	-	126,664	126,664
PLT/ED	-	101,946	101,946	-	-	-
Other	62,185	38,000	100,185	-	169,236	169,236
	<u>62,185</u>	<u>660,458</u>	<u>722,643</u>	<u>-</u>	<u>1,829,036</u>	<u>1,829,036</u>

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 3 Donations and legacies

(Continued)

#### Donated goods and services

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.

### 4 Charitable activities

	Provision of counselling service 2023 £	Provision of counselling service 2022 £
Services provided under contract	4,729,215	4,375,802
<b>Analysis by fund</b>		
Unrestricted funds	4,598,681	4,313,787
Restricted funds	130,534	62,015
	<u>4,729,215</u>	<u>4,375,802</u>

#### Charitable trading income

##### Bereavement Support

Grant funding received from Awards for All, for the purposes of developing and delivering support groups for people affected by bereavement.

##### Cancer Counselling Service

The provision of individual counselling to people with any form of cancer.

##### Community CAMHS Counselling Service

Contract held with NHS Sunderland CCG for the provision of individual counselling support to children and young people and interventions delivered by CWP's, in Sunderland.

##### Community Transformation (Adult Transformation, CMHT, CMHF)

Grant funding from Sunderland CCG to support the transformation of mental health services.

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

Contract held with NHS Sunderland CCG for the provision of individual counselling for male and female survivors of rape and sexual abuse in Sunderland.

##### CTT Counselling

A pilot project to provide counselling in the community treatment teams in Sunderland and South Tyneside.

##### CYP Social Prescribing

A pilot project to deliver social prescribing for children and young people in Sunderland.

##### Durham & Darlington Talking Therapies

Under contract to TEWW NHS Foundation Trust, provision of counselling at steps 1 and 3 in the Talking Therapies service covering County Durham & Darlington.

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 4 Charitable activities

(Continued)

#### Good Vibes

A project funded by the Big Lottery Fund and led by the Sunderland All Together youth consortium; we deliver counselling in youth projects across the city.

#### GP Project

Contract held with CNTW for the provision of counselling in GP practices in Sunderland.

#### North Tyneside Talking Therapies

Under contract to NHS Northumbria Healthcare for the provision of the counselling element of North Tyneside's Talking Therapies service.

#### Northumberland Talking Therapies

In partnership with MHM, delivery of Northumberland's Talking Therapies service.

#### Northumbria Police and Crime Commissioner

Grant funding from the Northumbria PCC, with which we augment our service provision within the CASSVA service to increase overall service capacity and address gaps in service provision for male rape victims in the region.

#### Occupational Health

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

#### 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.

#### St Benedicts Hospice

Providing individual counselling and other forms of support for patients and family members, carers and children of patients at St Benedict's Hospice in Sunderland.

#### Sunderland Talking Therapies

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

### 5 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	2,058	409

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 6 Charitable activities

	Provision of counselling service 2023 £	Provision of counselling service 2022 £
Staff costs	3,927,293	3,230,713
Telephone	22,971	19,767
Direct service costs	320,280	82,919
Advertising	2,276	1,249
Printing, postage and stationery	5,200	1,790
Training and supervision	31,206	134,542
Travel and volunteers expenses	6,305	366
Other costs	27,966	44,056
	<u>4,343,497</u>	<u>3,515,402</u>
Share of support costs (see note 7)	477,525	451,340
Share of governance costs (see note 7)	4,400	6,755
	<u>4,825,422</u>	<u>3,973,497</u>
<b>Analysis by fund</b>		
Unrestricted funds	4,150,204	3,581,505
Restricted funds	675,218	391,992
	<u>4,825,422</u>	<u>3,973,497</u>

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 7 Support costs

	Support costs	Governance costs	2023	Support costs	Governance costs	2022
	£	£	£	£	£	£
Staff costs	304,646	500	305,146	316,959	500	317,459
Depreciation	26,173	-	26,173	23,323	-	23,323
Rates and water	336	-	336	396	-	396
Insurance	8,375	-	8,375	8,382	-	8,382
Light and heat	4,679	-	4,679	4,751	-	4,751
Rent	13,444	-	13,444	8,846	-	8,846
Repairs and maintenance	88,709	-	88,709	53,133	-	53,133
Accountancy	10,938	-	10,938	8,978	-	8,978
Legal and professional fees	20,165	-	20,165	26,590	2,555	29,145
Bank charges	60	-	60	(18)	-	(18)
Audit fees	-	3,900	3,900	-	3,700	3,700
	<u>477,525</u>	<u>4,400</u>	<u>481,925</u>	<u>451,340</u>	<u>6,755</u>	<u>458,095</u>
Analysed between						
Charitable activities	<u>477,525</u>	<u>4,400</u>	<u>481,925</u>	<u>451,340</u>	<u>6,755</u>	<u>458,095</u>

#### Basis of apportionment

Staff costs - time spent

Depreciation and other overheads - usage

### 8 Auditor's remuneration

Fees payable to the charity's auditor and associates:

	2023	2022
	£	£
Audit of the charity's annual accounts	<u>3,900</u>	<u>3,700</u>
<b>Non-audit services</b>		
All other non-audit services	<u>10,938</u>	<u>8,978</u>

### 9 Trustees

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

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 10 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Counselling and support	134	125
Administration	12	11
Total	146	136

Employment costs	2023 £	2022 £
Wages and salaries	3,769,552	3,177,575
Social security costs	356,688	280,526
Other pension costs	106,199	90,071
	4,232,439	3,548,172

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

	2023 Number	2022 Number
£70,001 - £75,000	-	1
£75,001 - £80,000	1	-

### 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.

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 12 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Equipment £	Total £
<b>Cost</b>				
At 1 April 2022	338,267	31,119	135,892	505,278
Additions	-	-	27,575	27,575
At 31 March 2023	338,267	31,119	163,467	532,853
<b>Depreciation and impairment</b>				
At 1 April 2022	41,719	29,648	97,614	168,981
Depreciation charged in the year	6,765	1,175	18,233	26,173
At 31 March 2023	48,484	30,823	115,847	195,154
<b>Carrying amount</b>				
At 31 March 2023	289,783	296	47,620	337,699
At 31 March 2022	296,548	1,471	38,278	336,297

### 13 Debtors

	2023 £	2022 £
<b>Amounts falling due within one year:</b>		
Other debtors	1,332,741	1,174,766
Prepayments and accrued income	136,994	41,221
	<u>1,469,735</u>	<u>1,215,987</u>

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

	2023 £	2022 £
Other taxation and social security	87,102	75,702
Trade creditors	34,314	27,393
Accruals and deferred income	29,128	277,548
	<u>150,544</u>	<u>380,643</u>

Included in the above is deferred income of £Nil (2022 : £251,180).

## SUNDERLAND COUNSELLING SERVICE

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

#### 15 Restricted funds

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

	Movement in funds				Movement in funds				
	Balance at 1 April 2021	Incoming resources	Resources expended	Transfers	Balance at 1 April 2022	Incoming resources	Resources expended	Revaluations, gains and losses	Balance at 31 March 2023
	£	£	£	£	£	£	£	£	£
Cancer Counselling Service	75,536	362,963	(51,770)	(50,000)	336,729	-	(68,540)	-	268,189
South Tyneside GP Project	3,048	-	-	-	3,048	-	-	-	3,048
Bereavement Support	1,320	-	(1,526)	-	(206)	-	(1,866)	-	(2,072)
Ministry of Justice Male Rape Support Fund/BTS	(138)	21,495	(21,496)	-	(139)	-	-	-	(139)
CCAMHS	200,000	698,914	-	-	898,914	394,512	(259,806)	(7,829)	1,025,791
Good Vibes	1,957	39,033	(38,654)	-	2,336	39,039	(40,525)	-	850
Covid 19 Community Fund	106,350	-	(84,863)	-	21,487	-	(14,725)	-	6,762
Adult transformation	100,000	-	-	-	100,000	-	-	-	100,000
IAPT Network Funding	115,000	-	(105,629)	-	9,371	-	-	-	9,371
Northern Cancer Alliance	-	-	-	50,000	50,000	-	-	-	50,000
Northumbria Police and Crime Commissioner	-	81,356	(81,042)	-	314	91,495	(91,809)	-	-
Listening Ear	-	37,366	(6,947)	-	30,419	-	(38,248)	7,829	-
MMHS	-	9,000	(65)	-	8,935	38,000	(32,140)	-	14,795
CMHF	-	126,664	-	-	126,664	100,000	(100,968)	-	125,696
CTT Counselling	-	192,788	-	-	192,788	-	(50)	-	192,738
CYP	-	279,958	-	-	279,958	26,000	(6,352)	-	299,606
PTSMHP	-	41,514	-	-	41,514	-	(20,189)	-	21,325
PLT/ED	-	-	-	-	-	101,946	-	-	101,946
	<u>603,073</u>	<u>1,891,051</u>	<u>(391,992)</u>	<u>-</u>	<u>2,102,132</u>	<u>790,992</u>	<u>(675,218)</u>	<u>-</u>	<u>2,217,906</u>

# SUNDERLAND COUNSELLING SERVICE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

### 16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Tangible assets	334,781	2,918	337,699	333,065	3,232	336,297
Current assets/(liabilities)	2,888,492	2,214,988	5,103,480	2,377,428	2,098,900	4,476,328
	<u>3,223,273</u>	<u>2,217,906</u>	<u>5,441,179</u>	<u>2,710,493</u>	<u>2,102,132</u>	<u>4,812,625</u>

### 17 Financial commitments, guarantees and contingent liabilities

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

### 18 Operating lease commitments

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

	2023 £	2022 £
Within one year	1,046	1,252
Between two and five years	1,175	3,046
	<u>2,221</u>	<u>4,298</u>

### 19 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	<u>258,701</u>	<u>223,490</u>

## SUNDERLAND COUNSELLING SERVICE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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<b>20</b>	<b>Cash generated from operations</b>	<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
	Surplus for the year	628,554	2,232,178
	Adjustments for:		
	Investment income recognised in statement of financial activities	(2,058)	(409)
	Depreciation and impairment of tangible fixed assets	26,173	23,323
	Movements in working capital:		
	(Increase) in debtors	(253,748)	(680,103)
	(Decrease)/increase in creditors	(230,099)	258,551
	<b>Cash generated from operations</b>	<u>168,822</u>	<u>1,833,540</u>
<b>21</b>	<b>Analysis of changes in net funds</b>		
	The charity had no debt during the year.		
<b>22</b>	<b>Company limited by guarantee</b>		

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.