



Annual Report and Financial Statements

Year ended 31 March 2015

Charity registration no. 1112339
Charity Registration no. SC041210 (Scotland)
Company Registration no. 5609241 (England & Wales)

CHAIR'S REPORT

The previous year has seen significant progress and change for Mentor. We have welcomed a new Chief Executive and relocated our London office. Operationally we have been mobilising one of the most significant programmes in our history. The Good Behaviour Game is a randomised controlled trial of a primary school classroom intervention. This past year we have been recruiting schools across northern England to be part of the trial, the largest of its type outside of the USA. This is a significant step towards our goal to bring evidence-based programmes to the mainstream and I believe we will look back and see the last 12 months as momentous in Mentor's development.

Mentor has been championing prevention since 1998 and I am encouraged that there is a growing understanding within government and the public that we need to intervene as soon as possible to tackle social, economic, educational and health harms effectively and to give all young people the best chance in life. In part this awakening is driven by the financial pressures facing our public services. Not only does prevention and early intervention allow young people to fulfil their potential but it is also far more cost effective. Prevention is better than cure.

In today's complex world, young people need life skills to help them negotiate challenging situations and build their resilience to a range of negative risks.

Our work provides children and young people with age-appropriate knowledge

and skills coupled with positive health values to help build the self-confidence to make their own decisions.

We believe the best strategy for supporting the well-being of children and young people is through a life-course approach to intervention and prevention. This approach considers the many inter-related risks young people face, and supports effective, evidence-based prevention in the home, at school and in the community.

The social and economic consequences of drink and drug misuse are huge. The government estimates that crimes related to drugs cost the UK **£13.3 billion** every year, with each individual problematic drug user costing the state an estimated £827,000 over the course of their lifetime.

And yet we barely spend anything trying to prevent this catastrophe. The NHS spends only **4% of its total budget** on preventing ill health. NICE says that a national alcohol prevention programme in schools reducing young people's alcohol consumption by as little as 1.4% would be a cost-effective public health intervention – but we continue not to invest in effective health education.

We know that to protect children and young people from alcohol and drug harms they need more than bald facts - they need to develop self-confidence, ambition to achieve, and the skills to resist negative peer pressure.

Trustees wish to thank Mentor staff for their hard work and dedication over the past year. We also thank our funders,

commissioners, partners, volunteers and everyone who takes part in our projects.

The case for prevention is clear, we must invest in prevention and the future of our children.

I hope we may count on your support.

Sim Scavazza
Chair – Board of Trustees

WHO WE ARE

Our vision

A world that provides opportunities for the healthy development of children and young people free from the harm caused by drug misuse.

Our mission

To promote the health and well being of children and young people and prevent alcohol and drug misuse. We do this by ensuring:

- Every child in the UK receives sufficient, appropriately delivered evidence based alcohol and drug prevention in school.
- Parents have free access to the best information and support to help them protect their children from the harms of alcohol and drug misuse, as well as other related risky behaviours.
- Policy makers prioritise prevention and early intervention.

MENTOR INTERNATIONAL

Mentor is part of *Mentor International*, the leading international NGO on prevention.

Mentor International delivers effective prevention programmes around the world and through its Prevention Hub is the centre of knowledge and information about effective policy and practice.

MENTOR'S STRATEGY

Our strategic goals for 2014 – 2017 are:

- **To identify and deliver programmes to prevent or reduce alcohol and drug harms to young people**
- **To work with partners to embed successful and effective prevention, health and education programmes into the mainstream**
- **To influence prevention policy in the UK, championing evidence-based prevention**

YOUTH INVOLVEMENT

For prevention to be effective, we must listen to and learn from young people to understand their needs with regards to effective drug and alcohol prevention. Youth involvement is central to Mentor's philosophy and practice and is embedded in our work through focus groups, policy work and peer led programmes.

MENTOR'S ETHICAL POLICY

regarding the alcohol industry

Mentor will consider, on a case by case basis, partnerships with all organisations who share our aims, including the alcohol industry. We will not consider or accept funding or other support from sources, whether commercial or otherwise, which would compromise the independence of our decision making, project delivery, evaluation or reporting.

THE CASE FOR PREVENTION

The government estimates that crimes related to drugs cost the UK £13.3 billion every year - yet the NHS spends only 4% of its total budget on preventing ill health.

As a prevention charity, our work is about:

- Improving Health and Wellbeing
- Improving Education & Employment Outcomes
- Reducing Antisocial Behaviour & Crime
- Narrowing the Equality Gap
- Reducing demand on Public Services
- Investing in a Civilised Society

Prevention and early intervention help to ensure that children have the best chance to reach their full academic, social and personal potential.

THE CASE FOR EVIDENCE-BASED PRACTICE

Traditional 'prevention' methods include:

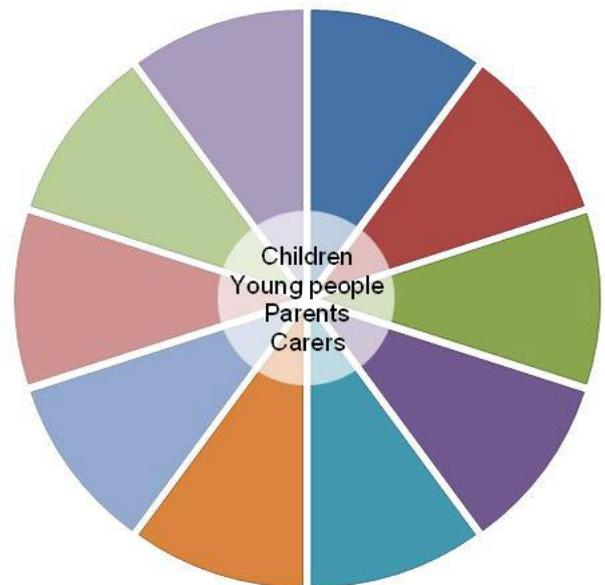
- Cautionary stories
- Information-only lessons
- Focus on harm or fear
- Harsh or inconsistent punishment

Research has shown time and again these methods are ineffective – and in some cases, actually lead to **increased drug and alcohol misuse** among young people.

Yet many in the prevention and intervention fields continue to use them. It is essential programmes are evidence-based to ensure interventions work.

BUILDING A COMMUNITY OF PRACTICE AROUND PREVENTION

A community of practice is “a group of people who share a concern or a passion for something they do, and learn how to do it better as they interact regularly.” (Lave and Wenger, 1998)



Why we need a community of practice around prevention

The challenges young people face as they grow up are complex and interlinked. Addressing potential harms before they become damaging is vital, and it cannot be done by one organisation alone.

We work in partnerships to develop best practices, build a **strong evidence base** for what works, and support each other in protecting children and young people from harm by building their self-efficacy and resilience to risk as they move through childhood and adolescence.

PROGRAMMES OVERVIEW 2014 - 2015

Name: ADEPIS

Target beneficiaries: schools

Keywords: evidence, research, education

ADEPIS (the Alcohol & Drug Education & Prevention Information Service) launched in April 2013 with funding from the Department for Education as a free national service for schools. The platform provides downloadable toolkits and briefing papers, as well as free regional seminars, allowing heads, teachers and governors to take a lead on alcohol and drug prevention.

Mentor received joint Government funding in March 2015 to further embed expert advice and develop evidence-based tools for local practice in prevention and education through the integration and further development of the Centre for Analysis of Youth Transitions (CAYT).

Name: The Good Behaviour Game

Target beneficiaries: Y3 & Y4 pupils

Keywords: early intervention, RTC, resilience, learning, behaviour, life skills

The Good Behaviour Game (GBG) is an approach to classroom management which has been shown to have dramatic benefits on children's behaviour.

An international body of evidence indicates GBG leads to significant educational and health benefits, including immediate improvements in behaviour and attainment, as well as a reduction in mental ill health and substance misuse.

We are now preparing for a UK trial, funded by the Education Endowment Foundation (EEF) and independently evaluated by the University of Manchester. This two-year trial will offer primary schools in England the exciting opportunity to measure the impact of the GBG intervention in UK schools.

Name: Effekt

Target beneficiaries: carers of 13-16yr olds

Keywords: parents, carers, education

Research shows that parents with more restrictive views can reduce levels of binge drinking. *Effekt* is designed to decrease underage drunkenness by educating and empowering parents about the influence their attitudes can have on their children.

Mentor is working with Brighton & Hove City Council and the University of Sussex to evaluate *Effekt*, which is being piloted at local secondary schools. If successful, the programme will be replicated citywide, and publicised to other local authorities.

Name: Young STAND

Target beneficiaries: youth aged 13-19

Keywords: youth engagement, Scotland

In 2015, Mentor and SCPHRP launched the third *Young STAND* (Scots Tackling Alcohol and Drugs) Awards, an innovative scheme which aims to recognise and reward youth-led projects in Scotland that help prevent children and young people from misusing drugs and alcohol.

Name: Boys and Girls PLUS
Target beneficiaries: youth aged 13-19
Keywords: life skills, resilience, EU

Mentor was part of a successful bid to the European Union to run *Boys and Girls PLUS*, building on the work of the original 'Boys and Girls' video web series. By promoting healthy lifestyles and building life skills and resilience, this programme can have a positive impact on drug use and other risky behaviours in a way that 'single issue' interventions do not.

An essential part of the project will be an evaluation of the effectiveness of social media-based prevention programmes supported by the tools we develop. We expect that the research field, working on evidence-based prevention programmes, will benefit from our evaluation.

Name: Youth Insight
Target beneficiaries: youth aged 15-18
Keywords: policy, social action, life skills, youth engagement

Youth Insight offers practical support for London-based policy organisations looking to involve young people in policy development, building on the work of the *London Youth Involvement Project*.

Youth Advisers are working with the PSHE Association to contribute to ongoing research into what makes a quality PSHE lesson, and aim to meet with a wide range of youth groups in a workshop that will inform the creation of a guidebook for organisations wishing to increase youth involvement in their policy development.

Name: Families Together
Target beneficiaries: kinship care families
Keywords: kinship care, Scotland

Mentor Scotland continues its work with kinship carers (full-time carers of the child of another family member) and is now in the final year of a three-year project funded by the Big Lottery fund to deliver support to 180 vulnerable kinship care families.

Of the 213 families Mentor worked with, 89% of carers are more aware of and are using local services, 99% feel they have a greater understanding of the process they go through, 96% felt their relationships had improved, and 96% felt their children had grown in confidence and had positive futures ahead.

Name: Early Help Model for Kinship Care
Target beneficiaries: kinship care families
Keywords: kinship care, early intervention

Mentor, alongside Grandparents Plus, 4Children and the Childhood Bereavement Network, submitted a joint proposal to the VCS National Prospectus for the development of an *Early Help Model* for kinship carers in England, building on the work of *Families Together* in Scotland.

Mentor will help train kinship care professionals to support kinship carers with a range of challenges, as well as contributing to the development of a substance misuse training manual and a kinship care training programme.

Name: Breaking Out

Target beneficiaries: offenders aged 16-21

Keywords: peer education, community, offenders, Scotland,

This pioneering peer-led alcohol education programme at HM YOI Polmont to reduce reoffending due to alcohol misuse among young male offenders has consistently outperformed expectations quantitatively and qualitatively. In Year 3, *Breaking Out* focused on connecting with community-based services to help participants access support or use their skills to support peers.

Name: The Bottle Project

Target beneficiaries: offenders aged 16-21

Keywords: peer education, offenders, Scotland

The Bottle Project is a peer-led programme that aims to build resilience to risks – particularly alcohol misuse and offending behaviour – and to foster healthy ambition, determination and a sense of community among participants. Team leaders will train young mentors to deliver workshops and eventually train others, encouraging ownership and leadership.

Research has shown that peer-led learning is particularly effective among vulnerable and socially excluded young people who do not engage with formal education. This is supported by Mentor's own work with *Breaking Out*, from which this project developed.

CAMPAIGNING

Mentor is campaigning for the development of national standards and programmes based upon evidence in alcohol and drug education.

Schools play a vital role in preparing our children for the decisions they make in life. Alongside parents they provide a framework that helps determine children's future chances. This is as true for issues around health and wellbeing as it is of literacy and numeracy.

We continue our campaign to make PSHE education a statutory entitlement for all children and young people. During the past year Mentor submitted [written evidence](#) on this subject to the Education Select Committee and our Chief Executive provided [oral evidence](#) as part of the expert panel session held at the House of Commons. He submitted that the role of good PSHE within schools is to enable young people to be more self-aware, to be able to be resilient and to be able to make informed decisions. Subsequently we were pleased to endorse the overall recommendations outlined in the Education Select Committee report, which included:

'We recommend that the DfE develop a workplan for introducing age-appropriate PSHE and RSE as statutory subjects in primary and secondary schools,

We await the government's response to the Education Select Committee report.

REFERENCE AND ADMINISTRATIVE DETAILS AND FINANCIAL INFORMATION AND STATEMENTS

Trustees

Sim Scavazza (Chairman)
Rachel Lee (*appointed December 2013*)
Colin McCleod (*resigned March 2015*)
The Rt. Hon. Lord Mancroft
Martin Paisner
The Hon. Sir David Sieff (*resigned March 2015*)
Sir Jack Stewart Clark (*resigned September 2014*)
Helen Watson
Dr Astrid Wissenburg
Antonia de Gier (*appointed June 2014*)

Chief Executive

Michael O'Toole (*from October 2014*)
Paul Tuohy (*to July 2014*)

Registered Office (from 18 Sep 2014)

CAN – Mezzanine
49-51 East Road
London N1 6AH

Professional Advisors

Auditors

H W Fisher & Company
11-15 William Road
London NW1 3ER

Bankers

HSBC
90 Baker Street
London W1M 2AX

Solicitors

Berwin Leighton Paisner
Adelaide House
London EC4R 9HA

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure

Mentor Foundation UK is a registered charity and company limited by guarantee, governed by its Memorandum and Articles, dated 1 November 2005.

The Trustees (and Directors for the purposes of law), include current and former Parliamentarians, international business people, a senior legal practitioner and senior academics. Several Trustees have extensive charity management experience and sit on the boards of other charities. All share a common passion and commitment to Mentor's mission.

Each Trustee is provided with an induction pack, which includes Charity Commission guidance on the roles and responsibilities of charity trustees. The Board endeavours to ensure that it maintains an appropriate mix of skills and experience to enable it to fulfil its mission, and also to ensure that it adequately represents the communities it serves and takes the appropriate steps to fill gaps in the necessary skills.

In summer 2013, the Board undertook a comprehensive governance review which included an internal audit by HW Fisher.

Staffing

The Chief Executive is accountable to the Board of Trustees, chaired by Sim Scavazza, and manages other Mentor staff (11 full time equivalent during 2014-15). Some tasks were undertaken by external contractors.

Review of the Financial Position

INCOME

Our overall income for 2014 - 2015 was significantly higher than the previous year.

Whilst the bulk of our income currently continues to come from statutory funding and trusts and foundations, we are committed to building diverse income streams – see Fundraising below.

Statutory	398,500
Trusts & Foundations	278,684
Other	46,718
Total	723,902

EXPENDITURE

Charitable expenditure, that is money directly spent to protect children and young people from the harms of drugs and alcohol, represented 95% of our total expenditure in 2014 - 15, over ten different projects.

FUNDRAISING

Mentor's Strategic Plan 2014 – 17 has helped us to sell Mentor to a broader base of supporters and we began 2015 – 16 in the most robust position ever, with 89% of income already assured.

In 2014 – 15 substantial funding was gratefully received from the following:

Education Endowment Fund, Scottish Whisky Association, Peter Cruddas Foundation, Royal Foundation Scotland, Arabella Duffield Trust, Big Lottery Fund,

City Bridge Trust, Comic Relief, Dorset Foundation, Department for Education, Gannochy Trust, Robertson Trust, Scottish Government, and the European Commission in the frame of the DPIIP programme 2013. We were also in receipt of a grant from Google to improve our online media.

Our grateful thanks to all donors, particularly those who elected to remain anonymous, and to individuals who have supported Mentor's work.

Reserves Policy

The Board of Trustees has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be between three and six months core costs, which for 2015 equated to a minimum of £174,000 in general funds.

Trustees recognise the need to prioritise fundraising for unrestricted grants and donations, so as to reinstate unrestricted reserves to at least three months' running costs as soon as possible. However, some of our core costs are covered by restricted income, so the level decided upon is intended to offset any fluctuations in receiving payments of grants and to ensure that other restricted funds are not used.

The total reserves, including restricted funds, still falls short of the agreed minimum and our challenge during 2015 – 16 is to ensure that the target is reached.

Investment Policy

The charity currently retains surplus funds in low risk, easy access accounts in order to accommodate variable cash-flow. It will review its investment policy at least annually.

Risk Management

The Board of Trustees is required to assess the major risks to which the charity is exposed and establish systems to mitigate these risks. The Board is also required to ensure that the charity complies fully with the law and eliminates all risk of breaching the law. Mentor Foundation UK has a Risk Management and Legal Compliance Strategy that comprises identification of risks, evaluation of their potential impact, design of risk management and legal compliance programmes followed by implementation and review points. The primary risk during the year was the financial stability of the charity.

Public benefit statement

The sections of this report above entitled 'Review of Activities' sets out Mentor Foundation UK objectives and reports on the activity and successes in the year to 31 March 2015 as well as explaining the plans for the current financial year. Mentor's work benefits children and young people, teachers, health professionals, and families.

The Trustees have considered this matter and concluded:

1. That the aims of the organisation continue to be charitable;

2. That the aims and the work done give identifiable benefits to the charitable sector and both indirectly and directly to individuals in need;
3. That the benefits are for the public, are not unreasonably restricted in any way and certainly not by ability to pay; and
4. That there is no detriment or harm arising from the aims or activities.

Disclosure of information to auditors

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

Re-appointment of auditors

H W Fisher & Company were appointed auditors to the company and in accordance with section 485 of the Companies Act 2006 a resolution proposing that they be re-appointed will be put to the Annual Meeting.

On behalf of the Board of Trustees

Sim Scavazza

Chair

Date.....

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Trustees to prepare accounts for each financial year, which give a true and fair view of the state of affairs of the Foundation and of its incoming resources and application of resources, including its net income and expenditure for the year.

In preparing these accounts, the Trustees 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;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Foundation will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Foundation and which enable them to ensure that the accounts comply with the Companies Act 2006 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the Foundation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

AUDITORS' REPORT TO THE MEMBERS OF MENTOR FOUNDATION UK

We have audited the accounts of Mentor Foundation UK for the year ended 31 March 2015 set out on pages 15 to 21. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and the Charities and Trustee Investment (Scotland) Act 2005. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement on page 12, the trustees, who are also the directors of the charitable company for the purposes of company law, are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

We have been appointed as auditor under Chapter 2 of Part 16 of the Companies Act

2006 and section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and report in accordance with regulations made under these Acts. Our responsibility is to audit and express an opinion on the accounts in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on Accounts

In our opinion the accounts:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2015, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulations 6 and 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

**S P Mehta (Senior Statutory Auditor)
for and on behalf of H W Fisher &
Company
Chartered Accountants
Statutory Auditor**

Acre House
11-15 William Road
London NW1 3 ER
United Kingdom

Opinion on other matter prescribed by the Companies Act 2006

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

Dated:

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Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) 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

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2015

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2015	Total Funds 2014
		£	£	£	£
Incoming Resources					
Incoming resources from generated funds:					
Voluntary Income	2	122,162	359,174	481,336	499,999
Investment Income		45	-	45	50
		<u>122,207</u>	<u>359,174</u>	<u>481,381</u>	<u>500,049</u>
Incoming resources from charitable activities:					
Other Income		200	1,501	1,701	5,667
		<u>122,407</u>	<u>601,495</u>	<u>723,902</u>	<u>628,672</u>
Total Incoming Resources					
Resources Expended					
Costs of generating funds:					
Fundraising & Publicity costs	3	19,371	-	19,371	28,579
		<u>103,036</u>	<u>601,495</u>	<u>704,531</u>	<u>600,093</u>
Net income available for charitable activities					
Charitable activities:					
Education		25,585	309,742	335,327	278,683
Research			113,597	113,597	91,675
Prevention			210,298	210,298	200,485
		<u>25,585</u>	<u>633,637</u>	<u>659,222</u>	<u>570,843</u>
Total Charitable Activities					
Governance	3	15,652	-	15,652	21,815
		<u>60,608</u>	<u>633,637</u>	<u>694,245</u>	<u>621,237</u>
Total Resources Expended					
Net Income for the year					
- Before transfers		61,799	(32,142)	29,657	7,435
Transfers between funds		(32,370)	32,370	-	-
		<u>29,429</u>	<u>228</u>	<u>29,657</u>	<u>7,435</u>
- After transfers					
Reconciliation of Funds					
Balance brought forward at 1 April 2014		46,659	527	47,186	39,751
		<u>76,088</u>	<u>755</u>	<u>76,843</u>	<u>47,186</u>
Balance carried forward at 31 March 2015					

All gains and losses arising in the year are included in the Statement of Financial Activities and arise from continuing operations.

The notes on pages 17 to 21 form part of these financial statements.

BALANCE SHEET
AS AT 31 MARCH 2015

	Note	2015 £	2015 £	2014 £	2014 £
Fixed Assets					
Tangible assets	5	3,685		5,988	
			3,685		5,988
Current Assets					
Debtors	6	23,851		3,340	
Cash at bank and in hand		101,580		59,585	
		<u>125,431</u>		<u>62,925</u>	
Creditors: Amounts falling due within one year	7	<u>(52,273)</u>		<u>(21,727)</u>	
Net Current Assets			<u>73,158</u>		<u>41,198</u>
Net assets			<u><u>76,843</u></u>		<u><u>47,186</u></u>
Funds Balances					
Unrestricted Funds					
General Fund			76,088		46,659
Restricted Funds	9		755		527
			<u>76,843</u>		<u>47,186</u>

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

Ms Sim Scavazza (Chairman)

The notes on pages 17 to 21 form part of these financial statements.

Company registration no: 5609241

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015

1 Accounting Policies

a) Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice (2005) (SORP) "Accounting and Reporting by Charities", issued by the Charity Commission, regulation 8 of the Charities Accounts (Scotland) Regulations 2006, the Companies Act 2006 and the requirements of the Memorandum and Articles of Association.

b) Incoming resources

Voluntary income and donations are accounted for on an accruals basis. The income from fundraising ventures is shown gross, with the associated costs included in fundraising costs.

Gifts in kind are valued on the basis that resources are to be the estimated value to the charity of the service, being the price the charity estimates it would pay in the open market for the service.

c) Resources expended

All expenses are accounted for on an accruals basis. Wherever possible costs are allocated directly to the appropriate activity; other costs common to all activities are apportioned between those activities on a basis which the trustees believe gives a fair allocation of the activity costs.

Fundraising expenditure comprises costs incurred in inducing people and organisations to contribute financially to the Foundation's work. This includes the cost of advertising for donations and the staging of special fundraising events. Expenditure incurred in connection with the specific objects of the charity is included under the heading *charitable activities*.

Expenditure on *governance* of the Foundation includes all costs relating to regulatory compliance and the strategic direction of the charity.

d) Pension costs

Mentor UK operates a group personal pension plan and contributes 3% of employees gross salary to a personal pension plan for each employee. The cost of providing pensions for employees is charged to the Statement of Financial Activities in the year in which the contributions are paid. The assets of the scheme are held separately from those of the charity in an independently administered fund.

e) Tangible fixed assets and depreciation

Fixed assets are recorded at cost or, in cases where assets have been donated to the Foundation, at valuation at the time of donation. All assets acquired for continuing use and costing more than £500 are capitalised.

Provision is made for depreciation on all tangible assets, at rates calculated to write off the asset, less estimated residual value, over its expected life as follows:

Computer and Office Equipment - 25% per annum on a straight line basis

f) Funds

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objects of the charity and have not been designated for other purposes.

Designated funds comprise funds which have been set aside by the trustees for particular purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

g) Taxation

The Foundation is an exempt approved charity in accordance with the Income and Corporation Taxes Act 1988.

h) Operating lease rentals

Rentals in respect of operating leases are charged to the Statement of Financial Activities as incurred.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

2	Voluntary Income	Unrestricted £	Restricted £	2015 £	2014 £
	Donations and gifts	122,162	359,174	481,336	499,999
3	Total Resources Expended	Direct costs	Staff costs	Allocated costs	Total Funds
		£	£	£	2015 £
					2014 £
	Cost of generating funds				
	Fundraising and publicity costs	257	15,304	3,810	19,371
	Charitable activities				
	Drug related projects	196,900	370,174	92,148	659,222
	Governance	6,046	7,691	1,915	15,652
		<u>203,203</u>	<u>393,169</u>	<u>97,873</u>	<u>694,245</u>
					<u>621,237</u>
	Allocated costs	Drug Related Projects	Fundraising	Governance	Total funds
		£	£	£	2015 £
					2014 £
	Other Staff Costs (1)	32,781	1,355	681	34,817
	Office Costs (2)	54,757	2,264	1,138	58,159
	Depreciation	3,198	132	67	3,397
	Communications & International activities (3)	1,412	59	29	1,500
		<u>92,148</u>	<u>3,810</u>	<u>1,915</u>	<u>97,873</u>
					<u>65,952</u>

(1) These costs are allocated in proportion to staff costs for each area and include recruitment and contractors costs

(2) Office costs are allocated on the basis of time spent on each activity area.

(3) International activities includes a subscription to Mentor International of £1,500 (2014: £2,000).

Governance costs

Direct governance costs include audit fees of £5,049 (2014 : £4,410) and £0 (2014 : £3,120) for other services .

Staff costs comprise:

	2015 £	2014 £
Wages and salaries	356,528	386,153
Social security costs	32,756	38,751
Pension costs	3,885	9,546
	<u>393,169</u>	<u>434,450</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

The average number of (FTE) employees, analysed by function, was:

	2015 No	2014 No (restated)
Fundraising	1	1
Drug related projects	10	10
	<u>11</u>	<u>11</u>

The number of employees whose annual emoluments were £60,000 or more were:

	2015 No	2014 No
£60,000 to £69,999	-	-
£70,000 to £79,999	-	1
	<u>-</u>	<u>1</u>

4 Trustees

No trustees received remuneration during the year (2014 : none). Expenses reimbursed to, or paid on behalf of Trustees during the year amounted to £0 (2014:£1,012).

5 Tangible Fixed Assets

	Fixtures, fittings & equipment £
Cost	
At 1 April 2014	19,851
Disposals	(3,546)
Additions	2,718
At 31 March 2015	<u>19,023</u>
Depreciation	
At 1 April 2014	13,863
Disposals	(1,922)
Charge for year	3,397
At 31 March 2015	<u>15,338</u>
Net book value	
At 31 March 2015	<u>3,685</u>
At 31 March 2014	<u>5,988</u>

6 Debtors

	2015 £	2014 £
Other debtors	8,500	-
Prepayments and accrued income	15,351	3,340
	<u>23,851</u>	<u>3,340</u>

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

7 Creditors: amounts falling due within one year	2015 £	2014 £
Taxes and social security costs	7,693	10,568
Other creditors and accruals	44,580	11,159
	<u>52,273</u>	<u>21,727</u>

8 Restricted Funds

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

		1 April 2014 £	Incoming resources £	Resources expended £	Transfers £	31 March 2015 £
Breaking Out (a)		(11,939)	59,779	65,480		(17,640)
Families Together (b)		26,830	137,940	129,623		35,147
Scotland		1,732	2,950	36,897	32,215	-
Scottish Government (a)		-	87,500	88,519		(1,019)
Bottle Project		-	-	155	155	-
Scottish Whisky Association (b)		-	16,757	12,123		4,634
Early Help - Kinship Care (a)		-	-	1,204		(1,204)
ADEPIS (a)		(869)	110,716	112,393		(2,546)
Good Behaviour Game (a)		-	50,000	59,232		(9,232)
Mpact Plus (a)		-	19,933	31,155		(11,222)
EU Boys & Girls Project (b)		(2,391)	17,965	10,181		5,393
Youth Insight (a)		(12,836)	55,300	44,020		(1,556)
Website Development		-	42,655	42,655		-
		<u>527</u>	<u>601,495</u>	<u>633,637</u>	<u>32,370</u>	<u>755</u>

Breaking Out is a project undertaken at Polmont Prison in Scotland, and is jointly funded by Comic Relief, the Robertson Trust, the Gannochy Trust and the Arabella Duffield Trust.

Families Together is a project in Scotland funded by the Big Lottery Fund, with additional funding from the R S Macdonald Charitable Trust, The Courant Fund and the Erskine Cunningham Hill Trust.

The Scottish Whisky Association funded the salary of a post in Scotland.

Youth Insight is a project that is funded by the City Bridge Trust.

Funding was received in 2014-15 from the Department for Education for the ADEPIS (Alcohol & Drug Education & Prevention Service) project.

Early Help - Kinship Care is a new project that will be funded by Public Health England in 2015-16.

The Good Behaviour Game is a project working with schools and is funded by the Education Endowment Fund.

Website Development includes income in kind from Google Inc.

Boys & Girls project is an EU funded collaboration, for which we will receive income during 2014-15.

Mpact Plus is a project that measures the impact of parental drug and alcohol abuse on children.

The Bottle Project in Scotland was part funded by the Nancie Massie Charitable Trust.

Funding for Scotland includes a grant from the Scottish Government for work with children in kinship care, in addition to funding from the Gordon Fraser Charitable Trust & Sylvia Aitken Charitable Trust.

(a) denotes projects where expenditure has exceeded income during the year, which will be allocated to income received during 2015-16.

(b) refers to income received during 2014-15 which will be expended in 2015-16

All other transfers from unrestricted funds to projects are where expenditure has been incurred against a project that is no longer funded.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2015

9 Analysis of Net Assets between funds

	Unrestricted £	Restricted £	Total £
Fund balances as at 31 March 2015 are represented by:			
Tangible Fixed Assets	3,685	-	3,685
Current Assets	124,676	755	125,431
Creditors: amounts falling due within one year	(52,273)	-	(52,273)
	<u>76,088</u>	<u>755</u>	<u>76,843</u>

10 Commitments under operating leases

At 31 March 2015 the charity had annual commitments under operating leases as follows:

	2015 £	2014 £
Buildings:		
Leases which expire within one year	-	1,397
Leases which expire within two to five years	-	5,150
	<u>-</u>	<u>6,547</u>

11 Legal Status

The charity is a company limited by guarantee. In the event of the company being wound up the guarantee is limited to £1 per member.