REGISTERED COMPANY NUMBER: 02235097 (England and Wales)
REGISTERED CHARITY NUMBER: 298984

# REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2018 FOR YOUNG CONCERN TRUST

Gane Jackson Scott LLP
Chartered Certified Accountants
Second Floor, Kestrel House
Falconry Court
Bakers Lane
Epping
Essex
CM16 5BD

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The Trustees present their report and the financial statements for the year ended 31st March 2018. The Trustees, who are also directors for the purposes of company law and who served during the year and up to the date of this report, are set out on page 3.

The trustees 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) (effective 1 January 2015).

The Trust is governed by its Memorandum and Articles of Association.

#### **OBJECTIVES AND ACTIVITIES**

#### Objectives and aims

To promote the care and protection of the mental health and welfare of young persons who are in need of such care and attention by the provision or assistance in the provision of counselling, educational activities and therapeutic and related services.

#### Significant activities

YCT provides free, independent counselling sessions and therapies to children and young people on a one-to-one and group basis through the provision of therapeutic sessions in its own premises, in schools, at community locations and online. YCT works across issues including self-harm, domestic/sexual abuse, bereavement, addictions, family relationships, depression, anxiety and more.

One to one therapies include counselling, art and drama therapies. Group sessions, facilitated by qualified contracted therapists, are based on themes such as: Keeping Yourself Safe, exam stress, friendships, and bullying, and also include drama therapy and Forest School.

#### Public benefit

The Trustees of YCT take due regard to the requirement that the charity operates in ways that provide public benefit. Trustees are aware of the guidance around public benefit and take it into account when making decisions to which that guidance is relevant.

#### **ACHIEVEMENT AND PERFORMANCE**

YCT (the operating name of the Young Concern Trust) is a charity and company limited by guarantee. Responsibility for YCT's operation lies with the Board of Management which meets regularly throughout the year. The role of the Management Board is to set the strategic direction of the organisation, to oversee its finances, to ensure compliance with all relevant guidance and legislation, to have in place policies and procedures relevant to staff, contractors and volunteers and to the organisation's function, and to give advice and support in specialist areas. The Management Board regularly reviews its Reserve Fund, ensuring that this equates to an amount needed to adequately close the organisation down if circumstances made it necessary. YCT's Trustees believe that they comply with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

The Trust's core staff team is based at YCT House in Harlow, YCT's purpose-designed premises from which the core staff team operates and at which some therapeutic input is delivered. A large team of specialist self-employed therapists work on YCT's behalf in a range of locations across Essex, Hertfordshire and London. The Trust's work is delivered through a range of therapeutic models assessed as being relevant to the particular client or client group. Nationally-accredited tools are used to measure the impact of YCT's services; they, and anecdotal feedback from YCT's stakeholders, demonstrate the beneficial outcomes of YCT's interventions. Early intervention in emotional and mental health issues, such as those provided by YCT, can prevent the escalation to more serious conditions, ensuring better outcomes for children and young people and saving the public purse the cost of more expensive and time-consuming treatments. In addition to work with children and young people YCT supports and trains professional colleagues. Amongst other factors YCT monitors presenting issues, local need, youth culture, government initiatives, etc. in order to ensure that its current and future services are appropriate, beneficial and part of the overall 'offer' to children and young people. During 2017/18 the number of clients supported by YCT was 932, delivering 7441 hours of therapy.

Regular reports to the Board of Management, including feedback on the results of tools used to measure the success of the various pieces of work delivered by the organisation, allow the Board to ensure that the work delivered by YCT continues to support its charitable objectives.

YCT's Board is aware that two long-term grants will come to an end in the next financial year and is working to ensure that there is an increase in income-generation through traded services in order to ensure continued delivery of services.

The Board has embarked on the development of a new Strategic Plan which will set the direction for the development of YCT over the next three years

In the year 2017/2018 YCT's Director Lindsay Fox left YCT and a new appointment of CEO has been made. Nick Phipps will come into post in May 2018. Changes were made to the oversight and management of clinical staff with two new roles being created. A Service Coordinator has been recruited and a new Clinical Lead, Sue Adams, has been appointed and will take up her post in April 2018.

The YCT Board continues to be appreciative of its loyal, committed and flexible staff team and its team of self-employed therapists.

#### **FINANCIAL REVIEW**

#### Financial position

Full details are given in the Accounts accompanying this report.

Income £413,552 Expenditure £395,557

#### **FINANCIAL REVIEW**

#### Reserves policy

The Trustees of YCT recognise that funds gained by the charity are to be used for the public benefit, and should not be held back or kept in reserve without good cause.

YCT holds reserves as follow:

Fiscal Responsibility Fund: Once per quarter Trustees consider and approve a sum of money needed to shut the charity down effectively if such circumstances were forced upon it. In March 2018 the sum approved was £43,566.

In order to support the sustainability and long-term development of YCT the Trustees also hold funds based on a) development of the organisation b) sustainability of the organisation and c) future building and accommodation needs.

Development Fund: £30,000

Sustainability Fund: £49,635

Premises Fund: £13,605

The Trustees believe that YCT is in a sound financial situation with a broad funding base and with an ability to effectively react to changing circumstances

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### REFERENCE AND ADMINISTRATIVE DETAILS

**Registered Company number** 

02235097 (England and Wales)

#### **Registered Charity number**

298984

#### Registered office

Yct House Maddox Road Harlow Essex CM20 3GA

#### **Trustees**

Neil Frost Chairperson
Jeff Tarling Vice Chair
Nigel Varnam
Emma Toal (resigned 20.2.2018)
Herbert Dzinotyiweyi Treasurer
Sarah O'Donnell (resigned 06.09.2017)
Chris Pegley (resigned 17.07.2018)
Andrew Linton
Isobel Urquhart (appointed 18.10.2017)
Mark Ingall (appointed 20.02.2018)

#### **Company Secretary**

Mr Nigel Varnam

#### REFERENCE AND ADMINISTRATIVE DETAILS

Independent examiner

Gane Jackson Scott LLP
Chartered Certified Accountants
Second Floor, Kestrel House
Falconry Court
Bakers Lane
Epping
Essex
CM16 5BD

#### **Bankers**

CAF Bank Limited 25 Kings Hill Avenue West Maling Kent ME19 4JQ

#### **Solicitors**

Attwater Jameson & Hill Rothwell House West Square The High Harlow, Essex CM20 1LQ

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

Approved by order of the board of trustees on 23 November 2018 and signed on its behalf by:

Mr Neil Frost - Trustee

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF YOUNG CONCERN TRUST

#### Independent examiner's report to the trustees of Young Concern Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2018.

#### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of BA(Hons) FCCA which is one of the listed bodies

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2. the accounts do not accord with those records; or the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any
- 3. requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
  - the accounts have not been prepared in accordance with the methods and principles of the Statement of
- 4. Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached

P J Thain BA(Hons) FCCA Gane Jackson Scott LLP Chartered Certified Accountants Second Floor, Kestrel House Falconry Court Bakers Lane Epping Essex CM16 5BD

23 November 2018

#### YOUNG CONCERN TRUST STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2018

FOR THE YEAR ENDED 31 MARCH 2018					
		Inrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM Donations and legacies Charitable activities General charitable activities Essex Educational and Community Settings		23,370 1,149	49,764 - 248,499	73,134 1,149 248,499	66,294 1,500 263,672
Hertfordshire Educational and Community Settin	ngs		05.045	05.045	00.500
•	9	-	85,015	85,015	90,500
Greater London Educational Settings	^	- 045	5,543	5,543	60
Investment income Total	2	215 24,734	388,821	215 413,555	<u>536</u> 422,562
EXPENDITURE ON Raising funds Charitable activities General charitable activities BBC Children In Need Essex Educational and Community Settings		- 3,051 - -	12,066 6,250 31,603 256,804	12,066 9,301 31,603 256,804	19,055 5,010 38,529 245,419
Hertfordshire Educational and Community Settir	ngs		80,045	80,045	95,904
Greater London Educational Settings		_	5,741	5,741	43
Total		3,051	392,509	395,560	403,960
NET INCOME/(EXPENDITURE) RECONCILIATION OF FUNDS		21,683	(3,688)	17,995	18,602
Total funds brought forward TOTAL FUNDS CARRIED FORWARD		203,734 225,417	187,472 183,784	391,206 409,201	372,604 391,206

#### YOUNG CONCERN TRUST BALANCE SHEET AT 31 MARCH 2018

	Uı	nrestricted funds	Restricted funds	2018 Total funds	2017 Total funds
	Notes	£	£	£	£
FIXED ASSETS Tangible assets	7	27,503	50,001	77,504	87,931
CURRENT ASSETS					
Debtors Cash at bank and in hand	8	57,156 155,177 212,333	215,058 215,058	57,156 370,235 427,391	38,868 331,405 370,273
CREDITORS					
Amounts falling due within one year	9	(14,419)	(81,275)	(95,694)	(66,998)
NET CURRENT ASSETS TOTAL ASSETS LESS CURRENT		197,914	133,783	331,697	303,275
LIABILITIES		225,417	183,784	409,201	391,206
NET ASSETS		225,417	183,784	409,201	391,206
FUNDS	10				
Unrestricted funds: General fund				88,611	66,928
Fiscal Responsibility fund				43,566	43,566
Premises fund				13,605	13,605
Sustainability fund				49,635	49,635
Development fund				30,000_	30,000
				225,417	203,734
Restricted funds				183,784	187,472
TOTAL FUNDS				<u>409,201</u>	<u>391,206</u>

#### YOUNG CONCERN TRUST BALANCE SHEET - CONTINUED AT 31 MARCH 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in
- (b) accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

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

The financial statements were approved by the Board of Trustees on 23 November 2018 and were signed on its behalf by:

Mr Neil Frost -Trustee

Mr Nigel Varnam -Trustee

#### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

#### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property - Straight line over 16 years Fixtures and fittings - Straight line over 3 years

#### **Taxation**

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

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

#### 2. INVESTMENT INCOME

			2018	2017
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Deposit account interest	<u>215</u>		<u>215</u>	<u>536</u>

#### 3. NET INCOME/(EXPENDITURE)

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

	2018	2017
	£	£
Depreciation - owned assets	10,427	10,427

#### 4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2018 nor for the year ended 31 March 2017.

#### 5. STAFF COSTS

	2018 £	2017 £
Wages and salaries	120,377	116,406
Therapists	188,317	198,818
Other pension costs	3,201	2,076
	311,895	317,300
The average monthly number of employees during the year was as follows:		
	2018	2017
Project Director	1	1
Team leader (Part-time)	1	1
Administrator (Part-time)	1	1
Apprentices	2	2
Senior administrator	1	1
	6	6

No employees received emoluments in excess of £50,000.

#### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM	-	-	~
Donations and legacies	31,064	35,230	66,294
Charitable activities			
General charitable activities	1,500	-	1,500
Essex Educational and Community Settings	· -	263,672	263,672
Hertfordshire Educational and Community Settings	-	90,500	90,500
Carried forward	1.500	354,172	355.672

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

7.

	Unrestricted funds £	Restricted funds £	Total funds £
Charitable activities			
Brought forward	1,500	354,172	355,672
Greater London Educational Settings	-	60	60
Investment income	533	3_	536
Total	33,097	389,465	422,562
EXPENDITURE ON			
Raising funds	-	19,055	19,055
Charitable activities			
General charitable activities	(1,240)	6,250	5,010
BBC Children In Need	-	38,529	38,529
Essex Educational and Community Settings	-	245,419	245,419
Hertfordshire Educational and Community Settings	-	95,904	95,904
Greater London Educational Settings		43	43
Total	(1,240)	405,200	403,960
NET INCOME/(EXPENDITURE) RECONCILIATION OF FUNDS	34,337	(15,735)	18,602
Total funds brought forward	169,397	203,207	372,604
TOTAL FUNDS CARRIED FORWARD	203,734	187,472	391,206
TANGIBLE FIXED ASSETS			
	property	Fixtures and fittings	Totals £
COST	£	£	L
At 1 April 2017 and 31 March 2018	147,696	22,870_	170,566
DEPRECIATION			
At 1 April 2017	60,345	22,290	82,635
Charge for year	9,847	580_	10,427
At 31 March 2018	_70,192_	22,870	93,062
NET BOOK VALUE			
At 31 March 2018	<u>77,504</u>		<u>77,504</u>
At 31 March 2017	<u>87,351</u>	580_	<u>87,931</u>

#### 8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

			2018	2017
	Other debtors		£ 53,396	£ 36,298
	Prepayments and accrued income		3,760	2,570
			57,156	38,868
9.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			
			2018	2017
			£	£
	Payments on account		65,904	32,305
	Social security and other taxes		1,905	1,649
	Pension creditor		370	-
	Accrued expenses		27,515	33,044
			<u>95,694</u>	<u>66,998</u>
10.	MOVEMENT IN FUNDS			
			Net	
			movement	
		At 1/4/17	in funds	At 31/3/18
	The second of the second	£	£	£
	Unrestricted funds	66,000	24.602	00.044
	General fund Fiscal Responsibility fund	66,928 43,566	21,683	88,611 43,566
	Premises fund	13,605	-	13,605
	Sustainability fund	49,635	_	49,635
	Development fund	30,000	-	30,000
		203,734	21,683	225,417
	Restricted funds			
	Harlow Health Centres Trust Treat Fund	1,105	-	1,105
	Essex Educational and Community Settings	137,344	(2,210)	135,134
	Greater London Educational Settings	108	(198)	(90)
	Hertfordshire Educational and Community Settings	(7,336)	4,970	(2,366)
	YCT Property Fund	<u>56,251</u> 187,472	<u>(6,250)</u> (3,688)	50,001 183,784
		101,412	(3,000)	100,704
	TOTAL FUNDS	391,206	17,995	409,201

#### 10. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	24,734	(3,051)	21,683
Restricted funds			
Essex Educational and Community Settings	298,263	(300,473)	(2,210)
Greater London Educational Settings	5,543	(5,741)	(198)
Hertfordshire Educational and Community Settings	85,015	(80,045)	4,970
YCT Property Fund		(6,250)	(6,250)
	388,821	(392,509)	(3,688)
TOTAL FUNDS	413,555	(395,560)	17,995

#### 10. MOVEMENT IN FUNDS - continued

#### Comparatives for movement in funds

Comparatives for movement in funds	At 1/4/16 £	Net movement in funds £	Transfers between funds £	At 31/3/17 £
Unrestricted Funds				
General fund	32,591	34,337	-	66,928
Fiscal Responsibility fund	43,566	_	-	43,566
Premises fund	13,605	-	-	13,605
Sustainability fund	49,635	-	_	49,635
Development fund	30,000	-	-	30,000
,	169,397	34,337		203,734
Restricted Funds				
BBC Children In Need Fund	16,750	(3,299)	(13,451)	_
Harlow Health Centres Trust Treat Fund	1,105	-	-	1,105
Harlow Health Centre Trust LGBT Fund	3,440	-	(3,440)	-
Comic Relief	26,786	-	(26,786)	_
Oriel Gordon Fund	1,331	-	(1,331)	-
Clothworker's Fund	1	-	(1)	_
People's Millions Fund	31,250	(3,125)	(28,125)	-
Fowler Smith and Jones Fund	31,250	(3,125)	(28,125)	-
NHS West Essex	60,030	· -	(60,030)	-
Families Innovation Fund	14,139	-	(14,139)	-
Essex Communities Foundation	8,743	-	(8,743)	-
Essex Educational and Community Settings	10,223	(799)	127,920	137,344
Greater London Educational Settings	91	17	-	108
Hertfordshire Educational and Community				
Settings	(1,932)	(5,404)	-	(7,336)
YCT Property Fund			<u> 56,251</u>	56,251
	203,207	(15,735)		187,472
TOTAL FUNDS	372,604	18,602		391,206

#### 10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds	_	~	_
General fund	33,097	1,240	34,337
Restricted funds			
BBC Children In Need Fund	35,230	(38,529)	(3,299)
Essex Educational and Community Settings	263,675	(264,474)	(799)
Greater London Educational Settings	60	(43)	17
Hertfordshire Educational and Community Settings	90,500	(95,904)	(5,404)
People's Millions Fund	-	(3,125)	(3,125)
Fowler Smith and Jones Fund		(3,125)	(3,125)
	389,465	(405,200)	(15,735)
TOTAL FUNDS	422,562	(403,960)	18,602

#### 10. MOVEMENT IN FUNDS - continued

The fiscal responsibility fund is a reserve fund designated by the directors in order to protect against any sudden loss of income. The amount of reserves is set so as to enable the company to meet all staff redundancy costs plus a provision for legal costs associated with the winding up of the organisation.

The Premises Fund was designated by the Directors to provide for any future large scale refurbishment or repair work.

The Sustainability Fund was designated by the Directors to support core costs of the organisation during a period of significant transition.

The Development Fund was designated by the Directors as a provision for the future development of the organisation with a view of generating increased income streams in order to add further stability.

BBC Children in Need provides one to one counselling for young people (11-18) in Harlow and the surrounding area, including online.

Harlow Health Centres Trust Treat Fund provides for pastoral care of staff and volunteers of YCT.

The Harlow Health Centres Trust LGBT Fund provides for two pilot LGBT groups for young people.

Comic Relief provides one to one counselling for young people (11-25) in Harlow and the surrounding area.

The Oriel Gordon Fund provides for projects aimed at young parents and sexual health.

The Fowler Smith and Jones Fund together with The People's Millions Fund provided a contribution towards the cost of refurbishing YCT House. This contribution has been fully utilised and both of these funds have been combined into the YCT Property Fund. The fund balance represents the net book value of the refurbishment funded.

NHS West Essex and West Essex CCG have provided 1:1 counselling for 5-11 year olds in West Essex and one to one and group work talking therapies for teenagers.

Families Innovation Fund provides for KYSS projects in secondary schools.

Essex Community Foundation provided funding for Forest School practitioner training plus equipment.

Essex Educational and Community Settings fund one to one counselling in schools, academies, specialist schools, alternative educational establishments and colleges and Harlow Council Partnership Grant supports one to one counselling support for 11 - 25 year olds in Harlow, including online. The Garfield Weston foundation also supports one to one counselling for 11 - 25 year olds in Harlow and the surrounding area. The West Essex Youth Strategy Group funds Mental Health Awareness sessions and Keep YourSelf Safe (KYSS) risky behaviour programmes in secondary schools.

Greater London Educational Settings funds one to one counselling in schools.

Hertfordshire Educational and Community Settings fund one to one counselling in schools, academies, and colleges, and Hertfordshire County Council funds a one to one counselling service for young people (13-19 years) in Bishops Stortford, Cheshunt, Ware, Royston and Buntingford. The CAMHS Transformation Innovation Fund provides parent-child dyad work in East Herts/Browbourne.

#### 11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.