

Company registration number: 08107587

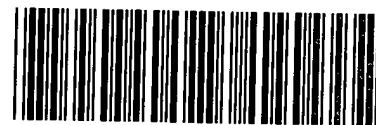
Charity registration number: 1148858

**The Mitie Foundation
(A company limited by guarantee)**

Report and financial statements

For the year ended 31 March 2015

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**The Mitie Foundation
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The Mitie Foundation**08107587****Legal and administrative details****Directors/Trustees**

S C Baxter

P A Cooper

R McGregor-Smith

The directors/trustees have delegated day to day management of the charity to Paddy Stanley, Head of the Mitie Foundation.

Secretary

Mitie Company Secretarial Services Limited

Registered office

1 Harlequin Office Park

Fieldfare

Emersons Green

Bristol

BS16 7FN

Company number

08107587

Charity number

1148858

Bankers

Lloyds

55 Corn Street

Bristol

Solicitors

Osborne Clarke

2 Temple Back East

Temple Quay

Bristol

Auditor

Burton Sweet

Pembroke House

15 Pembroke Road

Clifton

Bristol

Directors'/trustees' report

The directors/trustees present their annual report and audited financial statements of The Mitie Foundation ("the Foundation") for the year ended 31 March 2015. This report and the financial statements have been prepared in accordance with the provisions applicable to small companies entitled to the small companies' exemption and in accordance with the accounting policies set out on page 12.

The legal and administrative details set out on page 2 form part of this report. The financial statements comply with the current statutory requirements, the Foundation's memorandum and articles of association and the Statement of Recommended Practice 2005 – Accounting and Reporting by Charities. The financial statements have been prepared under the historical cost convention, in accordance with applicable accounting standards and the Companies Act 2006.

Structure, governance and management

The Foundation is a company limited by guarantee and its directors, for the purposes of company law are also trustees for the purposes of charity law and those who served during the year and to date are shown on page 2. For the purposes of this report they will be referred to as trustees.

The Foundation was incorporated on 15 June 2012, registered as a charity on 6 September 2012 and began its activities on 1 April 2013. There were no transactions in the period from 15 June 2012 to 31 March 2013 and the charitable company filed dormant accounts for that period.

On appointment, new trustees sign a model trustee declaration statement committing them to giving their time and expertise. New trustees are fully briefed on the objectives of the Foundation and their role as trustees. They are also provided with a copy of the Charities Commission Guidance for trustees and a copy of the Foundation's memorandum and articles of association.

Trustees give their time voluntarily and receive no remuneration or other benefits. Trustees are required to disclose all relevant interests and withdraw from decisions where a conflict of interest arises.

There must be a minimum of two trustees but no more than nine. Up to three trustees may be appointed by Mitie Group plc ("Mitie") by way of written notice to the Foundation. Currently 2 (2014: 2) trustees are appointed by Mitie. Remaining trustees may be appointed by ordinary resolution or by a decision of the trustees.

The trustees are responsible for determining the overall strategy of the Foundation, however they have delegated day to day management responsibilities to Paddy Stanley, Head of the Mitie Foundation.

The trustees have considered the major risks to which the Foundation is exposed. These have been reviewed and systems and procedures have been established to manage those risks.

Objectives and activities

The Foundation's vision is to raise aspirations and unlock people's true potential. The objects of the Foundation as set out in its articles of association are broad allowing the charity to carry on any charitable activity within the law. Currently the Foundation has three main objectives:

- To enhance employability
- To encourage enterprise
- To inspire young people

Directors'/trustees' report (continued)

Enhancing employability

Helping hard-to-reach unemployed get into work is one of the core aims of the Foundation. The Foundation works in partnership with JobCentre Plus ("JCP") to deliver two employability programmes (Ready2Work and Work Experience) which give people a chance to demonstrate their skills, primarily through on the job work experience. The Foundation uses its relationship with Mitie as well as other organisations to secure appropriate work placements for JCP candidates and helps them seek employment at the end of the course. On both programmes the candidates receive coaching and support from the Foundation team, specifically focussing on identifying transferable employability skills and making sure their CV's reflect these. The candidates on the Ready2Work programme also benefit from a pre-employment training week, run by the Foundation team, which is designed to clarify workplace expectations and encourage participants to step outside their comfort zones in order to develop confidence and communication skills.

Encouraging enterprise

In line with the ethos of Mitie, the Foundation also aims to encourage enterprise. In collaboration with our partner, Working Knowledge, we have established the Business Development Academy. The Academy provides a one-year business training programme that enables talented, ambitious young people to secure fulfilling employment through an intensive training programme followed by a business apprenticeship with Mitie.

The Mitie Foundation has partnered with Big Issue Invest, supporting social enterprises in their Tech for Good Challenge. We are currently providing business mentoring support to Life Changes Trust and Big Issue Invest's Corporate Social Venturing Programme in Scotland to help people affected by dementia and also care experienced young people. The Foundation continued its collaboration with Mosaic, including events to encourage ex-offenders at HMP ISIS to raise their aspirations.

Inspiring young people

The Foundation's objective to inspire young people is supported by the wider Mitie business; the Foundation coordinates volunteering activity in schools, academies and colleges, helping to inspire the next generation to choose a rewarding career. Activities include Business Challenge Days, World of Work, mock interviews, CV advice, careers fairs; many of which are organised by local Education Business Partnerships, Inspiring the Future and Working Knowledge. The events are often linked to the Foundation's enterprise objective. The Foundation also continues to support the skills centres, located at seven UK schools, which were established by Mitie as a legacy to the late David Telling, by providing materials and other resources.

A significant aspect of the Foundation's inspiring young people activities are delivered in collaboration with Working Knowledge, a social enterprise passionate about creating chances for young people to open doors into employment. The Foundation team co-ordinates Mitie people to participate in 'Business Challenge' style events held at FE colleges throughout the UK by offering their business expertise to the students in areas such as finance, operations and marketing.

The Foundation also encourages all Mitie staff to sign up to Inspiring the Future, an organisation who broker links between schools and business employees to give career talks, mock interviews etc.

Directors'/trustees' report (continued)

Foundation Ambassadors

A network of over 40 Foundation Ambassadors across all Mitie business divisions has been established to help to communicate the Foundation's activities. These ambassadors have been organised into local networks and effectively act as the Foundation's voice within the businesses, encouraging their work colleagues and in some cases their clients to take part in organised volunteering events.

Public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Foundation's aims and objectives and in planning future activities. In particular the trustees consider how planned activities will contribute to the Foundation's aims and the objectives they have set and have therefore complied with the duty in section 17 of the Charities Act 2011.

Taking into account the Foundation's achievements and beneficiaries as described below, the trustees confirm that due regard has been paid to the public benefit guidance published by the Charity Commission.

Achievements and performance

Ready2Work and Work Experience programmes

During the year the Foundation delivered six Ready2Work programmes and also arranged Work Experience placements. Combined, the Ready2Work and Work Experience programmes offered 76 work placements, and from the 71 that completed the programmes, 56 received job offers during the programme or shortly thereafter.

Tech for Good Challenge

The 11 early stage businesses that received investment through the Tech for Good Challenge are at various stages of development. As at 31 March 2015, Big Issue Invest report that the initial investments will begin to be repaid during the coming year, with Big Issue Invest closely monitoring progress.

Mitie volunteering programme

During the year, the Foundation together with its Foundation Ambassadors co-ordinated the majority of the volunteering activities of Mitie, which amounted to £352,000 (2014: £346,000) in terms of the financial value of their time and expenses, exceeding the target set by the trustees by more than 50%. In accordance with the Charities SORP, this has not been included in the Statement of Financial Activities.

At year end more than 300 Mitie employees had signed up with Inspiring the Future.

Working Knowledge

During the year the Foundation facilitated the attendance of 52 Mitie employees to act as business experts at 24 Working Knowledge "Dragons' Den" events. These events, attended by over 3,000 students, gave the students the chance to develop their business ideas while at the same time identify key transferable business skills such as collaboration, creativity, leadership, communication and risk taking.

Foundation Ambassadors

The Foundation Ambassadors have been arranged into local networks to encourage local collaboration, support employability programmes and increase wider participation.

Directors'/trustees' report (continued)

Financial review

The Foundation received income of £314,000 (2014: £361,000) from Mitie and £76,000 (2014: £23,000) from external sources. This has enabled it to deliver its activities as outlined in the achievements and performance section below and resulted in a surplus of £6,000 (2014: £48,000). The trustees consider the results of the Foundation to be satisfactory.

There is no official policy on reserves as the operating costs of the Foundation are budgeted within and paid by Mitie. Funding sources are predominately from Mitie, either in the form of company gift or through donations raised through staff initiatives.

As at 31 March 2015, unrestricted funds for the year were £54,000 (2014: £48,000).

Plans for future periods

The trustees plan to extend the employability programmes to include candidates from Leonard Cheshire Disability, Working Chance, Catch 22, Springboard, Making the Leap, Project Scotland, Clarion and other hard-to- reach groups.

The current Work Experience programme is to be reconfigured as a shorter version of the successful Ready2Work initiative.

The Foundation will continue to encourage and facilitate all Mitie staff to volunteer in their communities, with a clear objective to improve employability for all.

Going Concern

The Foundation undertakes that it will not enter into commitments that exceed its projected income including the level of support provided by Mitie.

The trustees consider that the demand for the Foundation's services will continue and they have reasonable expectation that the Foundation has adequate resources to continue for the foreseeable future. Accordingly, the trustees consider it appropriate to adopt the going concern basis in the preparation of the Foundation's financial statements.

Directors'/trustees' report (continued)

Trustees responsibility statement

The trustees (who are also directors of the Foundation for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed; and
- 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditor

In so far as the trustees are aware:

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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Foundation's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On 3 March 2015, Deloitte LLP resigned as auditors and Burton Sweet was appointed in their place. Appropriate arrangements have been put in place for Burton Sweet to be deemed reappointed as auditor in the absence of an Annual General Meeting.

Approved by the Board and signed on its behalf by:



S C Baxter
7th December 2015

Independent auditor's report to the members of The Mitie Foundation

We have audited the financial statements of The Mitie Foundation for the year ended 31 March 2015 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes 1 to 14. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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.

Respective responsibilities of directors and auditor

As explained more fully in the Trustees' Responsibilities Statement, 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 directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the trustees' annual report 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 company's affairs as at 31 March 2015 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.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Independent auditor's report to the members of The Mitie Foundation (continued)

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; and
- 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 preparing a strategic report and in preparing the directors' report.

Other matter

As the company was exempt from audit under section 480 of the Companies Act 2006 in the prior year, we have not audited the corresponding amounts for that year.

Neil Kingston (Senior statutory auditor)
For and on behalf of Burton Sweet
Chartered Accountants and Statutory Auditor
Bristol, United Kingdom
7th December 2015

Statement of financial activities (including income and expenditure account)
For the year ended 31 March 2015

	Note	Unrestricted £'000	Restricted £'000	2015 £'000	Unrestricted	Restricted	2014 £'000
Incoming resources							
Voluntary income	2	327	63	390	359	25	384
Total incoming resources		327	63	390	359	25	384
Resources expended							
Charitable activities	3	(295)	(63)	(358)	(261)	(25)	(286)
Governance costs	4	(26)	-	(26)	(50)	-	(50)
Total resources expended		(321)	(63)	(384)	(311)	(25)	(336)
Net movement in funds		6	-	6	48	-	48
Total unrestricted funds at beginning of the year		48	-	48	-	-	-
Total unrestricted funds at the end of the year		54	-	54	48	-	48

There are no recognised gains or losses for the current or preceding year other than as stated in the Statement of Financial Activities. Accordingly, no separate statement of total recognised gains and losses has been presented.

The results for the period are wholly attributable to the continuing operations of the Foundation.

The Mitie Foundation

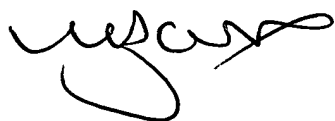
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**Balance sheet
As at 31 March 2015**

	Note	2015 £'000	2014 £'000
Fixed assets			
Programme related investments	7	50	50
		<hr/> 50	<hr/> 50
Current assets			
Debtors	8	23	17
Cash at bank and in hand		11	12
		<hr/> 34	<hr/> 29
Creditors: amounts falling due within one year	9	(30)	(31)
		<hr/> 4	<hr/> (2)
Net current assets/(liabilities)			
Total assets less current liabilities		<hr/> 54	<hr/> 48
Net assets		<hr/> 54	<hr/> 48
		<hr/> <hr/>	<hr/> <hr/>
Funds of the charity			
Unrestricted funds	10	54	48
		<hr/> 54	<hr/> 48
Total funds		<hr/> <hr/>	<hr/> <hr/>

These financial statements have been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006.

The financial statements of The Mitie Foundation (company number 08107587) were approved by the Board of Trustees on 7 December 2015.



S C Baxter

Notes to the financial statements
Year ended 31 March 2015

1 Accounting policies

The financial statements of the charitable company have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005), applicable United Kingdom accounting standards and law.

As more fully detailed in the trustees' report, the charitable company's financial statements have been prepared on the going concern basis.

The principal accounting policies are summarised below. They have been applied consistently throughout the year and the preceding year.

Cash flow statement

A cash flow statement has not been prepared as the charitable company has taken advantage of the exemption from this requirement, conferred by FRS 1, on the grounds of its size.

Incoming resources

Incoming resources are included when receivable. Incoming resources from tax which can be reclaimed on donations are included at the same time as the gift to which they relate. Incoming resources comprise:

Voluntary income

- Donations are recognised as incoming resources upon receipt or if entitlement and certainty can be established.

Donated services and facilities represents the estimated financial cost borne by Mitie in providing seconded staff and other management and administrative services. This value represents the amount that the trustees would pay on the open market for the services and facilities that would provide equivalent benefit to the charity.

Resources expended

Expenditure is included in the Statement of Financial Activities on an accruals basis when incurred and includes attributable VAT which cannot be recovered.

Resources expended comprise the following:

- Charitable expenditure - being those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries.
- Support costs – being costs of an indirect nature necessary to support the activities of the charitable company. These have been apportioned to the Foundation's charitable activities on the basis of direct costs incurred.
- Governance costs – being costs associated with meeting the constitutional and statutory requirements of the charity.

Fund Accounting

Unrestricted funds are expendable at the discretion of the Trustees, in furtherance of the objects of the charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor. Any donations received by the Mitie Foundation which have specified a charitable cause have been treated as restricted and may only be paid to the charities specified.

Notes to the financial statements (continued)**Year ended 31 March 2015****1 Accounting policies (continued)*****Programme related investments***

Programme related investments are included on the balance sheet at cost. The cost is reviewed for impairment on an annual basis. No gains or losses on investment have been accrued due to lack of certainty of future performance of the investments.

2 Voluntary income

	Unrestricted £'000	Restricted £'000	Total 2015 £'000
31 March 2015			
Donations from Mitie	48	-	48
Donated services and facilities from Mitie	266	-	266
General donations	13	63	76
	<u>327</u>	<u>63</u>	<u>390</u>
31 March 2014			
Donations from Mitie	59	4	63
Donated services and facilities from Mitie	298	-	298
General donations	2	21	23
	<u>359</u>	<u>25</u>	<u>384</u>

Donated services comprise £242,000 (2014: £235,000) of direct charitable activities and £24,000 (2014: £63,000) of indirect support costs.

Notes to the financial statements (continued)
Year ended 31 March 2015

3 Charitable activities

	Unrestricted £'000	Unrestricted support £'000	Restricted £'000	Total £'000
31 March 2015				
Donations payable	-	-	20	20
Other charitable activities:				
Enhancing employability	122	8	-	130
Other Foundation	6	-	43	49
Inspiring young people	149	10	-	159
	<u>277</u>	<u>18</u>	<u>63</u>	<u>358</u>
31 March 2014				
Donations payable	-	-	8	8
Other charitable activities:				
Enhancing employability	114	6	17	137
Encouraging enterprise	7	-	-	7
Inspiring young people	127	7	-	134
	<u>248</u>	<u>13</u>	<u>25</u>	<u>286</u>

4 Governance costs

	Governance costs £'000
31 March 2015	
Donated services and facilities from Mitie	26
	<u>26</u>
31 March 2014	
Donated services and facilities from Mitie	39
Other costs	11
	<u>50</u>

Audit fees of £4,000 (2014: £6,000) were borne by Mitie Group plc and are included in governance costs as a gift in kind.

The Foundation did not incur any fees for non-audit services.

Notes to the financial statements (continued)
Year ended 31 March 2015

5 Employees

The Foundation does not directly employ any staff, however on average, four Mitie Group plc employees were seconded to the Foundation during the year (2014: three). Staff costs relating to these seconded staff were as follows:

	2015 £'000	2014 £'000
Wages and salaries	183	160
Social security costs	24	16
Other pension costs	23	13
	<u>230</u>	<u>189</u>

Higher paid employees

The following number of employees earned in excess of £60,000 in the period:

	2015 Number	2014 Number
Total remuneration: £60,000 - £69,999	<u>1</u>	<u>2</u>

6 Trustees' remuneration

None of the trustees received any remuneration or travel expenses in respect of their services during the year (2014: none).

7 Programme related investments

	2015 £'000	2014 £'000
At start of year	50	-
Additions	<u>-</u>	<u>50</u>
At end of year	<u>50</u>	<u>50</u>

The investments balance represents interests in the Big Issue Invest Tech for Good challenge.

Notes to the financial statements (continued)
Year ended 31 March 2015

8 Debtors

	2015 £'000	2014 £'000
Amounts receivable from Mitie Group plc	23	17
	<u>23</u>	<u>17</u>

9 Creditors: amounts falling due within one year

	2015 £'000	2014 £'000
Other creditors	-	1
Accruals and deferred income:		
Amounts due to Mitie Group plc	-	3
Other	30	27
	<u>30</u>	<u>31</u>

10 Funds

Analysis of net assets between funds
Fund balances are represented by:

	Unrestricted £'000	Restricted £'000	Total £'000
31 March 2015			
Investments	50	-	50
Current assets	14	20	34
Creditors falling due within one year	(10)	(20)	(30)
	<u>54</u>	<u>-</u>	<u>54</u>
31 March 2014			
Investments	50	-	50
Current assets	27	2	29
Creditors falling due within one year	(29)	(2)	(31)
	<u>48</u>	<u>-</u>	<u>48</u>

The Mitie Foundation
Notes to the financial statements (continued)
Year ended 31 March 2015

08107587

10 Funds (continued)

Fund movements in the year	At start of year £'000	Income £'000	Expenditure £'000	At end of year £'000
31 March 2015				
<i>Restricted funds:</i>				
General donations:				
MLR 14	-	35	(35)	-
Utiylx- cycle event	-	9	(9)	-
MLR 15	-	5	(5)	-
MTFM xmas ball	-	12	(12)	-
Ascot xmas event	-	2	(2)	-
Total general donations	-	63	(63)	-
<i>Unrestricted funds:</i>				
Donations from Mitie	48	314	(295)	67
General donations	-	13	(26)	(13)
	48	390	(384)	54
31 March 2014				
<i>Restricted funds:</i>				
Donations from Mitie	-	4	(4)	-
General donations:				
Southwark JCP FSA	-	17	(17)	-
Ascot passage donation	-	2	(2)	-
MLR 14	-	2	(2)	-
Total general donations:	-	21	(21)	-
<i>Unrestricted funds:</i>				
Donations from Mitie	-	357	(309)	48
General donations	-	2	(2)	-
	-	384	(336)	48

10 Funds (continued)

All the money raised from the events displayed above will be restricted as follows:

- MLR 2014 event funds will be restricted to supporting activity carried out by the Working Knowledge charity, aimed at improving employment prospects for disadvantaged groups.
- For the Utiylx challenge, all of the money raised from the Utiylx cycle event will be restricted to funding a cash prize for which schools can compete. The competition will be an Energy Challenge and the winning school will receive £10,000 to fund their energy-saving ideas.
- MLR 2015: All of the money raised from the MLR 2015 event will be restricted to supporting activity carried out by three charities selected by the Mitie businesses. The nominated charities were Working Chance, Springboard and Catch 22. All charities were to use the money to carry out work aimed at improving employment prospects for disadvantaged groups.
- MND Schahallion - Funds raised at the MTFM Christmas Ball in 2013 were donated to support the Schiehallion Ward at the Greater Glasgow & Clyde NHS hospital.
- Catch 22 – Funds raised at the Christmas 2013 Ascot event were to be donated to Catch 22.

11 Capital commitments

The Foundation had no capital commitments as at 31 March 2015 (2014: none).

12 Liability of members

The Mitie Foundation is a company limited by guarantee. In the event of winding up, the maximum amount guaranteed to be contributed by each member is £1.

13 Related party transactions

The Foundation has a related party relationship with Mitie Group plc as R McGregor-Smith and S C Baxter, who are trustees of the Foundation, are also directors of Mitie Group plc. During the year the Foundation received donations of £48,000 (2014: £63,000) and gifts in kind of £266,000 (2014: £298,000) from Mitie Group plc. At the end of the period £23,000 (2014: £17,000) was due from Mitie Group plc and £Nil (2014: £3,000) was held within creditors as an amount accrued to Mitie Group plc.

14 Grants to charitable organisations and activities

Grants relate to the objectives of the Foundation. Grants have been awarded to the charities listed below, to facilitate with activities as described.

Working Knowledge: provide bespoke training, in the form of business development academies, to disadvantaged groups improving their employability chances.

Schools Energy winner: Carry out community engagement with schools to raise the aspirations of the young people, widen their outlook on the world of work and provide Mitie volunteers as role models.

Catch 22/Working Chance/Springboard: all three charities were to use the money to carry out work aimed at improving employment prospects for the disadvantaged groups they specialise in: Catch 22- people leaving care; Springboard- assisting disadvantaged young people into hospitality and tourism; Working Chance- helping female ex-offenders into employment.

Schiehallion – This comprised of donations raised at the MTFM Glasgow Christmas Ball in 2013. These were donated to support the Schiehallion Ward at the Greater Glasgow & Clyde NHS hospital.

Grants authorised by the management of The Mitie Foundation are included within the Statement of Financial Activities. Grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

Burton Sweet
Pembroke House
15 Pembroke Road
Clifton
Bristol
BS8 3BA

7 December 2015

THE MITIE FOUNDATION

Dear Sirs

We hereby confirm to the best of our knowledge and belief, having made appropriate enquiries of other trustees/directors and officials of the charity, the following representations given to you in connection with your audit of the financial statements for the year ended 31 March 2015.

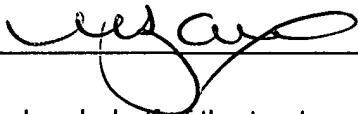
Representations

- 1 We acknowledge as trustees/directors our responsibility for making accurate representations to you and for the accounts which we have prepared.
- 2 We confirm that all accounting records have been made available to you for the purpose of your audit and that all the transactions undertaken by the charity have been properly reflected and recorded in the accounting records. All other records and related information, including minutes of all trustee/director and members' meetings, have been made available to you.
- 3 We confirm that, at the balance sheet date, the charity had no liabilities or provisions other than those recognised and no contingent liabilities other than those disclosed in the financial statements.
- 4 We confirm that there had been no events since the balance sheet date which require disclosure or which would materially affect the amounts in the financial statements, other than those already disclosed or included in the financial statements.
- 5 We confirm that the charity has not contracted for any capital expenditure other than as disclosed in the financial statements.
- 6 We confirm that, in the course of our risk management process, we have not identified any instances of non-compliance with those laws and regulations which provide a legal framework within which the charity conducts its activities and which are central to the charity's ability to conduct its activities.
- 7 We confirm that, in our opinion, the charity's financial statements should be prepared on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs.
- 8 We confirm that we are not aware of any transactions with related parties requiring disclosure in the financial statements.

- 9 We confirm that all grants, donations and other income, including those subject to special terms or conditions or received for restricted purposes, have been notified to you. There have been no breaches of terms or conditions during the period regarding the application of such income.
- 10 We confirm the value of gifts in kind included in the accounts and that these are stated at value to the charity.
- 11 We acknowledge our responsibility for the design and implementation of internal controls to prevent and detect fraud. We confirm that we have disclosed to you the results of our own assessment of the risk of fraud in the charity.
- 12 We confirm that there have been no actual or suspected instances of fraud involving trustees/directors, management or employees who have a significant role in internal control or that could have a material effect on the financial statements. We also confirm that we are not aware of any allegations of fraud by former trustees/directors, employees, regulators or others.
- 13 We confirm that we are not aware of any matters of material significance that should be reported to the Charity Commission.

We confirm that the above representations are made on the basis of enquiries of management and staff with relevant knowledge and experience (and, where appropriate, of inspection of supporting documentation) sufficient to satisfy us that we can properly make each of the above representations to you.

Yours faithfully,



Trustee/Director

Signed on behalf of the trustees/directors