

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL

(a company limited by guarantee)

REPORT AND ACCOUNTS OF THE TRUSTEES/DIRECTORS

FOR THE PERIOD ENDED 31 MARCH 2008

BOYDELL & CO
Chartered Accountants
89 Chiswick High Road
London
W4 2EF

FRIDAY



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16/01/2009
COMPANIES HOUSE

Registered Charity number: 1116206
Company number: 5794508

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL

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RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
(a company limited by guarantee)

REPORT OF THE TRUSTEES/DIRECTORS

FOR THE YEAR ENDED 31 MARCH 2008

The trustees/directors take pleasure in presenting their report and accounts for the year ended 31 March 2008.

Legal and Administrative Details

Richmond Fellowship Foundation International, (RFFI), is a charitable company limited by guarantee incorporated on 25 April 2006 under the Companies Act 1985 (Registered Number 5794508) and it is governed by its memorandum and articles of association. The company obtained charitable status with the Charity Commission on 25 September 2006 under the registration number 1116206.

The following trustees/directors of RFFI held office during the year to 31 March 2008: -

Dr Afzal Javed - Chairman
Mr Nand Gouhari
Mr Anthony Guillaumier
Mr Christopher S J Uncles

The founder and chief executive officer is Mrs Elly Jansen, OBE.

Registered Office:	Clyde House 109 Strawberry Vale Twickenham Middlesex TW1 4SJ
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Bankers:	Coutts & Co 440 Strand London WC2R 0QS
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Auditors:	Boydell & Co Chartered Accountants and Registered Auditors 89 Chiswick High Road London W4 2EF
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A resolution to re-appoint Boydell & Co as auditors will be proposed at the forthcoming Annual General Meeting.

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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REPORT OF THE TRUSTEES/DIRECTORS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

Principal Activity

The principal activity of the company as defined in its Memorandum and Articles of Association is to promote with the help of cooperating Richmond Fellowships, both in the UK and abroad, especially in developing countries and East Europe, greater understanding of, and helpful responses to mental health problems, whether caused by mental illness, drug addiction, learning difficulties or deprivation and abuse.

Background

Mental illness can affect anyone, anywhere. It is always a terrible affliction and tends to carry with it a stigma and social exclusion. In developing countries, where poverty often prevails, people with mental health problems are liable to face denial of their basic human rights and absolute rejection and deprivation. They stand little chance of ever receiving the assistance they need to enable them to re-enter society as valued citizens, able to contribute once more.

Richmond Fellowship Foundation International is a non-governmental charitable organisation working mainly for developing countries to change this situation. RFFI has a worldwide commitment to the rehabilitation and social integration of those who suffer because of mental disorder, addiction, learning disability or, especially in the case of children, deprivation or abuse.

Good practice

RFFI's mission is to the most vulnerable. It is based on respect for the individual and on the principles of the Therapeutic Community, whereby disturbed people are helped (and help each other) to recover and re-enter society through programmes of individual counselling and group activities, conducted by trained staff, in halfway houses, day centres and other venues.

In particular, RFFI has a role in developing countries in building partnerships with new organisations which become self-governing Richmond Fellowship Associates. Jointly they develop services which act as models of good practice and are capable of being replicated. Such projects substantially influence public attitudes and promote mental health programmes in the country concerned, enabling the local Fellowship to develop its own sustainable care programmes.

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REPORT OF THE TRUSTEES/DIRECTORS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

Services

RFFI exists to provide the following services:

- Consultation with governments, public organisations and NGOs, feasibility studies and planning for mental health and drug related projects in countries where these have been requested.
- Co-ordination and dissemination of information about activities of the various Richmond Fellowship organisations and promoting awareness of good practice in mental health provision internationally.
- Providing management and development services in support of RFFI's partners and responding to initiatives by local and national stakeholders which wish to set up care services for people with mental health needs.
- Identifying available resources, both staff and finance, from local, national and international sources and negotiating public and private grants.
- Planning and implementation of training for project staff and for future trainers and supporting new projects to become models for further work and to gain the widest sphere of influence.
- Arranging exchange programmes for specialist staff and study visits to centres of excellence for Government, University and NGO officials and to arrange lecture tours for suitably qualified speakers.

Resources

The Richmond Fellowship was founded in 1959 by Elly Jansen, OBE, with its pioneering therapeutic community in Richmond, Surrey, which quickly expanded into a national network of therapeutic services, assisted by its specialist training programmes for staff and others working in the caring professions. The international outreach of this work came into being during the seventies and became a separate mission in 1991 when Elly Jansen retired from her UK work to concentrate on the international operations.

RFFI has thus inherited a legacy of invaluable experience, enriched by association with its partners in many parts of the world. With this heritage RFFI has a pool of expertise available which enables it to locate well qualified and experienced consultants and managers for overseas consultation, training or project design and management.

RFFI's work in the UK is funded by Local Authorities and, to a smaller extent, by Trusts and private individuals. Project work abroad has always been dependent on co-funding agreements with major donors such as the European Union (EU), the British Department for International Development (DFID) and the National Lottery. Under these agreements the major donor meets all or most of the cost of the projects, part being met by RFFI or its partners, and by public and private bodies in the UK and/or the country concerned.

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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REPORT OF THE TRUSTEES/DIRECTORS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

Resources (continued)

For its operating costs, which are kept to a minimum, the RFFI looks to Trusts, Industry and Commerce and to private individuals who are aware of the predicament of those who struggle to cope with mental health problems or have succumbed.

Review of activities for 2007/08

There was a surplus for the year amounting to £ 68,322 as reported in the attached financial statements.

The work undertaken during the year 2007/08 under the Chairmanship of Dr Afzal Javed was directed mainly at strengthening the Board of Trustees and underpinning the RFFI aims, both in the UK and abroad, whilst preparing for new involvement in the work of Affiliates and Associates in existing as well as embryonic mental health ventures in developing countries. Two new Members have been nominated for the Board: Salim Laher, who will take over the position of Secretary, and Jo Daniels, Advocate.

The role of CEO has been undertaken on a temporary basis by Elly Jansen, OBE, who has indicated that, on health grounds, she must be replaced by or before the 50th anniversary of the Richmond Fellowship on the 1st May 2009. She established the Richmond Fellowship in 1959 and, whilst its CEO for 32 years, founded and directed the International Richmond Fellowship as well as the Fellowship Charitable Foundation (now named Community Housing and Therapy) as well as bringing many Fellowship Affiliates abroad into existence. The Board is preparing to undertake the difficult task of finding a successor to direct both the UK and the International aspects of its mission.

As for the National aspects: The White House project in Twickenham for Learning Disabled Adults has operated very satisfactorily with an excellent Manager and committed well-motivated staff. Residents feel secure and content and consider the premises their very own. This situation continued in spite of a number of problems which had to be coped with during the year.

One of these was occupancy. Although the Richmond Borough wished the White House not to accept residents from other Boroughs, it did not nominate a resident for a vacant bed for nearly a whole year which created a significant shortfall in income. This was exacerbated when a sewage problem developed which required the immediate evacuation of the whole house, and which could have led to the community being dispersed to a number of facilities on a temporary or permanent basis.

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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REPORT OF THE TRUSTEES/DIRECTORS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

Review of activities for 2007/08 (continued)

Fortunately, Lancaster Lodge, situated also in Richmond, has received its CSCI registration just two days earlier and it was therefore in a position to accept the whole community without major problems other than the fact that Lancaster Lodge could not receive the client group for which it was destined. It took three months for the repairs to the White House to be completed, during which several staff who had been appointed to Lancaster lodge looked for work elsewhere.

The immediate financial consequences of the move would have been grave had it not been for the generous intervention of the Hampton Fuel Allotment Charity which made a grant of £60,000 to see the two projects through their difficulty and helped RFFI to end the financial year in the black.

Lancaster Lodge, a rehabilitation project for people who have suffered mental breakdown, has made a new start and will, we hope, soon be used to capacity for that particular client group. A local Accountant, Derek Robinson has kindly undertaken to provide accountancy assistance for the project.

The two projects will, from April 2008 onwards, be supervised by Mark Bannister, an experienced person who for sixteen years filled a senior management position in a well run Therapeutic Community and has provided most of the relevant staff training. He will be responsible for developing a third project which will be for a different client group to the two mentioned above; a project for adolescents appears to be the most needed in view of the severe problems existing in London amongst this age group. The intention of the Directors is to develop and operate a small group of four or five differentiated mental health facilities which can function as models for those who wish to operate projects based on Therapeutic Community principles and to provide training opportunities for staff from the UK and abroad.

The International outreach of RFFI is concentrating especially on a number of Asian countries where work has been started and on Peru, where the stress occasioned by the earthquake has exacerbated the ongoing domestic violence, suffered by women and children in the Peruvian mountains.

In India, the Fellowship's work has flourished and is being conducted in four regions, one problem being that new outreach, however needed and successful, means new financial requirements to be met. Yet, there is the Bangalore Fellowship which provides not only

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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REPORT OF THE TRUSTEES/DIRECTORS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

Review of activities for 2007/08 (continued)

several residential Therapeutic Communities and a work Training Centre but also a Post-Graduate College for Psycho-social Rehabilitation, where students from India and further afield can obtain a Diploma or even an MSc whilst getting practical training in the Communities. Funds are needed to extend the College facilities. In Lucknow the local and national appeals for funding need to be subsidised by international fund raising for a residential base and in Delhi only some £10,000 is still short after successful fundraising for an excellent building to house a T.C. as well as a work training centre. In Praghatta, a building is needed and travel funds so that some 30 villages which have no access whatever to mental health consultation or facilities can access a resource centre for medical advice and support.

In Kathmandu, Nepal, where the Fellowship's work with addicts has spread to nine locations, help is needed to create a co-ordinating central office where training can be provided especially to lay a basis for mental health related work, a field which is as yet barren in Nepal. Similarly in Dhaka, Bangladesh, those in need of mental health services are deprived of practically any succour and at least a beginning needs to be made so that inroads into this needy field can follow. In Pakistan, a building is available to open a Therapeutic Community but funds are needed to furnish it and to prepare staff for this work. RFFI, together with the WPA Section on Psychiatry in developing Countries and the South Asian Forum on Mental health and Psychiatry has sponsored counselling staff for several years to work for the earthquake survivors in the Kashmir area in Pakistan.

RFFI has an ongoing task to provide communication between the various Fellowships, in addition to its role in providing models and training, and in looking for funds for countries where those sufferings from mental health problems are not assisted. It looks to the well-established Fellowships in developed countries in the hope that one of them may establish RFFI's communication task. To some extent this was done by the creation of ASPAC, The Asian-Pacific Forum of the RF which holds regular international conferences. RFFI is grateful for this development and hopes that it may be extended.

Statement of the responsibilities of trustees/directors

Company and charity law requires the trustees/directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the result of the company for that period. In preparing those accounts, the trustees/directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements 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;

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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REPORT OF THE TRUSTEES/DIRECTORS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

Statement of the responsibilities of trustees/directors (continued)

Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees/directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and which enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

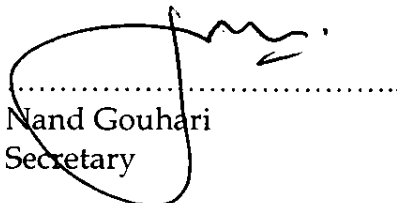
Risk management

The trustees have examined the strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies under Part VII of the Companies Act 1985.

ON BEHALF OF THE TRUSTEES


.....
Nand Gouhari
Secretary

10 October 2008

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
(a company limited by guarantee)

INDEPENDENT REPORT OF THE AUDITORS TO THE MEMBERS

We have audited the financial statements on pages 10 to 14 which have been prepared under the historical cost convention on the basis of accounting policies set out on page 12 and in accordance with the Financial Reporting Standard for Smaller Entities.

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. 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.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITORS

As described in the Statement of Directors' Responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding directors' remuneration and other transactions is not disclosed.

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatements within it.

BASIS OF OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

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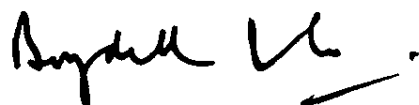
INDEPENDENT REPORT OF THE AUDITORS TO THE MEMBERS (CONTINUED)

BASIS OF OPINION (Continued)

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

OPINION

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2008 and of its result for the year then ended and have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities and in accordance with the Companies Act 1985.



Boydell & Co
Chartered Accountants
and Registered Auditors
89 Chiswick High Road
London
W4 2EF

16 October 2008

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating Income & Expenditure account)

FOR THE YEAR ENDED 31 MARCH 2008

	<u>Notes</u>	Restricted funds £	Unrestricted funds £	Total funds 2008 £	Total funds 2007 £
<u>Incoming resources</u>					
Fees		400,526	47,467	447,993	-
Grants and donations		114,216	42,993	157,209	111,305
Interest receivable		-	409	409	-
Total incoming resources		514,742	90,869	605,611	111,305
<u>Resources expended</u>					
Direct charitable expenditure	3	518,791	-	518,791	38,384
Management and administration	3	11,406	7,092	18,498	1,141
Total resources expended		530,197	7,092	537,289	39,525
Surplus/(deficit) for the year		(15,455)	83,777	68,322	71,780
Transfer between funds		15,455	(15,455)	-	-
Surplus for the year		-	68,322	68,322	71,780
Fund balances brought forward at 1 April 2007		-	71,780	71,780	-
Fund balances carried forward at 31 March 2008		-	140,102	140,102	71,780
		=====	=====	=====	=====

There were no recognised gains or losses in the above period other than those included in the above statement of financial activities.

The notes on pages 12 to 14 form an integral part of these accounts.

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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BALANCE SHEET

AT 31 MARCH 2008

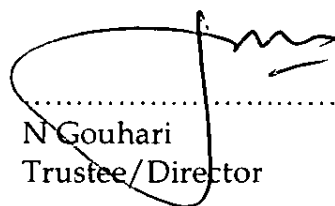
	Notes	<u>2008</u> £	<u>2007</u> £
CURRENT ASSETS			
Debtors	6	117,823	-
Cash at bank and in hand		171,161	72,661
		<u>288,984</u>	<u>72,661</u>
CREDITORS: amounts falling due within one year			
	7	(148,882)	(881)
NET CURRENT ASSETS		<u>140,102</u> =====	<u>71,780</u> =====
CAPITAL AND RESERVES			
Accumulated fund (unrestricted)	8	<u>140,102</u> =====	<u>71,780</u> =====

These accounts have been prepared in accordance with the special provisions relating to small companies within Part VII of the Companies Act 1985.

Approved by the Board on 10 October 2008



.....
A Javed
Trustee/Director



.....
N Gouhari
Trustee/Director

The notes on pages 12 to 14 form an integral part of these accounts.

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
(a company limited by guarantee)

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2008

1. ACCOUNTING POLICIES

Basis of accounting

The accounts have been prepared under the historical cost convention, the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005), and the Financial Reporting Standard for Smaller Entities (effective January 2007).

Grants and donations

Income from grants and donations is brought into the accounts when receivable unless it relates to expenditure after the balance sheet date when it is carried forward as deferred income. Income from grants and donations is credited to the accumulated fund unless restricted by the donors to specific purposes.

Value added tax

Value added tax borne is included with the relative expense or asset and is not shown separately.

2. CHARITABLE STATUS

The company was registered as a charity on 25 September 2006 under registration number 1116206. Accordingly the company is exempt from corporation tax in respect of its charitable activities and its investment income receivable.

3. EXPENDITURE

	<u>Restricted Funds</u>		<u>Unrestricted</u>	Total	Total
	The White	Lancaster	Funds	2008	2007
	House	Lodge	Headquarters		
	£	£	£	£	£
Direct charitable expenses	355,247	163,544	-	518,791	38,384
Management & administration of the charity:					
Office costs, telephone & admin	8,678	2,728	4,592	15,998	260
Independent examiners' fee	-	-	-	-	881
Auditors remuneration	-	-	2,500	2,500	-
	<u>8,678</u>	<u>2,728</u>	<u>7,092</u>	<u>18,498</u>	<u>1,141</u>
Total resources expended	<u>363,925</u>	<u>166,272</u>	<u>7,092</u>	<u>537,289</u>	<u>39,525</u>
	=====	=====	=====	=====	=====

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

4. EMPLOYEES

	<u>2008</u>	<u>2007</u>
(a) The average number of persons employed by the company during the period was:		
Administration, care and catering staff	12	2
	===	===
(b) Staff costs		
Employees' emoluments	£ 191,805	£ -
	=====	===

No member of staff earned more than the equivalent of £50,000 per annum in the year.

5. OPERATING SURPLUS

This is stated after charging: -

	<u>2008</u>	<u>2007</u>
	£	£
Auditors' remuneration (incl. VAT)	2,500	-
Accountants' / Independent examiners' fee (incl. VAT)	-	881
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6. DEBTORS

	<u>2008</u>	<u>2007</u>
	£	£
Richmond Council - fees	90,840	-
Grants	26,901	-
Taxation recoverable	82	-
	-----	-----
	117,823	-
	=====	=====

7. CREDITORS: Amounts falling due within one year

	<u>2008</u>	<u>2007</u>
	£	£
Rent	64,000	-
Other creditors	81,884	-
Accruals	2,998	881
	-----	-----
	148,882	881
	=====	=====

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2008

8. CAPITAL/MEMBERS

The company is limited by guarantee and has no share capital. There were 4 members at 31 March 2008. Every member of the company undertakes to contribute an amount not exceeding £10 to the assets of the company in the event of it being wound up.

The subscribers to the memorandum were the first members of the company/charity.

Membership is open to other individuals or organisations who apply to the Charity in the form required by the directors.

Membership is not transferable to anyone else.

RICHMOND FELLOWSHIP FOUNDATION INTERNATIONAL
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DETAILED INCOME AND EXPENDITURE ACCOUNT FOR
THE YEAR ENDED 31 MARCH 2008

	<u>Restricted</u>		<u>Unrestricted</u>	<u>Total</u>	<u>Total</u>
	The White	Lancaster		2008	2007
	House	Lodge	Headquarters		
	£	£	£	£	£
<u>INCOME</u>					
Fees	329,146	71,380	47,467	447,993	-
Grants and donations	28,107	86,109	42,993	157,209	111,305
Interest receivable	-	-	409	409	-
	<u>357,253</u>	<u>157,489</u>	<u>90,869</u>	<u>605,611</u>	<u>111,305</u>
<u>EXPENDITURE</u>					
Provisions	18,110	2,328	-	20,438	127
Maintenance	9,676	12,847	-	22,523	12,565
Travel	6,399	938	-	7,337	1,054
Office expenses	2,419	1,385	4,592	8,396	1,231
Telephone	1,197	1,054	-	2,251	-
Salaries/fees	199,755	71,547	-	271,302	1,050
Equipment	4,226	1,577	-	5,803	-
Amenities	4,283	27	-	4,310	-
Admin./training	5,062	289	-	5,351	-
Utilities	5,644	8,523	-	14,167	362
Rent/rates	54,860	64,000	-	118,860	22,000
Sundry	277	1,757	-	2,034	255
Write off/replacement	4,550	-	-	4,550	-
Audit fees	-	-	2,500	2,500	-
Examiners fee	-	-	-	-	881
	<u>316,458</u>	<u>166,272</u>	<u>7,092</u>	<u>489,822</u>	<u>39,525</u>
Overheads	47,467	-	-	47,467	-
	<u>363,925</u>	<u>166,272</u>	<u>7,092</u>	<u>537,289</u>	<u>39,525</u>
<u>SURPLUS/(DEFICIT)</u>					
<u>FOR YEAR</u>	(6,672)	(8,783)	83,777	68,322	71,780
Transfer	6,672	8,783	(15,455)	-	-
<u>SURPLUS FOR YEAR</u>	<u>-</u>	<u>-</u>	<u>68,322</u>	<u>68,322</u>	<u>71,780</u>
	=====	=====	=====	=====	=====