



## Trustees' Annual Report for the period

From 1 April 2022 to 31 March 2023

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

Charity registration number: **1181888**

### Objectives and Activities

	SORP ref	
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"> <li>• Community Mediation. We provided mediation and one-to-one conflict resolution support to around 300 members of our community.</li> <li>• Training. We provided training to staff from local statutory organisations and volunteers from local voluntary organisations.</li> </ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We affirm that all our activities are undertaken with due regard to the guidance issued by the Charity Commission on public benefit.

### 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	Forty-one volunteer mediators delivered 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	
<p>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.</p>	<p>Para 1.20</p>	<p>BHIMS received 123 conflict resolution referrals in 2022-23. These were from Sussex Police, Brighton and Hove City Council, Lewes District Council, Southern Housing Group and Clarion Housing Association. Feedback from our service users showed that BHIMS's support led to people experiencing a significant improvement in their situation.</p> <p>During the year we also provided online support and information for people hosting guests in the Homes for Ukraine scheme – and more widely provided information sheets for guests and hosts relating to communication and support.</p> <p>On the <u>training</u> front, we provided:</p> <ul style="list-style-type: none"> <li>- an introduction to mediation skills course to 12 staff at the University of Sussex Student Union.</li> <li>- worked with the local Youth Offending Team to provide an 'introduction to restorative practice training' session to 20 staff and volunteers.</li> <li>- provided conflict coaching training staff and volunteers to staff in another local mediation service.</li> </ul> <p>We continued to maintain good engagement with our volunteer community mediators during the year through regular video peer support sessions. We also provided intergenerational training to some of our staff and volunteers,</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 £123,480 and total expenditure on charitable activities was £110,467. Net income from the year was £13,013. Total funds carried forward at the year-end were £88,553.
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	£88,553
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 2022-23 were Brighton and Hove City Council, Sussex Police and Crime Commissioner, East Sussex County Council, Lewes District Council, 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 loss of highly skilled and knowledgeable members of staff.
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 trustees are appointed or reappointed at the AGM.

### 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 the mediation charities that cover Sussex. During the period covered by the Annual Report this included West Sussex Mediation, Mediation Plus and Hastings and Rother Mediation. (Mediation Plus and Hasting and Rother Mediation have now merged and are known as Mediation Plus). This agreement supports all services to deliver consistent high-quality services across the county and has enabled 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

**Names of the charity trustees who manage the charity**

	<b>Trustee name</b>	<b>Office (if any)</b>	<b>Dates acted if not for whole year</b>	<b>Name of person (or body) entitled to appoint trustee (if any)</b>
1	Adrian Black	Chair	Acted for as Chair whole year but has since resigned as Chair as a Trustee	Members/Trustees
2	Susy Taylor	Treasurer		Members/Trustees
3	Sue Regi	Vice Chair		Members/Trustees
4	Leo Littman			Members/Trustees
5	Sophie Clifford			Members/Trustees
6	Emily James		(Current Chair)	Members/Trustees
7	Barbara Hill			Members/Trustees
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**Corporate trustees – names of the directors at the date the report was approved**

<b>Director name</b>		
N/A		

**Name of trustees holding title to property belonging to the charity**

<b>Trustee name</b>	<b>Dates acted if not for whole year</b>	
N/A		

## 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

## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Emily James

Position (eg  
Secretary, Chair, etc)

Chair

Date

20 December 2023