

**COMPANY REGISTRATION NUMBER NI005568  
CHARITY REGISTRATION NUMBER NIC100753**

**ACTION MENTAL HEALTH**  
**(CHARITABLE COMPANY - LIMITED BY GUARANTEE)**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2018**

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**CONTENTS**  
**For the Year Ended 31 March 2018**

	<b>Pages</b>
General Information	1
Report of the Directors (including the Strategic Report)	2-9
Independent Auditor's Report	10-13
Statement of Financial Activities	14-15
Summary Income and Expenditure Account	16
Balance Sheet	17
Statement of Cash Flows	18
Notes to the Statement of Cash Flows	19
Notes to the Financial Statements	20-36

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**GENERAL INFORMATION**

**DIRECTORS – MAIN BOARD**

Mr P Fitzsimmons - Chairman  
Mr R C Mowbray - Vice Chairman  
Mr P Barr - Treasurer  
Mr H W R Kohner  
Dr S E Hillan (resigned 23 March 2018)  
Mr T A J McKeever  
Mr C B McMurray  
J L C Thompson DL  
Mr E F Fee  
Mr D McKeown  
Dr T O'Neill (resigned 14 December 2017)  
Mrs A Craigan  
Mr D McAuley  
Mr W McKeown  
Ms N Kerr  
Dr G Lynch (appointed 26 March 2018)  
Mr S Robinson (appointed 26 March 2018)

**INDEPENDENT DIRECTORS**

David Morrissey  
Brian McDonald

**SECRETARY**

Mrs I Gallen

**CHIEF EXECUTIVE OFFICER**

Mr D Babington

**REGISTERED OFFICE**

AMH Central Office  
27 Jubilee Road  
NEWTOWNARDS BT23 4YH

**STATUTORY AUDITORS**

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

**INVESTMENT BROKERS**

Cunningham Coates Stockbrokers  
The Linenhall  
32-38 Linenhall Street  
BELFAST BT2 8BG

**CCLA**

Senator House,  
85 Queen Victoria Street  
London EC4V 4ET

**COMPANY REGISTRATION NUMBER**

NI005568

**CHARITY REGISTRATION NUMBER**

NIC100753

**BANKERS**

Danske Bank  
58 Market Street  
DOWNPATRICK BT30 6LX

**SOLICITORS**

Tughans  
Marlborough House  
30 Victoria Street  
BELFAST BT1 3GG

Cleaver Fulton Rankin  
50 Bedford Street  
BELFAST BT2 7FW

Edwards & Co  
28 Hill Street  
BELFAST BT1 2LA

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS**

The Directors present their report and the financial statements for the year ended 31 March 2018. The Directors have adopted the provisions of 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).

**CONSTITUTION**

Action Mental Health (AMH) is a company limited by guarantee, registered under NI005568, governed by the Articles of Association. The company is recognised as a charity and is registered under NIC100753 and is recognised as a charity by HM Revenue & Customs under reference number XN 47959.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Board is comprised of up to 15 Directors as set out in the charity's Articles of Association. Directors may serve for a maximum of 3 terms of 4 years, save for Serving Directors who, having served 15 years, must be re-appointed on an annual basis. Directors are recruited to the Board through an open recruitment and selection process, although 4 Directors may be co-opted annually. The working of the Board is guided by the Governance Manual, which includes an induction programme for Directors, Terms of Reference for Committees and roles and responsibilities of office bearers.

Decisions on strategy, policy and material capital expenditure are taken by the full Board and the Board ensures the Strategic Plan guides the Executive over a three year time span. Day to day decision making is under the supervision of the Chief Executive Officer, Mr D Babington, with regular reporting to the Finance Committee, Audit and Risk Committee, Nominations and Remuneration Committee, Development Committee and the Board. The Chief Executive Officer directly manages the Senior Management Team who ensures targets in the annual Operational Plan are being met.

In line with corporate good practice the company has an Audit and Risk Committee comprising of two independent and three Board members; the Chief Executive Officer and Head of Business Support also attend with the external auditors present when appropriate (usually three meetings a year). Each year a Directors' Conference is held with all managers in attendance to assess progress. The charity has been formally registered with the Charities Commission for Northern Ireland since February 2015.

Over the year the Board met 7 times; the Finance Committee held 5 meetings, the Audit and Risk Committee, the Nominations and Remuneration Committee and the Development Committee all met on 4 occasions each. Throughout the year a number of audits from DfE, ETI and others provided reassurance to the Board.

The Nominations and Remuneration Committee consider pay levels for all staff, and possible Cost of Living increases, on an annual basis and the annual Accounts are available on the website; the Committee seeks approval from the full Board for any increases in staff salaries. In 2014 the Committee commissioned an extensive independent review of all staff salaries which benchmarked them against other locally based charities, sectors and National Joint Council (NJC) scales and the recommendations have been implemented in full. The Pay Policy Statement sets out the Board's approach to salaries and is on the AMH website. In respect of the Chief Executive, the Committee commissioned a specific independent review of the salary bracket in 2016, which included benchmarking against ACEVO and NICVA guidance.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**STRUCTURE, GOVERNANCE AND MANAGEMENT (Continued)**

In order to provide effective services AMH works in a number of partnerships with other charities in Northern Ireland. The Supported Employment Services (SES) consortium, co-led by AMH and the Cedar Foundation, met all targets for the Workable employment programme commissioned by the Department for Communities. AMH contributed to a range of other partnerships such as Together for You and the Long Term Conditions Alliance Northern Ireland with the Chief Executive Officer holding appointments on both Committees.

**DIRECTORS**

The Directors of the charity are its trustees for the purposes of charity law. The Directors who served the charity during the year are as noted on Page 1.

Dr S E Hillan, Mrs A Craigan, Ms N Kerr and Messrs. E Fee, HWR Kohner, D McAuley, T A J McKeever, W McKeown, C B McMurray, R C Mowbray, J L C Thompson DL, P Barr, P Fitzsimmons, D McKeown, T O'Neill all served. Dr S E Hillan and T O'Neill resigned during the year and Dr G Lynch and Mr S Robinson joined on 26 March 2018.

A register of Directors' interests is maintained, with regular review and update, in order for the Board to be aware of any potential conflicts of interest; the issue of potential conflicts is a standing agenda item at the start of all Board and Committee meetings. None of the Directors had any material interest in contracts with the charity during the year.

**RISK STRATEGY**

A risk register is maintained in relation to all material risks posing a threat to the charity. This register is reviewed regularly by the Audit and Risk Committee and at Board meetings to ensure systems and procedures are established to mitigate those risks identified and to minimise any potential impact on the charity.

In managing the Reserves the Board is guided by their Investment Policy and its objective is to generate a return in excess of inflation over the long term whilst generating an income which could be available to support existing services and new projects. The Reserves Policy is to hold six months of planned expenditure to ensure continued financial security and to provide for contingencies. A diversified spread of investments is maintained and the two investment providers are required to meet with the Finance Committee once a year to discuss performance, risk and adherence to the Investment Policy's ethical criteria.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**PRINCIPAL RISKS AND UNCERTAINTIES**

Key risks and uncertainties currently affecting AMH are set out below:

- **Reputational**

The Board views the loss of trust with beneficiaries, funders or the public as a significant reputational risk. Damage to IT systems would have major implications and increased investment has been made to counter cyber threats and to ensure AMH is in full compliance with new GDPR regulations.

AMH created a Group structure with New Life Counselling Service on 1 April 2018 to broaden the offer of regional services to clients. In order to create the Group the Board oversaw an in-depth due diligence process with expert legal advice and although this was completed satisfactorily effort is required to ensure the new partnership is a success and New Life Counselling Service operates in line with AMH governance requirements.

- **Funding**

AMH delivers a sizeable training and employment project, 'Working it Out', supported by European Social Fund funding. Whilst funding was secured this year up until 2022 the uncertainty caused by Brexit makes this AMH's principal risk. Although a new UK Shared Prosperity Fund has been proposed at Westminster as an ESF replacement programme its role and focus is unclear. The lack of an Assembly at Stormont has compounded future funding difficulties including Wellbeing and Resilience building programmes which have become an increasing area of work for AMH.

The charity recognises the above risks and uncertainties and operates so as to minimise the threat posed to the charity by adhering to the highest procedures and standards and working closely with independent experts as required to mitigate the risks.

**OBJECTIVES AND ACTIVITIES**

AMH is a voluntary organisation which supports people's mental health and well-being through vocational training, supported employment options, personal development, health and well-being programmes and resilience building. AMH's Objects and activities undertaken in relation to them are:

*To provide assistance for persons affected by mental ill health, learning disability, substance abuse and/or other disabilities including without limitation vocational rehabilitation and training, personal development and guidance and other support services with a view to maintaining and improving the wellbeing of such persons to assist their return to fitness for purposeful activity.*

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**OBJECTIVES AND ACTIVITIES (Continued)**

Training & support programmes for people recovering from mental ill-health are the core services delivered through ESF funding by 9 New Horizons services, they also provide person-centred well-being programmes to support soft skills development. The 5 Health and Social Care Trusts remain the primary referral source for clients and with AMH support clients can move on to employment and / or more independent lives. On arrival every client agrees a personal action plan which is tailored to their own abilities and needs which they regularly review and evaluate in conjunction with staff whilst with AMH. Two projects which cater specifically for young people, Boost and Evolve, have also been developed along similar lines to the adult New Horizons services.

*To assist such persons whether or not they have completed training programmes on the Company's premises to secure employment in jobs appropriate to their capabilities and to provide, if required, follow-up guidance and support.*

As well as the focus on employment through the New Horizons services AMH delivers the Workable Government employment programme for people with mental health issues, which are focussed on getting people into the workplace and keeping them there. The programme is delivered with 6 other charity partners as part of SES. AMH is still also the only provider of the Individual Placement Support service, in the Belfast Trust area, to assist people with mental health issues to enter the workplace more rapidly.

*To carry on for the benefit of such persons activities in which the skills of such persons can be developed, which activities shall be carried on wholly or largely by means of the efforts of such persons.*

In line with Government policy a growing aspect of AMH's effort is building personal resilience, particularly with young people, including young offenders in HMP Hydebank. The MensSana project continues to deliver the PHA funded Mindset programme and the Protect Life service which delivers suicide/self harm prevention services. Aside from funding from the Southern Trust, the PHA and corporate donors/Foundations this work has also been funded by AMH. Likewise the three Men's Sheds are working towards greater self-sufficiency with reduced AMH support and they continue to support older men to learn new skills, socialise and connect. The long term conditions project, Managing the Challenge, in the Western Trust continues to provide people with the tools to self-manage their conditions. Also AMH Works has been in great demand providing employers with wellbeing and resilience building support.

AMH also runs a number of specialist projects to support clients to develop their own skills such as the Vision project (Autistic Spectrum Disorder) in the Southern Trust, the Promote Learning Disability project in the South Eastern Trust and the Adapt Eating Disorder project in the Southern Trust.

*To provide outreach services in support of people recovering from mental ill health and/or other disabilities.*

Although AMH operates from 11 sites nearly all programmes are also run in local facilities such as health centres, sports clubs or schools. The newly launched outreach services in Dungannon and Armagh have developed well with Southern Trust support.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**OBJECTIVES AND ACTIVITIES (Continued)**

*To promote awareness of the issues of mental health and other related issues to the public at large.*

Given the political impasse at Stormont AMH engaged with politicians in Westminster and led a sectoral delegation to raise the issue of mental health with a cross party group of Lords and MPs, this attracted considerable national and local media coverage. Similarly a group of staff was invited to Buckingham Palace to recognise the work of AMH and to discuss with the royal family how the issue of mental health in Northern Ireland could be improved.

The continued involvement in events by the AMH Client Forum has helped tackle the issue of stigma most effectively. Helpfully more corporate partners sponsored public events and raised publicity around mental health issues.

More information on AMH's work and achievements during 2017/18 is in the Annual Review which is available from the Company's Registered Office and on its website.

**STRATEGIC REPORT**

**ACHIEVEMENTS AND PERFORMANCE**

This was the second year of the Board's Strategic Plan 2016-2019 and the Scorecard reflects the fact that most objectives were reached. Funding pressures remained and there was significant uncertainty created by Brexit and inactivity at Stormont but core contracts and sources of funding were retained. The figures show that AMH had its best year ever in terms of turnover and reached more people across the region with a variety of services.

AMH was subject to its first formal Education & Training Inspectorate inspection and the Board was delighted that the staff's innovative and forward-thinking approach to service delivery was recognised and achieved a very impressive outcome. During the inspection there was acknowledgement of the highly effective support systems in place across AMH, including key workers assigned to each client, which demonstrated an approach that was sensitive, supportive, inclusive and tailored to the participants' needs, all in keeping with AMH's values and ethos.

During the year 1950 clients with mental health needs and/or a learning disability attended services provided by AMH including New Horizons, Promote and Workable.

The New Horizons services provided training and employability programmes to 1705 Clients achieved 3721 accredited training outcomes and 213 progressed to paid employment, voluntary work, further education/training or other government programmes.

AMH's Resilience Services: AMH MensSana including the PHA Mindset and Protect Life contracts, the Northern Area Mental Health Initiative and AMH Works offered a range of mental health promotion and suicide and self-harm interventions across Northern Ireland; there were 21,021 direct beneficiaries. AMH Works, our training consultancy, worked with a range of private, public and third sector companies/organisations across Northern Ireland. AMH Adapt, our eating disorder information and support service in the SHSCT area, provided one to one support, information and training/awareness workshops to 970 people.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**ACHIEVEMENTS AND PERFORMANCE (Continued)**

AMH also continues to run the Long Term Conditions Alliance (NI) project 'Managing the Challenge' in the Western Trust area and 23 programmes were successfully provided throughout the year with 205 people participating in the self-management programme. 135 older men have attended the 3 Men's Sheds this year.

In terms of Government Employment Programmes, the SES consortium delivered Work Connect and Workable (NI) across the region: through the Workable contract AMH supported 190 clients in 2017/18.

The Board has a strong commitment to developing the physical infrastructure and this year Central Offices in Ards were expanded and further refurbishment work completed in AMH Fermanagh.

AMH saw staff voluntary turnover in the year 2017-18 of 13.75% with 11.46% of voluntary leavers having been on fixed term contracts and seeking alternative employment. The Equality Commission audit of 6 February 2018 records AMH staffing complement of 182 employees: 48 males and 134 females.

Craigavon and Fermanagh New Horizons retained 100% compliance on their Customer Service Excellence (CSE) health checks again this year. AMH was reaccredited with the new Generation 6 Investors in People (IIP) Gold and was awarded the IIP Health and Wellbeing Award. The AMH Employer Forums in Newry and Belfast have supported the New Horizons services and are being reviewed as part of a wider Employer Engagement strategy.

The majority of the objectives in the strategic plan were achieved and the continued growth of unrestricted fundraising through corporate partnerships helped to deliver more young people's programmes such as the new Healthy Me primary school programme.

**FINANCIAL REVIEW**

AMH has had a good year ending it in a stable financial position. The Board continues to underwrite a number of unfunded projects but remains committed to them as they develop their own more self-sufficient future.

The ESF funding continued to support the recovery services whilst a range of PHA and Health and Social Care Trust funding supported all the other programmes. Unrestricted income continues to grow through corporate partnerships and this will be a continuing theme in coming years.

**RESULTS**

The charity had total incoming resources of £6,309,208 (2017 - £6,069,717) for the year ended 31 March 2018 and the principal sources of this funding are as disclosed in note 3 of the financial statements.

Unrealised gains on investments were £9,409 (2017 - £318,105).

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**RESULTS (Continued)**

The overall net movement on unrestricted funds for the year was a surplus of £70,284 (2017 - £425,625). The charity spends all restricted monies that it receives and makes good any deficit on restricted funds from its general unrestricted reserves.

The closing balance on unrestricted reserves at 31 March 2018 was £5,742,007 (2017 - £5,671,723).

**RESERVES POLICY**

Due to the uncertain nature of AMH's funding, it is the Board's policy to maintain a designated risk reserve equal to six months' budgeted expenditure (see note 24). The level of free reserves at the year-end (excluding designated reserves) was £1,398,638 (2017 - £1,358,972).

**INVESTMENT POLICY AND PERFORMANCE**

The Finance Committee, a Board sub-committee, oversees, monitors and advises the Board on investment decisions and they are guided by the Investment Policy.

In managing the Reserves of AMH and hence its investments, the Board's objective is to generate a return in excess of inflation over the long term whilst generating an income and capital growth which could be available to support existing services and new projects whilst a diversified spread of investments is maintained.

Reports on performance are provided to the Board and Directors who understand they are ultimately responsible for the overall management of the investments.

The Finance Committee are content that overall investment performance was acceptable and in line with investment objectives.

**DIRECTORS' RESPONSIBILITIES STATEMENT**

The Directors (who are also trustees of Action Mental Health for the purposes of Charity Law), are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Directors 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 Directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments 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 charitable company will continue in business.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**REPORT OF THE DIRECTORS (Continued)**

**DIRECTORS' RESPONSIBILITIES STATEMENT (Continued)**

The Directors 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.

**STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITOR**

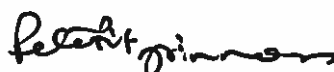
In so far as the Directors, who held office at the date of approval of the financial statements, are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Directors 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.

In approving the Report of the Directors the Directors also approve the Strategic Report.

Registered office:  
AMH Central Office  
27 Jubilee Road  
NEWTOWNARDS  
BT23 4YH

On behalf of the Board of Directors



Mr P Fitzsimmons  
Director and Chairman

Date: 27 JUNE 2018

Registered in Northern Ireland  
No. NI005568  
Charity Registration No: NIC100753

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**  
**OF ACTION MENTAL HEALTH**

**OPINION**

We have audited the financial statements of Action Mental Health (the 'charitable company') for the year ended 31 March 2018 which comprise the statement of income and retained earnings, statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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 2018, 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;
- 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 company 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.

**USE OF OUR REPORT**

This report is made solely to the 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 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**  
**OF ACTION MENTAL HEALTH (Continued)**

**CONCLUSIONS RELATING TO GOING CONCERN**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**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 directors are responsible for the other information. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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 the audit:

- the information given in the strategic report and the directors' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the strategic report and the directors' report have been prepared in accordance with applicable legal requirements.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**  
**OF ACTION MENTAL HEALTH (Continued)**

**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the strategic report or the directors' 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 directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**RESPONSIBILITIES OF DIRECTORS**

As explained more fully in the directors' responsibilities statement on pages 8 and 9, the directors 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 directors 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 directors are responsible for assessing the company'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 directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

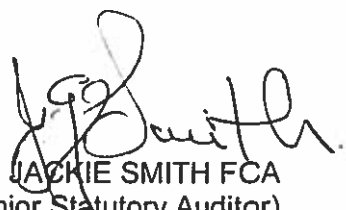
**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**  
**OF ACTION MENTAL HEALTH (Continued)**

**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.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

Alfred House  
19 Alfred Street  
Belfast  
BT2 8EQ

  
MR JACKIE SMITH FCA  
(Senior Statutory Auditor)  
For and on behalf of  
GM<sup>®</sup>G BELFAST  
Chartered Accountants  
& Statutory Auditor

Date: 22 August 2018

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the Year Ended 31 March 2018**

	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
<b>Charitable activities:</b>					
Grants & contracted funding:	3				
- Rehabilitation programmes		4,494,426	-	4,494,426	4,513,348
- Employment services		127,902	-	127,902	128,009
- Welfare and education		581,311	-	581,311	508,180
Other Employment income	4	469,600	-	469,600	501,574
Contribution from trading activities:	4				
- Rehabilitation programmes		-	22,455	22,455	10,851
<b>Donations and legacies</b>	5	130,311	234,594	364,905	95,428
<b>Other activities</b>	6	-	192,640	192,640	286,052
<b>Investments</b>	7	-	55,969	55,969	26,275
<b>TOTAL INCOME AND ENDOWMENT</b>		<b><u>5,803,550</u></b>	<b><u>505,658</u></b>	<b><u>6,309,208</u></b>	<b><u>6,069,717</u></b>
<b>EXPENDITURE ON:</b>					
<b>Charitable Activities</b>					
- Rehabilitation programmes	8	4,798,387	-	4,798,387	4,785,084
- Employment services		420,791	-	420,791	366,295
- Welfare and education		830,463	-	830,463	726,907
<b>Raising funds</b>	9	-	158,585	158,585	49,050
<b>Other</b>	11	-	37,452	37,452	41,541
<b>TOTAL EXPENDITURE</b>		<b><u>6,049,641</u></b>	<b><u>196,037</u></b>	<b><u>6,245,678</u></b>	<b><u>5,968,877</u></b>
<b>NET (EXPENDITURE)/INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>(246,091)</b>	<b>309,621</b>	<b>63,530</b>	<b>100,840</b>
<b>NET GAINS/(LOSSES) ON INVESTMENTS</b>					
Realised (loss)/gains on investments		-	(2,655)	(2,655)	6,680
Unrealised gain on investments		-	9,409	9,409	318,105
<b>NET (EXPENDITURE)/INCOME BEFORE TRANSFERS</b>		<b><u>(246,091)</u></b>	<b><u>316,375</u></b>	<b><u>70,284</u></b>	<b><u>425,625</u></b>

The Statement of Financial Activities continues on page 15.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES (Continued)**  
**For the Year Ended 31 March 2018**

	Notes	Restricted Funds £	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
NET (EXPENDITURE)/INCOME BEFORE TRANSFERS		(246,091)	316,375	70,284	425,625
TRANSFER BETWEEN FUNDS	15	<u>246,091</u>	<u>(246,091)</u>	-	-
NET MOVEMENTS IN FUNDS		<u>-</u>	<u>70,284</u>	<u>70,284</u>	<u>425,625</u>
		£	£	£	£
RECONCILIATION OF FUNDS:					
Funds at 1 April 2017		<u>-</u>	<u>5,671,723</u>	<u>5,671,723</u>	<u>5,246,098</u>
Funds at 31 March 2018		<u>-</u>	<u>5,742,007</u>	<u>5,742,007</u>	<u>5,671,723</u>

The Statement of Financial Activities includes all gains and losses in the year.

All of the above amounts relate to continuing activities.

The notes on pages 20 to 36 form part of these financial statements.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**SUMMARY INCOME AND EXPENDITURE ACCOUNT**  
**For the Year Ended 31 March 2018**

	Notes	2018 £	2017 £
<b>INCOME</b>			
Charitable activities		5,695,694	5,661,962
Donations		364,905	95,428
Other trading activities		192,640	286,052
Investments		55,969	26,275
Gains on investments		-	6,680
Unrealised (loss)/gain on investments		<u>9,409</u>	<u>318,105</u>
		<u>6,318,617</u>	<u>6,394,502</u>
<b>EXPENDITURE</b>			
Charitable activities		6,049,641	5,878,286
Raising funds		158,585	49,050
Loss on investments		2,655	-
Other		<u>37,452</u>	<u>41,541</u>
		<u>6,248,333</u>	<u>5,968,877</u>
<b>NET INCOME FOR THE YEAR</b>	1	<u>70,284</u>	<u>425,625</u>

Income and expenditure relates to continuing activities.

**NOTE TO THE SUMMARY INCOME AND EXPENDITURE ACCOUNT**  
**For the Year Ended 31 March 2018**

**1. ANALYSIS OF NET INCOME:**

	2018 £	2017 £
Net income for the year excluding gains on investment portfolio held	60,875	107,521
Unrealised gain on investment portfolio held	<u>9,409</u>	<u>318,105</u>
	<u>70,284</u>	<u>425,626</u>

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**BALANCE SHEET**  
**At 31 March 2018**

	Notes	2018 £	2017 £
<b>FIXED ASSETS</b>			
Tangible assets	16	2,192,407	2,082,697
Investments	17	<u>2,400,981</u>	<u>2,096,132</u>
		<u>4,593,388</u>	<u>4,178,829</u>
<b>CURRENT ASSETS</b>			
Stocks	18	17,714	10,770
Debtors	19	1,600,389	1,188,855
Cash at bank and in hand		<u>346,761</u>	<u>1,007,469</u>
		1,964,864	2,207,094
<b>CREDITORS: Amounts falling due within one year</b>	20	<u>(816,245)</u>	<u>(714,200)</u>
<b>NET CURRENT ASSETS</b>		<u>1,148,619</u>	<u>1,492,894</u>
<b>NET ASSETS</b>		<u>5,742,007</u>	<u>5,671,723</u>
<b>CAPITAL AND RESERVES</b>			
Unrestricted funds:			
General fund	24	1,398,638	1,358,972
Revaluation reserve	23	421,094	460,162
Designated funds	24	<u>3,922,275</u>	<u>3,852,589</u>
		<u>5,742,007</u>	<u>5,671,723</u>

The financial statements were approved and authorised for issue by the Board of Directors on 27 June 2018 and were signed on its behalf by:



Mr P Fitzsimmons  
Director and Chairman



Mr P Barr  
Director and Honorary Treasurer

Company Registration Number – NI005568

The notes on pages 20 to 36 form part of these financial statements.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**STATEMENT OF CASH FLOWS**  
**For the Year Ended 31 March 2018**

	Notes	2018 £	2017 £
<b>NET CASH PROVIDED BY OPERATING ACTIVITIES</b>	1	<u>(96,600)</u>	<u>314,488</u>
Interest received		323	184
Dividends received		55,638	26,091
Purchase of tangible fixed assets		(321,982)	(344,702)
Purchase of fixed asset investments		(343,978)	(317,262)
Receipts from sale of fixed assets		-	-
Receipts from sale of fixed asset investments		187,104	65,374
Increase in cash held in investment portfolio		<u>(141,213)</u>	<u>(17,453)</u>
<b>NET CASH USED IN INVESTING ACTIVITIES</b>		<u>(564,108)</u>	<u>(587,768)</u>
<b>DECREASE IN CASH AND CASH EQUIVALENTS</b>		<u>(660,708)</u>	<u>(273,280)</u>
<b>CASH AND CASH EQUIVALENTS AT 1 APRIL 2017</b>		<u>1,007,469</u>	<u>1,280,749</u>
<b>CASH AND CASH EQUIVALENTS AT 31 MARCH 2018</b>		<u>346,761</u>	<u>1,007,469</u>
 <b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>			
Cash at bank and on hand		<u>346,761</u>	<u>1,007,469</u>

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE STATEMENT OF CASH FLOWS**  
**For the Year Ended 31 March 2018**

**1. RECONCILIATION OF NET MOVEMENT IN FUNDS  
TO NET CASHFLOW FROM OPERATING ACTIVITIES**

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Net income before other recognised gains and losses	63,530	100,840
Interest received	(331)	(184)
Dividends received	(55,638)	(26,091)
Depreciation	212,272	183,630
(Increase)/decrease in stocks	(6,944)	4,718
(Increase)/decrease in debtors	(411,534)	5,277
Increase in creditors	102,045	47,925
Transfer of non cash assets	<u>-</u>	<u>(1,627)</u>
Net cash provided by operating activities	<u>(96,600)</u>	<u>314,488</u>

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**For the Year Ended 31 March 2018**

**1. ACCOUNTING POLICIES**

- (a) The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Companies Act 2006, Charity Law and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value. The financial statements are prepared in sterling, which is the functional currency of the entity.

The Directors consider that there are no material uncertainties concerning the charity's ability to continue as a going concern. The charity has cash resources of £346,761 and a significant investment portfolio at the balance sheet date, with funding agreements also in place for the immediate future. With respect to the reporting period 2018/19 the most significant uncertainty that affects the carrying value of assets held by the charity is the performance of investment markets.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

- (b) Revenue grants are credited to incoming resources on the earlier of when they are received or when they are receivable, unless they relate to a specified future period, in which case they are deferred.
- (c) Donations, contracted funding, income for services provided and other income are included in full in the Statement of Financial Activities when receivable.
- (d) Income from other activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.
- (e) All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Costs are categorised under the following headings:
- Costs of raising funds includes direct costs of fundraising and investment management fees;
  - Expenditure on charitable activities includes direct costs of the rehabilitative services, the employment service and the welfare & education programme; and
  - Other expenditure represents those items not falling into the categories above.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**1. ACCOUNTING POLICIES (Continued)**

(f) Support costs allocation

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at the charity's main premises. Support costs are allocated on a basis consistent with the use of resources.

Fund raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(g) Restricted funds are to be used for specified purposes by reference to the donor. Expenditure which meets the criteria is identified and allocated to the fund, either directly or by allocating a fair proportion of overheads and other costs.

(h) Unrestricted funds represent other incoming resources received or generated for charitable purposes, to be used at the charity's discretion. Designated funds comprise unrestricted funds that have been set aside by the Directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

(i) The cost of tangible fixed assets is their purchase cost, together with any incidental costs of acquisition. Depreciation is calculated to write off the cost of fixed assets less residual value, in equal annual instalments on the following bases:-

Land	None
Buildings	4%
Plant and machinery	20% and 16.66%
Fixtures, fittings, tools and other equipment	20% and 33.33%
Motor vehicles	25%

(j) Grants received against capital expenditure are included in full in the Statement of Financial Activities as restricted income. Once the capital expenditure has taken place and the conditions of the grant are fulfilled, they are transferred to a designated unrestricted fund which is then reduced over the useful economic life of the asset in line with depreciation.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**1. ACCOUNTING POLICIES (Continued)**

- (k) Stocks are stated at the lower of cost and net realisable value. Cost is determined on a first in first out basis. Net realisable value is the price at which the stock can be realised in the normal course of business. Provision is made for obsolescent, slow moving and defective stocks.
- (l) Employee benefits
- When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.
- The charity operates a defined contribution pension scheme, the assets of which are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable to the scheme in the accounting period.
- (m) Investments are stated on the balance sheet at fair value and all movements, including realised and unrealised gains and losses, are shown in the Statement of Financial Activities. Realised gains and losses are the aggregate of the difference between sales proceeds and opening fair value (or on addition if purchased during the year). Unrealised gains and losses represent the movement in market value during the year.
- (n) As a registered charity, Action Mental Health is not liable to either Income Tax or Corporation Tax.
- (o) Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.
- (p) Rentals payable and receivable under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.
- (q) Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**1. ACCOUNTING POLICIES (Continued)**

(r) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for income and expenditure during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The following are the company's key sources of estimation uncertainty:

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

**Debtors** - short term debtors are measured at transaction price, less any impairment. Impairment of such debtors involves some estimation uncertainty.

(s) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at the carrying value plus accrued interest less repayments. The financing charge to expenditure is at a constant rate calculated using the effective interest method.

**2. MEMBERS LIABILITY**

The charity is a company limited by guarantee. Every member undertakes to contribute such amounts, not exceeding £10, to the charity's assets if it should be wound up whilst being a member, or within one year of ceasing to be a member.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**3. GRANTS AND CONTRACTED FUNDING**

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total Funds 2018 £</b>	<b>Total Funds 2017 £</b>
<b>Amounts received and receivable</b>				
<i>Rehabilitation programmes</i>				
<b>Contracted funding –</b>				
<b>Health &amp; Social Care Trusts:</b>				
Northern	232,985	-	232,985	243,835
Southern	374,253	-	374,253	377,418
Belfast	274,816	-	274,816	239,552
South Eastern	1,032,856	-	1,032,856	981,497
Western	401,277	-	401,277	386,849
<b>Grants –</b>				
European Social Fund	2,075,824	-	2,075,824	1,996,548
Local Health & Soc. Care Groups	26,886	-	26,886	59,478
Community Dev. & Health Network	12,636	-	12,636	-
Impact of Alcohol Grants	7,998	-	7,998	83,241
The Arts Council of Northern Ireland	-	-	-	1,000
Big Lottery Fund – Lifecycle Grant	-	-	-	8,692
Public Health Agency	18,750	-	18,750	501
DHSSPS Core Grant	63,913	-	63,913	63,913
Sundry grants	5,049	-	5,049	4,809
Clear Project	-	-	-	10,136
Healthy Me grants	-	-	-	700
Amounts deferred b/forward	<u>156,188</u>	<u>-</u>	<u>156,188</u>	<u>211,367</u>
	4,683,431	-	4,683,431	4,669,536
Amounts deferred c/forward	<u>(189,005)</u>	<u>-</u>	<u>(189,005)</u>	<u>(156,188)</u>
<b>Funding utilised</b>	<u><b>4,494,426</b></u>	<u><b>-</b></u>	<u><b>4,494,426</b></u>	<u><b>4,513,348</b></u>

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**3. GRANTS AND CONTRACTED FUNDING (continued)**

	Restricted Funds £	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
<b>Amounts received and receivable</b>				
<i>Employment Services</i>				
<b>Grants –</b>				
Dept. for Communities	127,902	-	127,902	128,009
Amounts deferred b/forward	-	-	-	-
	127,902	-	127,902	128,009
Amounts deferred c/forward	-	-	-	-
<b>Funding utilised</b>	<u>127,902</u>	<u>-</u>	<u>127,902</u>	<u>128,009</u>
<i>Welfare and Education Services</i>				
<b>Grants –</b>				
Southern H&SC Trust	52,520	-	52,520	43,853
Western H&SC Trust	51,191	-	51,191	49,350
Social Investment Fund	236,487	-	236,487	-
PHA	177,512	-	177,512	143,382
NIHE	1,337	-	1,337	3,119
Big Lottery – Men's Shed	(3,827)	-	(3,827)	79,077
Big Lottery – Together for You	-	-	-	133,583
Big Lottery – Arts & Older People	4,203	-	4,203	5,565
Enkalon	2,000	-	2,000	-
NM&DDC	1,670	-	1,670	-
ANBC	3,274	-	3,274	-
Big Lottery – NI Families	13,318	-	13,318	12,269
NI Prison Service	-	-	-	7,560
Ulster Garden Villages	20,000	-	20,000	11,668
Sundry	14,019	-	14,019	2,867
Amounts deferred b/forward	<u>7,857</u>	<u>-</u>	<u>7,857</u>	<u>23,744</u>
	581,561	-	581,561	516,037
Amounts deferred c/forward	<u>(250)</u>	<u>-</u>	<u>(250)</u>	<u>(7,857)</u>
<b>Funding utilised</b>	<u>581,311</u>	<u>-</u>	<u>581,311</u>	<u>508,180</u>
<b>Total grants and contracted funding utilised</b>	<u>5,203,639</u>	<u>-</u>	<u>5,203,639</u>	<u>5,149,537</u>

In the prior year all income from grants and contract funding was attributable to restricted funds.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**4. OTHER EMPLOYMENT INCOME & CONTRIBUTION  
FROM TRADING ACTIVITIES FROM REHABILITATION PROGRAMMES**

	Restricted Funds £	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Other Employment income	469,600	-	469,600	501,574
Contribution from trading activities:				
- Rehabilitation programmes	<u>-</u>	<u>22,455</u>	<u>22,455</u>	<u>10,851</u>

In the prior year all income from employment was attributable to restricted funds whilst the contribution from trading of rehabilitation programmes was attributable to unrestricted funds.

**5. DONATIONS AND LEGACIES**

	Restricted Funds £	Unrestricted Funds £	Total Funds 2018 £	Total Funds 2017 £
General	-	109,372	109,372	42,992
Danske Bank	66,311	-	66,312	-
Glitterball	-	52,685	52,685	-
Fane Valley	-	49,354	49,354	-
Wolfson Foundation	43,000	-	43,000	-
John Atcheson	17,000	-	17,000	12,000
NLC Charity Shield	-	3,127	3,127	-
Round Table	-	8,258	8,258	-
Tughan Trust	4,000	-	4,000	-
Translink	-	3,614	3,614	-
Events	-	8,184	8,184	8,151
Donaghmore Construction	-	-	-	2,113
C Smith	-	-	-	2,055
R McClements	-	-	-	1,617
Wilson Nesbitt	-	-	-	1,500
Clothworkers	<u>-</u>	<u>-</u>	<u>-</u>	<u>25,000</u>
	<u>130,311</u>	<u>234,594</u>	<u>364,905</u>	<u>95,428</u>

In the prior year £58,428 from donations and legacies was attributable to unrestricted funds and £37,000 attributable to restricted.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**6. OTHER ACTIVITIES**

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total Funds 2018 £</b>	<b>Total Funds 2017 £</b>
Administration fees	-	68,310	68,310	52,198
Rents and room hire	-	19,815	19,815	20,122
Counselling	-	385	385	910
External training fees	-	45,819	45,819	31,369
Sundry income	-	30,018	30,018	18,488
Client contribution	-	9,368	9,368	3,144
Catering income	-	18,925	18,925	26,845
Recoupment of professional costs	-	-	-	56,610
Transfer of Adapt	-	-	-	76,366
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		<u>192,640</u>	<u>192,640</u>	<u>286,052</u>

In the prior year all income from other activities was attributable to unrestricted funds.

**7. INVESTMENTS**

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total Funds 2018 £</b>	<b>Total Funds 2017 £</b>
Interest	-	331	331	184
Dividends	-	55,638	55,638	26,091
	<u>-</u>	<u>55,638</u>	<u>55,638</u>	<u>26,091</u>
		<u>55,969</u>	<u>55,969</u>	<u>26,275</u>

In the prior year all income from investments was attributable to unrestricted funds.

**8. EXPENDITURE ON CHARITABLE ACTIVITIES**

**Summary by activity**

	<b>Direct Costs £</b>	<b>Support Costs £</b>	<b>Total 2018 £</b>	<b>Total 2017 £</b>
Rehabilitation programmes	4,130,066	668,321	4,798,387	4,785,084
Employment services	362,183	58,608	420,791	366,295
Welfare and education services	<u>716,564</u>	<u>113,899</u>	<u>830,463</u>	<u>726,907</u>
	<u>5,208,813</u>	<u>840,828</u>	<u>6,049,641</u>	<u>5,878,286</u>

In the current and prior year all expenditure on charitable activities was attributable to restricted funds.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**9. RAISING FUNDS**

**Summary by activity**

	<b>Direct Costs £</b>	<b>Support Costs £</b>	<b>Total 2018 £</b>	<b>Total 2017 £</b>
Fundraising costs	<u>136,497</u>	<u>22,088</u>	<u>158,585</u>	<u>49,050</u>

In the current and prior year all expenditure on raising funds was attributable to unrestricted funds.

**10. SUPPORT COSTS BY CATEGORY**

	<b>2018 £</b>	<b>2017 £</b>
<b>Support Costs</b>		
Administration and Finance	<u>862,916</u>	<u>706,026</u>

Support costs are made up of the following:

	<b>2018 £</b>	<b>2017 £</b>
Staff costs	586,952	532,970
Office costs	27,960	21,934
Premises	8,601	9,472
Other costs	<u>239,403</u>	<u>141,650</u>
	<u>862,916</u>	<u>706,026</u>

**11. OTHER**

	<b>Restricted Funds £</b>	<b>Unrestricted Funds £</b>	<b>Total 2018 £</b>	<b>Total 2017 £</b>
Investment management fees	-	7,550	7,550	6,743
Governance costs	<u>-</u>	<u>29,902</u>	<u>29,902</u>	<u>34,798</u>
	<u>-</u>	<u>37,452</u>	<u>37,452</u>	<u>41,541</u>

In the prior year all other expenditure was attributable to unrestricted funds.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**12. GOVERNANCE COSTS**

	2018 £	2017 £
Auditor's remuneration	14,591	9,896
Other professional fees	12,761	22,186
Board, Committee costs	2,050	2,591
AGM, Annual Report costs	<u>500</u>	<u>125</u>
	<u>29,902</u>	<u>34,798</u>

**13. NET INCOMING RESOURCES  
BEFORE TRANSFERS**

	2018 £	2017 £
This is stated after charging:		
Depreciation:		
- owned tangible fixed assets	212,272	183,630
Auditor's remuneration - statutory audit	6,174	8,790
- other financial services	8,417	1,106
(Loss)/gain on disposal of investments	(2,655)	6,680
Gain on fair value movement of investments	9,409	318,105
Operating leases rentals	<u>129,615</u>	<u>129,615</u>

**14. STAFF COSTS**

	2018 £	2017 £
(a) Staff costs		
Wages and salaries	3,689,153	3,413,585
Social security costs	309,779	284,957
Agency and seconded staff	59,303	93,438
Pension costs – defined contribution schemes	172,303	153,521
Redundancy	<u>-</u>	<u>886</u>
	<u>4,230,538</u>	<u>3,946,387</u>

(b) One staff member earned between £60,000 and £70,000 (2017 – one in same band).

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**14. STAFF COSTS (Continued)**

	<b>2018</b>	<b>2017</b>
	<b>No.</b>	<b>No.</b>
(c) Average number of persons directly employed		
Office and management	24	22
Supervision and instruction	121	112
Support staff	<u>30</u>	<u>28</u>
	<u>176</u>	<u>162</u>
(d) Directors' and key management personnel remuneration and expenses		

No fees were paid to any director for their services as Board members. During the year travel expenses amounting to £611 were reimbursed to one Director (2017 – £313). No amounts were paid directly to third parties.

The total amount of employee benefits received by key management personnel is £192,517 (2017 - £182,610). The charity considers its key management personnel comprise the Chief Executive Officer, Head of Business Support and Head of Operations.

**15. TRANSFERS BETWEEN FUNDS**

An amount of £246,091 (2017 - £190,175) was transferred from unrestricted funds to restricted funds as a contribution from general funds which the Directors wish to apply towards the shortfall between restricted funds received and expended in the year.



**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**16. TANGIBLE FIXED ASSETS**

	Land and buildings (long leasehold) £	Plant and machinery £	Motor vehicles £	Fixtures, fittings, tools & other equipment £	Total £
<b>Cost:</b>					
At 1 April 2017	5,497,051	257,871	38,847	11,451	5,805,220
Additions	310,982	11,000	-	-	321,982
Disposals	<u>-</u>	<u>(2,971)</u>	<u>-</u>	<u>-</u>	<u>(2,971)</u>
At 31 March 2018	<u>5,808,033</u>	<u>265,900</u>	<u>38,847</u>	<u>11,451</u>	<u>6,124,231</u>
<b>Depreciation:</b>					
At 1 April 2017	3,532,259	143,957	38,847	7,460	3,722,523
Charges for the year	186,943	25,329	-	-	212,272
Eliminated on disposals	<u>-</u>	<u>(2,971)</u>	<u>-</u>	<u>-</u>	<u>(2,971)</u>
At 31 March 2018	<u>3,719,202</u>	<u>166,315</u>	<u>38,847</u>	<u>7,460</u>	<u>3,931,824</u>
<b>Net book value:</b>					
At 31 March 2018	<u>2,088,831</u>	<u>99,585</u>	<u>-</u>	<u>3,991</u>	<u>2,192,407</u>
At 31 March 2017	<u>1,964,792</u>	<u>113,914</u>	<u>-</u>	<u>3,991</u>	<u>2,082,697</u>

Included in long leasehold land and buildings is land costing £86,330 (2017 - £86,330).  
Land is not depreciated.

No fixed assets are subject to hire purchase or finance contracts.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**17. FIXED ASSET INVESTMENTS**

	<b>Quoted Investments £</b>
As at 1 April 2017	2,096,132
Additions, at cost	342,928
Realised loss on disposal	(2,655)
Disposals, at valuation	(187,104)
Accumulations	1,058
Increase in cash holding	141,213
Unrealised gain on revaluation	<u>9,409</u>
At 31 March 2018, at market value	<u>2,400,981</u>
At 31 March 2018, at historical cost	<u>1,979,887</u>

The charity's investments are managed on a discretionary basis by two independent investment brokers. Included in investments are cash balances of £175,857 (2017 - £34,644) held as part of the investment portfolio.

**18. STOCKS**

	<b>2018 £</b>	<b>2017 £</b>
Raw materials and consumables	<u>17,714</u>	<u>10,770</u>

**19. DEBTORS**

	<b>2018 £</b>	<b>2017 £</b>
Trade debtors	341,985	258,270
Grants due - ESF	1,198,283	835,808
Grants due - Other	54,878	76,829
Prepayments and accrued income	3,132	15,490
Other debtors	<u>2,111</u>	<u>2,458</u>
	<u>1,600,389</u>	<u>1,188,855</u>

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2018**

**20. CREDITORS: Amounts falling due within one year**

	2018 £	2017 £
Trade creditors	205,545	195,678
Other taxation and social security	109,858	73,532
Deferred income	281,820	227,264
Accruals and other creditors	<u>219,022</u>	<u>217,726</u>
	<u>816,245</u>	<u>714,200</u>

**21. DEFERRED INCOME**

	Under 1 year £	Over 1 year £	Total £
At 1 April 2017	227,264	-	227,264
Additions during the year	335,856	-	335,856
Amounts released to income	<u>(281,300)</u>	<u>-</u>	<u>(281,300)</u>
At 31 March 2018	<u>281,820</u>	<u>-</u>	<u>281,820</u>

**22. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Restricted Funds £	Unrestricted Funds £	Total Funds £
Tangible fixed assets	-	2,192,407	2,192,407
Investments	-	2,400,981	2,400,981
Net current assets	<u>-</u>	<u>1,148,619</u>	<u>1,148,619</u>
	<u>-</u>	<u>5,742,007</u>	<u>5,742,007</u>

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**23. REVALUATION RESERVE**

	£
At 1 April 2017	460,162
Net transfer from general fund	<u>(39,068)</u>
At 31 March 2018	<u>421,094</u>

This represents the unrealised gains accumulated on the revaluation of fixed asset investments.

**24. OTHER UNRESTRICTED FUNDS**

	General Fund £	Designated Capital Utilised Fund £	Designated Risk Reserve Fund £	Total £
<b>Unrestricted</b>				
At 1 April 2017	1,358,972	868,151	2,984,438	5,211,561
Surplus for the year	70,284	-	-	70,284
Transfer to/from general fund	(132,055)	-	132,055	-
Unrealised gain on investments	39,068	-	-	39,068
Addition to capital grants	(43,000)	43,000	-	-
Amortisation of capital grants	<u>105,369</u>	<u>(105,369)</u>	<u>-</u>	<u>-</u>
At 31 March 2018	<u>1,398,638</u>	<u>805,782</u>	<u>3,116,493</u>	<u>5,320,913</u>

**Capital utilised fund:**

This represents grants and donations originally received for restricted capital purposes. Having been fully utilised for those purposes they become unrestricted funds and are released to the General Fund at the same rates that depreciation is charged on the assets to which they relate.

**Risk reserve fund:**

The risk reserve fund represents an amount equivalent to six months budgeted operational expenditure which the Board feel is prudent to set aside in line with the charity's risk and reserve policies.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**25. TAXATION**

The company has been accepted by HM Revenue & Customs as a charity (reference no. XN 47959).

**26. CONTINGENT ASSETS AND LIABILITIES**

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

**27. CONDUIT FUNDING**

AMH acts as lead partner for Youth Action on the ESF, Working It Out project and for NEXUS in respect of the Social Investment Fund.

At the balance sheet date AMH held the following balances in respect of the above:

	<b>Youth Action</b>	<b>NEXUS</b>
	<b>£</b>	<b>£</b>
Debtors	7,720	7,174
Cash at bank	-	-
Creditors	<u>(7,720)</u>	<u>(7,174)</u>

In accordance with SORP (FRS 102) these balances have not been included in the Balance Sheet.

**ACTION MENTAL HEALTH**  
**(LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the Year Ended 31 March 2018**

**28. PENSIONS AND OTHER POST-RETIREMENT BENEFITS**

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £172,303 (2017 - £153,521).

**29. RELATED PARTY TRANSACTIONS**

No transactions with related parties were undertaken such as are required to be disclosed.

**30. OPERATING LEASE COMMITMENTS**

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2018	2017
	£	£
Not later than one year	43,886	43,589
Later than one and not later than five years	218,931	292,574
Later than five years	<u>          </u>	<u>          </u>

**31. EVENTS AFTER THE YEAR END**

On 1 April 2018 a group structure was created and New Life Counselling Service became the subsidiary of the new AMH group; New Life Counselling Service is a charitable company, limited by guarantee and incorporated in Northern Ireland. The purpose of creating this new group structure is to enhance both organisations' effectiveness in meeting the needs of service users, clients and communities.