



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 April 2023 to 31 March 2024

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	1) To provide, promote and facilitate for the 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 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.
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	The main activity the charity undertook for the public benefit during the period of this report was providing community mediation and one-to-one conflict resolution support to around 220 members of our community.
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	Around thirty volunteer mediators delivered the bulk 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 received 122 conflict resolution referrals in 2023-24. These were from Sussex Police, Brighton and Hove City Council, Lewes District Council, Homes First, Southern Housing Group. In addition, we handled 2 work-place referrals and a referral under our Homes-for-Ukraine contract with East Sussex County Council.</p> <p>Feedback from our service users showed that BHIMS's support led to people experiencing a significant improvement in their situation.</p> <p>On the <u>training</u> front, we provided accredited Mediation Skills training to 8 new volunteers and 2 staff.</p> <p>We maintained engagement and improved the skills of our volunteer community mediators during the year through in-person and video peer support sessions.</p> <p>We worked alongside Brighton and Hove City Council to pilot a Homeless Prevention initiative (Friends & Family Scheme) that launched at the end of 2024.</p> <p>We worked alongside our sister organisation Mediation Plus to streamline the referral process for Sussex police officers by enabling referrals via their mobile devices.</p> <p>Taken together these activities have made a significant contribution to reducing and repairing the harm caused by conflict in our communities.</p> <p>These achievements were set against a challenging year in terms of our staffing. We had vacancies for significant parts of the year in both our senior management and casework team.</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 £153,823 and total expenditure on charitable activities was £110,467. Net income from the year was £132,203. Total funds carried forward at the year-end were £110,173.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy is to hold at least 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	£110,173
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 2023-24 were Brighton and Hove City Council, Sussex Police and Crime Commissioner, East Sussex County Council, Lewes District Council, Southern Housing Group, and Clarion Housing Association.
Investment policy and objectives including any social investment policy adopted	Para 1.46	BHIMS invests the reserves it holds above the value of two months salaries in the COIF Charities Deposit Fund.
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 Mediation Plus. (Mediation Plus now incorporates the former mediation charity West Sussex Mediation.) This agreement enables BHIMS and Mediation Plus 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	47, Ecclesden Grove Hill Brighton BN2 9NG

Names of the charity trustees who managed the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Emily James	Chair	Resigned as trustee on 30/6/24	Members/Trustees
2	Susy Taylor			Members/Trustees
3	Sue Regi			Members/Trustees
4	Leo Littman			Members/Trustees
5	Sophie Clifford			Members/Trustees
6	Barbara Hill			Members/Trustees
7	Adrian Black		Resigned as trustee on 1/10/23	Members/Trustees
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
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 until 31 December 2023). Post vacant for rest of 2023-24.

Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

Other optional information

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Declarations

N/A

Other optional information


N/A

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)

Leo Littman

Position (eg
Secretary, Chair,
etc)

~~Chair~~
TRUSTEE 

Date

21 November 2024

