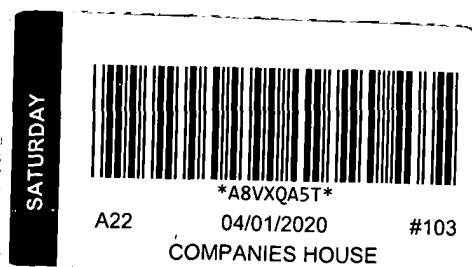


THE MITIE FOUNDATION
(A company limited by guarantee)
ANNUAL REPORT & FINANCIAL STATEMENTS
31 MARCH 2019

Company Registration Number 08107587
Charity Number 1148858



THE MITIE FOUNDATION
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2019

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THE MITIE FOUNDATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2019

The directors/trustees present their annual report and audited financial statements of The Mitie Foundation ("the Foundation") for the year ended 31 March 2019. This report and the financial statements have been prepared in accordance with the provisions applicable to small companies entitled to the small companies' exemption and in accordance with the accounting policies set out on page 14.

The legal and administrative details set out on page 7 form part of this report. The financial statements comply with the current statutory requirements, the Foundation's memorandum and articles of association and the Statement of Recommended Practice FRS102. The financial statements have been prepared under the historical cost convention, in accordance with applicable accounting standards and the Companies Act 2006.

Structure, governance and management

The Foundation is a company limited by guarantee and its directors, for the purposes of company law are also trustees for the purposes of charity law and those who served during the year and to date are shown on page 7. For the purposes of this report they will be referred to as trustees.

The Foundation was incorporated on 15 June 2012, registered as a charity on 6 September 2012 and began its activities on 1 April 2013.

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

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

There must be a minimum of two trustees but no more than nine. Up to three trustees may be appointed by Mitie Group plc ("Mitie") by way of written notice to the Foundation. Currently 1 (2018: 3) trustees are appointed by Mitie. Remaining trustees may be appointed by ordinary resolution or by a decision of the trustees. Currently 1 trustee is appointed by a decision of the trustees.

Paddy Stanley was appointed as a trustee in May 2017. After a review of governance procedures, he resigned from that role in July 2017 without being considered to have acted materially as a trustee in that time period. The resignation was to preserve the separation of trustee governance and charity management roles, reducing conflicts of interest and removing the risk of conflicts with the Foundation's constitution.

The trustees are responsible for determining the overall strategy of the Foundation, however they have delegated day to day management responsibilities to Paddy Stanley, Head of the Mitie Foundation. Key management personnel are determined to be the trustees and the Head of the Mitie Foundation. As all Foundation staff are seconded to The Mitie Foundation from Mitie Group plc; no staff, including key management personnel are directly paid by The Mitie Foundation. Employment benefits for the seconded Head of The Mitie Foundation, as key management, are determined through internal Mitie Group plc pay review processes.

THE MITIE FOUNDATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2019

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

Objectives and activities

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

Currently the Foundation has three main objectives:

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

Enhancing employability

Helping people with barriers to employment and social mobility is the core aim of the Foundation. The Foundation works in partnership with JobCentre Plus ("JCP") and others, to deliver employability programmes (Ready2Work and Bridge the Gap) which give people a chance to demonstrate their skills, primarily through on the job work experience.

The Foundation uses its relationship with Mitie businesses, clients and suppliers, as well as other organisations to secure appropriate work placements for candidates and helps them seek employment at the end of the course. On all work programmes, candidates receive coaching and support from the Foundation team, specifically focussing on identifying transferable employability skills and making sure their CVs reflect these. The candidates on the Ready2Work programme also benefit from a pre-employment training week, run by the Foundation team, which is designed to clarify workplace expectations and encourage participants to step outside their comfort zone and to develop confidence and communication skills.

Ready2Work programmes improve social mobility in local communities by supporting people with disabilities, refugees, people with convictions and other groups with specific barriers to employment, and is also available to support Mitie employees' friends and family who may have barriers to employment.

Bridge the Gap is our name for work programmes which are run in collaboration with a client or contract team, but broadly follow the Ready2Work format in delivery style.

Encouraging enterprise

In line with the ethos of Mitie, the Foundation also aims to encourage enterprise. The Foundation's employer engagement events, run inside 36 prisons throughout the UK, have been recognised by the MOJ as a useful way to improve employment skills and encourage enterprise amongst serving offenders. Following funding for eight 'Business Challenge Days' in prisons, funded by the MOJ, the Foundation joined a collaboration of like-minded organisations and formed a loose association called Mind the Gap, which sought to support offenders into construction-related employment. Mind the Gap was successful in gaining CITB funding for a three-year project, which involves the Foundation delivering 20 'Business

THE MITIE FOUNDATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2019

Challenge Days' over the three years. To date we have delivered three such events, with a further seven being arranged during this second year. These events are designed to introduce prisoners approaching release to potential local employers, or to support entrepreneurial self-employment aspirations.

During the last year, this model has been adapted to create 'Employer Engagement Days' which support people with learning and physical disabilities, mental health issues and other disadvantaged groups, into employment or self-employed enterprise.

Funds raised at the second Mitie Charity Golf Day, individual fundraising activity and the partial repayment of a loan to Big Issue Invest, has been earmarked to support social enterprise. We have continued to support the HMP Sudbury Garden Centre / Café / Academy which will introduce serving prisoners to horticulture, landscaping, barista, retail and customer service skills as they approach release, and the GDPA Café / Microsoft training / Music workshop in Huddersfield town centre, where young people at risk of being criminalised will be diverted into purposeful activity, enhancing their employability and entrepreneurial skills.

Inspiring young people

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

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

Foundation Ambassadors

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

Public benefit

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

THE MITIE FOUNDATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2019

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

Achievements and performance

The income forecast from the CIBT, arranged through Paddy Stanley prior to his departure, did not materialise. As such, the financial performance has been significantly lower than expected. No financial savings were gained as a result of Paddy Stanley and Stephen Barthorpe's departure owing to the costs associated with the appointment of a contractor to undertake the new Head of Social Value and Responsible Business (interim) role, with the associated responsibility for oversight of the Mitie Foundation. Achievements included the following:

Ready2Work, Bridge the Gap and other employability programmes

During the year, the Foundation delivered 4 Ready2Work programmes with an additional 3 programmes planned for Q4. Combined, the various programmes offered 26 work placements, and from the 13 that completed the programmes (additional 5 candidates will complete their programme this week), 5 received job offers during the programme or shortly thereafter. Four Business Challenge Days have been delivered, 3 in Prisons and 1 within the community. In total, 67 prisoners and 10 young people were in attendance and completed the days - gaining Level 1 employability qualifications.

Financial review

The Foundation received income of £357,492 from Mitie and £119,589 from external sources. This has enabled it to deliver its activities as outlined in the achievements and performance section below and resulted in a surplus of £1,076 (2018: deficit of £29,505). The trustees consider the results of the Foundation to be satisfactory.

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

As at 31 March 2019, the unrestricted funds held that also described the free reserves of the charity were £46,487 (2018: £45,411).

Statement about fundraising activity

Whilst the majority of the funding for the Foundation is provided by Mitie Group plc, some fundraising activity does provide additional financial benefit.

No professional organisation or individual was used to raise funds, and therefore the Foundation has not felt obligated to subscribe to any fundraising standards, schemes or regulations.

The Mitie business held various events, such as a Charity Golf Day and a Charity Ball; making a general donation to the Foundation, and Mitie staff raised funds by climbing a mountain or having a bike ride.

THE MITIE FOUNDATION
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2019

We have received no complaints relating to any fundraising activity, and all transactions have passed through our finance team and we do not approach the general public or place undue pressure on people to give money to the Foundation.

Future Plans

With the advent of Social Value and Responsible Business at Mitie, five main themes were generated to enable Mitie to focus its efforts: Employment, Responsibility, Communities, Environment and Innovation. The Foundation now aligns its primary activities on the first three, a natural link to its own delivery themes: Employability, Enterprise, Education. The plan for Q4 FY19/20 and FY20/21 includes Ready2Work programmes across the UK to support current and future contract locations plus stronger links with schools. It is embarking on a new initiative, Beyond Bars – working with ex-offenders to improve their skills and employability. It will also establish links with several key charity partners associated with three of the five themes, plus manage the Employment Volunteering Scheme via a new software system. Income generation opportunities are also being explored which would encourage partners and benefactors to provide a voluntary contribution to the Foundation for its support and establishing the Mitie Foundation Day in Mitie's calendar to raise awareness of its work and contribution, and need to generate funds to support its future work.

Going concern

There are two major observations on the current and future state of the Foundation: funding/income and resources.

Funding/income: In previous years, opportunities to generate income have largely been associated with the provision of training, e.g. the CITB. This potential opportunity set income generation expectations fairly high. However, coinciding with the departure of Paddy Stanley and Stephen Barthorpe, this income failed to materialise with no alternative income generation opportunities to offset this loss. To address this, the Foundation has identified a number of income generation opportunities (outlined above) and targets have been set in the FY20/21 budget. Generating income will become the responsibility of the Foundation's General Manager, supported by the Head of Social Value and Responsible Business in Group.

Resources: Currently, the Foundation team consists of three fulltime staff located outside London, with managerial support provided by the Head of Social Value and Responsible Business in Group. The additional planned work, increased profile and expectations associated with the development and management of several charity partnerships will significantly increase their workload. This matter was discussed with the Group HR Director. One additional member of staff may be needed but this will be assessed as the workload increases and the demands on the current staff is fully understood.

THE MITIE FOUNDATION
TRUSTEES' ANNUAL REPORT
YEAR ENDED 31 MARCH 2019

Trustees' responsibilities statement

The trustees (who are also directors of The Mitie Foundation for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the strategic report and directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Accepted Accounting Practice).

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company [and the group] and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to make themselves aware of that information.

Pursuant to Section 487 of the Companies Act 2006, the auditor will be deemed to be reappointed and Burton Sweet will therefore continue in office.

Approved by the Board on 20... December 2019 and signed on its behalf by:



Rebecca Faulkner

THE MITIE FOUNDATION

REFERENCE & ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2019

Directors/Trustees

Paula Constant	Resigned 3 December 2018
Paul A Cooper	Resigned 6 September 2019
Victoria Cowley	Resigned 3 August 2018
Joanne Davis	Appointed 3 December 2018
Rebecca Faulkner	Appointed 23 November 2017
Mark Jenkins	Appointed 1 April 2018

The trustees have delegated day to day management of the charity to Tony Brogden-Ward, Head of Social Value and Responsible Business with managerial oversight of the Mitie Foundation.

Secretary

Mitie Company Secretarial Services Limited

Registered office

Level 12 The Shard,
32 London Bridge Street,
London,
England,
SE1 9SG

Company number 08107587

Charity number 1148858

Bankers

Lloyds
55 Corn Street
Bristol

Solicitors

Osborne Clarke
2 Temple Back East
Temple Quay
Bristol

Independent Examiner

Burton Sweet
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Burton
Bristol BS48 1UR

THE MITIE FOUNDATION
INDEPENDENT EXAMINER'S REPORT
YEAR ENDED 31 MARCH 2019

Independent examiner's report to the trustees of The Mitie Foundation ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31ST March 2019.

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 the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of 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.

Neil Kingston FCA
Burton Sweet Chartered Accountants
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 20 December 2019

THE MITIE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2019

	Note	Total Funds 2019 £	Total Funds 2018 £
Income from:			
Donations	2	477,081	358,515
Total income		<u>477,081</u>	<u>358,515</u>
Expenditure on:			
Charitable activities	3 & 4	476,005	388,020
Total expenditure		<u>476,005</u>	<u>388,020</u>
Net income/(expenditure) and net movement in funds	8	1,076	(29,505)
Total funds at 1 April	13	45,411	74,916
Total funds at 31 March	13	<u>46,487</u>	<u>45,411</u>

There are no recognised gains or losses for the current or preceding year other than as stated in the Statement of Financial Activities.

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

All movement in funds in the year are in unrestricted funds.

See note 10 for fund-accounting comparative figures
The notes on pages 12 to 17 form part of these financial statements

THE MITIE FOUNDATION**BALANCE SHEET****AS AT 31 MARCH 2019****Company number: 08107587**

	Note	2019 £	2018 £
Fixed assets			
Programme related investments	10	18,654	26,099
Current assets			
Debtors	11	-	5,611
Cash at bank and in hand		31,169	23,697
		<u>31,169</u>	<u>29,308</u>
Creditors : amounts falling due within one year	12	<u>(3,336)</u>	<u>(9,996)</u>
Net current assets		27,833	19,312
Net assets		<u>46,487</u>	<u>45,411</u>
Fund of the charity			
Unrestricted funds	13	46,487	45,411
Total funds		<u>46,487</u>	<u>45,411</u>

For the year ending 31 March 2019 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements of The Mitie Foundation were approved by the Board of Trustees on 20 Dec 2019 and are signed on their behalf by:


.....
Rebecca Faulkner
Trustee

The notes on pages 12 to 17 form part of these financial statements

THE MITIE FOUNDATION
CASH FLOW STATEMENT
YEAR ENDED 31 MARCH 2019

		2019 £	2018 £
Net cash inflow from operating activities	A & B	<u>7,472</u>	<u>(32,349)</u>
and net cash inflow for the year			

A Reconciliation of net movement in funds to net cash inflow from operating activities

	2019 £	2018 £
Statement of financial activities: Net movement in funds	1,076	(29,505)
(Increase) / decrease in trade and other debtors	5,611	(5,512)
(Decrease) in trade and other creditors	(6,660)	(14,005)
Programme related investment repayments	7,445	16,673
Net cash inflow from operating activities	<u>7,472</u>	<u>(32,349)</u>

B Analysis of change in cash during the year

	2019 £	2018 £	Change £
Cash at bank and in hand	<u>31,169</u>	<u>23,697</u>	<u>7,472</u>
	2		
	2018 £	2017 £	Change £
Cash at bank and in hand	<u>23,697</u>	<u>56,046</u>	<u>(32,349)</u>

C Cashflow restrictions

Charity law prohibits the use of net cash inflows on any endowed or other restricted fund to offset net cash outflows on any fund outside its own Objects, except on special authority. In practice, this restriction has not had any effect on cash flows for the year.

The notes on pages 12 to 17 form part of these financial statements

THE MITIE FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

1 Accounting policies

Basis of preparation

The financial statements of the charitable company have been prepared under the historical cost convention, Financial Reporting Standard 102 (FRS102) and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP FRS102), applicable United Kingdom accounting standards and law.

As more fully detailed in the trustees' report, there are no material uncertainties affecting the ability of the charity to continue as a going concern and the financial statements have therefore been prepared on the going concern basis. The charity is a public benefit entity as defined under FRS102.

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

Income

Income is included when receivable. Income from tax that can be reclaimed on donations is included at the same time as the gift to which it relates. Income comprises of:

Donations

Donations are included in the Statement of Financial Activities when the charity is legally entitled to the income, when the amount can be quantified with reasonable accuracy and receipt is probable.

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

Expenditure

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

Expenditure comprise of the following:

Charitable expenditure - being those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries.

Grant funding of activities - included within charitable expenditure, these are awarded to further the purposes of the charity.

Grants awarded are treated as expenditure and a liability in the accounts as soon as they become legal or constructive obligations. In the case of multi-year grant awards, the funding for all years is immediately recognised unless there are conditions which need to be met by the recipient to enable the release of subsequent years' funding.

Support costs - being costs of an indirect nature necessary to support the activities of the charitable company. These have been apportioned to the Foundation's charitable activities on the basis of direct costs incurred.

Governance costs - being costs associated with meeting the constitutional and statutory requirements of the charity. These costs have been included within support costs.

Fund Accounting

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

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

THE MITIE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2019

1 Accounting policies (continued)

Programme related investments

Programme related investments are initially included on the balance sheet at cost. The carrying value is reviewed for impairment on an annual basis.

2 Donations

	Unrestricted £	Restricted £	Total £
31 March 2019			
Donated service and facilities from Mitie	357,492	-	357,492
General Donations	119,589	-	119,589
	<u>477,081</u>	<u>-</u>	<u>477,081</u>
31 March 2018			
Donated service and facilities from Mitie	315,098	-	315,098
General Donations	43,417	-	43,417
	<u>358,515</u>	<u>-</u>	<u>358,515</u>

3 Charitable Activities

	Direct Costs £	Grant funding of activities (Note 6) £	Support Costs (Note 5) £	Total £
31 March 2019				
Enhancing employability	11,973	4,890	43,507	60,370
Inspiring young people	9,437	-	34,292	43,729
Encouraging enterprise - National Offenders Management Service	3,163	-	11,494	14,657
Encouraging enterprise - Social enterprise	18,938	600	68,816	88,354
Construction Industry Training Board	8,866	-	32,217	41,083
Charity Ball	12,148	23,052	44,143	79,343
Think Differently	32,041	-	116,428	148,469
	<u>98,566</u>	<u>28,542</u>	<u>350,897</u>	<u>476,005</u>
31 March 2018				
Enhancing employability	100,927	-	32,990	133,917
Inspiring young people	65,114	-	21,284	86,398
Encouraging enterprise - National Offenders Management Service	98,569	-	32,219	130,788
Encouraging enterprise - Social enterprise	21,181	-	6,923	28,104
Construction Industry Training Board	6,642	-	2,171	8,813
	<u>292,433</u>	<u>-</u>	<u>95,587</u>	<u>388,020</u>

THE MITIE FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

4 Unrestricted and restricted charitable activities

	Unrestricted £	Restricted £	Total £
31 March 2019			
Enhancing employability	60,370	-	60,370
Inspiring young people	43,729	-	43,729
Encouraging enterprise - National Offenders Management Service	14,657	-	14,657
Encouraging enterprise - Social enterprise	88,354	-	88,354
Construction Industry Training Board	41,083	-	41,083
Charity Ball	79,343	-	79,343
Think Differently	148,469	-	148,469
	<u>476,005</u>	<u>-</u>	<u>476,005</u>
31 March 2018			
Enhancing employability	133,917	-	133,917
Inspiring young people	86,398	-	86,398
Encouraging enterprise - National Offenders Management Service	130,788	-	130,788
Encouraging enterprise - Social enterprise	28,104	-	28,104
Construction Industry Training Board	8,813	-	8,813
	<u>388,020</u>	<u>-</u>	<u>388,020</u>

5 Support costs

	2019 £	2018 £
Employee costs	295,061	68,933
Travel and subsistence	24,856	5,235
IT costs	703	6,330
Other support costs	26,596	11,489
Governance costs	3,681	5,640
	<u>350,897</u>	<u>97,627</u>

In the prior year Governance costs consisted of fees paid to the auditor and were borne by Mitie Group Plc and are included in governance costs as a gift in kind.

THE MITIE FOUNDATION**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 MARCH 2019****6 Employees**

The Foundation does not directly employ any staff, however on average, four Mitie Group Plc employees were seconded to the Foundation during the year (2018: four). Staff costs relating to these seconded staff were as follows:

	2019 £	2018 £
Wages and salaries	240,185	204,072
Social security costs	25,386	24,722
Other pension costs	29,241	27,143
	<u>294,812</u>	<u>255,937</u>

The total amount of employee benefits received by trustees and seconded key management personnel for their services to the charity were £91,631 (2018: £90,438) in the year.

Highest paid employees

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

	2019 Number	2018 Number
Total remuneration:		
£60,000 - £69,999	1	1
£70,000 - £79,999	1	1

7 Trustees' remuneration

None of the trustees received any remuneration or travel expenses in respect of their services during the year (2018:None).

8 Net Income/(expenditure) for the year

	2019 £	2018 £
This is stated after charging:		
Auditor's remuneration		
- audit fees	-	4,680
- independent examiner's fees	3,336	-
- non-audit services	-	1,440
- prior year over/under accrual of audit fees	<u>345</u>	<u>(480)</u>

THE MITIE FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

9 Fund-accounting comparative figures

	Total Funds 2018 £
Income from:	
Donations	358,515
Total income	<u><u>358,515</u></u>
Expenditure on:	
Charitable activities	388,020
Total expenditure	<u><u>388,020</u></u>
Net income/(expenditure)	(29,505)
Total funds at 1 April	74,916
Total funds at 31 March	<u><u>45,411</u></u>

10 Programme related investments

	2019 £	2018 £
At start of year	26,099	42,772
Repayments	(7,445)	(16,673)
At end of year	<u><u>18,654</u></u>	<u><u>26,099</u></u>

The investments balance represents loans made as part of the Big Issue Invest Tech for Good challenge.

11 Debtors

	2019 £	2018 £
Other debtors	-	5,611
	<u><u>-</u></u>	<u><u>5,611</u></u>

THE MITIE FOUNDATION
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2019

12 Creditors: amounts falling due within one year

	2019 £	2018 £
Trade Creditors	-	376
Accruals and deferred income	3,336	9,620
	<u>3,336</u>	<u>9,996</u>

13 Movement in funds

	At 1 April 2018 £	Income £	Expenditure £	At 31 March 2019 £
For the year ended 31 March 2019				
<i>Unrestricted funds:</i>				
General funds	45,411	477,081	(476,005)	46,487
Total funds	<u>45,411</u>	<u>477,081</u>	<u>(476,005)</u>	<u>46,487</u>
	At 1 April 2017 £	Income £	Expenditure £	At 31 March 2018 £
For the year ended 31 March 2018				
<i>Unrestricted funds:</i>				
General funds	74,916	358,515	(388,020)	45,411
Total funds	<u>74,916</u>	<u>358,515</u>	<u>(388,020)</u>	<u>45,411</u>

14 Capital commitments

The Foundation had no capital commitments as at 31 March 2019 (2018: None).

15 Liability of members

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

16 Related party transactions

The Foundation has a related party relationship with Mitie Group Plc ("Mitie") as Mitie has the power to appoint up to three board members to the Foundation. Additionally, two of the six (2018: six of the eight) trustees active in the period to the date of signing the accounts were either employees or directors of Mitie in the year; Mitie are the major funders of Foundation, and the Foundation second their operational staff from Mitie. During the year the Foundation received donations of £nil (2018: £nil) and gifts in kind of £357,492 (2018: £315,098) from Mitie. At the end of the period £nil (2018: £nil) was due from Mitie and £nil (2018: £nil) was held within creditors as an amount accrued to Mitie.