



Trustees' Annual Report for the period

From 1 April 2021 to 31 March 2022

Charity name: **The Brighton and Hove Independent Mediation Service**

Charity registration number: **1181888**

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>1) To provide, promote and facilitate for the public benefit of the public, the provision of mediation and other forms of conflict resolution services for persons, organisations and groups who are involved in dispute or interpersonal conflict</p> <p>2) To advance the education of the public, methods of mediation and conciliation and the nature and causes of such disputes and the means to manage them.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The main activities the charity undertook for the public benefit during the period of this report were:</p> <ul style="list-style-type: none">• Community Mediation. We provided mediation and one-to-one conflict resolution support to around 300 members of our community.• Workplace Mediation. We facilitated workplace mediations in four voluntary or statutory organisations.• Training. We provided training to local university students and to staff from local statutory organisations and volunteers from local voluntary organisations.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>We affirm that all our activities are undertaken with due regard to the guidance issued by the Charity Commission on public benefit.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Thirty-five volunteer mediators delivered the majority of our conflict resolution services during the year, providing skilled listening support and empowering people to peacefully manage and resolve disputes in their community.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>BHIMS handled a 15% increase in the number of community referrals this year, despite the ongoing pandemic and the restrictions in place. We offered our conflict resolution support in 145 <u>community disputes</u> referred to us by Sussex Police, Brighton and Hove City Council, Lewes District Council, Southern Housing Group and Clarion Housing Association. The majority of the members of the public who were willing and able to engage with us experienced a significant improvement in their situation.</p> <p>During the year we facilitated five <u>workplace mediations</u> involving staff in local statutory and voluntary sector organisations, including cases between individuals and cases involving a whole team. These helped those involved to achieve a shared understanding of how to work comfortably together and put plans in place to do so.</p> <p>On the <u>training</u> front, we provided mediation skills workshops to 40 students at a local University, delivered support sessions to local authority workplace mediators, and conflict coaching training to volunteer mediators in mediation services across Sussex.</p> <p>We continued to maintain good engagement with our volunteer community mediators during the year through regular video peer support sessions.</p> <p>We bid successfully for grant funding from the Sussex Community Foundation. This has helped us improve our engagement with minority communities in our area, the effectiveness of our casework operation and to purchase equipment to make our facilities more Covid-safe.</p> <p>Taken together these activities have made a significant contribution to reducing and repairing the harm caused by conflict in our area.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	At the end of the reporting period BHIMS's income from charitable activities was £108,597 and total expenditure on charitable activities was £98,241. Net income from the year was £10,356, and £65,184 was brought forward from 2020/21. Total funds carried forward at the year-end were £75,540.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy is to hold six months running costs in reserve, to help us manage unexpected losses of income and increases in expenditure.
Amount of reserves held	Para 1.22	£75,540
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Our principal sources of funding in 2021-22 were Brighton and Hove City Council, Lewes District Council, Sussex Police and Crime Commissioner, Southern Housing Group, Clarion Housing Association and the Sussex Community Foundation.
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The principal risks we face are a loss of income from key funders and high levels of inflation affecting our costs.
Other		

Structure, Governance and Management

Description of charity's trusts:		N/A
Type of governing document (trust deed, royal charter)	Para 1.25	We have adopted the Charity Commission's 'association' model constitution for Charitable Incorporated Organisations.
How is the charity constituted? (eg unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation.
Trustee selection methods including details of any constitutional provisions eg election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	All serving trustees, apart from Barbara Hill, were reappointed at the AGM in November 2021. Barbara Hill was appointed in March 2022.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	BHIMS has a consortium agreement with three other mediation charities in Sussex: West Sussex Mediation Service, Hasting and Rother Mediation Service and Mediation Plus. This supports all services to deliver consistent high-quality services across the county and enables us to bid collectively for Sussex-wide contracts, such as the one we have with Sussex Police and Crime Commissioner.
Other		

Reference and Administrative details

Charity name	The Brighton and Hove Independent Mediation Service
Other name the charity uses	BHIMS
Registered charity number	1181888
Charity's principal address	Lower Ground Floor, Ecclesden Grove Hill Brighton BN2 3EH

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
N/A		

Name of chief executive or names of senior staff members (Optional information)

Kathy Whitestone (CEO)

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Adrian Black

Full name(s)

Adrian Black

Position (eg
Secretary, Chair,
etc)

Chair

Date

1 November 2022