

REGISTERED CHARITY NUMBER: 1155038

University Mental Health Advisers Network (UMHAN)
Report of the Trustees and Unaudited Financial Statements
for the Year Ended 5 April 2019

University Mental Health Advisers Network (UMHAN)

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for the Year Ended 5 April 2019**

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University Mental Health Advisers Network (UMHAN)

Report of the Trustees for the Year Ended 5 April 2019

The trustees who present their report with the financial statements of the charity for the year ended 5 April 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objective of the CIO is:

The advancement of education of people with mental health difficulties through improving access to higher education.

Activities

What

Education / Training

The advancement of health or saving of lives

Disability

Who

Children / Young People

People with disabilities

How

Providing advocacy / advice / information

Acting as an umbrella or research body

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

University Mental Health Advisers Network (UMHAN) is a Charitable Incorporated Organisation (CIO) registered with the Charity Commission on 17 December 2013.

The charity is controlled by its constitution.

Appointment of Trustees

In accordance with the terms of the constitution there must be at least three charity trustees. If the number falls below this minimum, the remaining trustees may only act to call a meeting of the charity trustees, or appoint a new charity trustee.

There should be not less than two nor more than seven appointed trustees.

Each new trustee is given a copy of the constitution and the latest trustee's annual report and accounts, on or before his or her first appointment.

University Mental Health Advisers Network (UMHAN)

Report of the Trustees for the Year Ended 5 April 2019

STRUCTURE, GOVERNANCE AND MANAGEMENT - continued

Organisational structure

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the constitution.

The charity trustees may delegate any of their powers or functions to a committee or committees and if they do they shall determine the terms and conditions on which the delegation is made. The charities trustees may at any time alter those terms and conditions, or revoke the delegation. A committee may consist of two or more persons but at least one member of each committee must be a charity trustee.

ACHIEVEMENTS AND PERFORMANCE

Summary of the main achievements of the charity during the year:

- Development of a five-year strategy
- Relocation of office to reduce cost of rental and travel expenses
- Review of Charity Development Worker role and recruited into the newly re-devised Charity Manager post.
- Maintenance of partnership with Student Minds through collaboration on University Mental Health Day (UMHD) 2019.
 - 10423 tweets using #UniMentalHealthDay on UMHD
 - 29,148,259 twitter time line deliveries to unique accounts
 - There were 248 events at 122 Universities
 - 280 resource packs were sent out
 - 24 national media organisations reported about UMHD on the day
- Review of charity requirements with regards consultation and trustees. Ongoing recruitment into newly identified trustee roles in process.
- Collaboration with University Mentoring Organisation and Kings College London to deliver specialist conference, The Contribution of Mental Health Advisors and Specialist Mentors: Student Wellbeing & Success (delivered on 12/04/19).
- Provision of consultation to Department of Education regarding mentoring role and professional body membership approval/accreditation.
- Representation on Needs Assessor Working Group
- Continued representation/consultation on Office of the Independent Adjudicator Disability Experts Panel, providing advice and guidance relating to university-based support,
- Development and implementation of communications strategy
- Representation within SMARTEN.
- Collaboration and liaison with statutory and voluntary sector services including Office for Students, Student Minds, Child and Adolescent Mental Health Services and BEAT.
- Provision of consultation to Royal College of Psychiatrists' and contribution to review of student mental health report.
- Successful implementation and pilot audit of CPD and Supervision requirements for Mental Health Advisors.
- Creation of specialist supervision working group

University Mental Health Advisers Network (UMHAN)

Report of the Trustees for the Year Ended 5 April 2019

ACHIEVEMENTS AND PERFORMANCE - continued

- Review and development of CPD and supervision requirements, guidance and resources.
- Continued development and support of regional groups to facilitate collaboration and sharing of good practice.
- Review and development of Disabled Students' Allowances Needs Assessor training
- Continued representation on Universities UK Working Groups including UK Council for Graduate Education with specialist interest in PG mental health, support needs and best practice.
- Membership – at the end of 2019/19 UMHAN had 436 members, which was a 5% increase from the previous year. This comprised of 282 Mental Health Advisors and 154 Specialist Mentors, with 105 Higher Education Institutions represented

The expectation is that this number will increase during 19-20 due to the development of new membership types

FINANCIAL REVIEW

Financial Overview

Our main funding is achieved through membership which generated income of £37,850 (£32,595 in 2017/18). There was a reduction in income generated from the delivery of training.

The majority of our charitable expenditure related to staffing and associated costs which came to £21,987 (£21,545 in 2017/18).

There was a net surplus in funds for the year of £5,089 (£7,967 in 2017/18) which resulted in a reserve position of £51,172 (£46,083 in 2017/18). All reserves are unrestricted and can be fully utilised towards our charitable objectives at the discretion of the trustees.

Reserves policy

All reserves are kept within the charity's bank account. Current reserves as at 5th April 2019 are in line with financial policy as reserves are to safeguard salary of charity manager for duration of the contract of employment.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements.

FUTURE PLANS

From March, we are hoping that income will increase with the introduction of 2 new membership types for managers and associates. This means that people who were previously not eligible to join UMHAN as members will be able to join us providing they meet certain criteria. Some funds will be used to support this development, such as the introduction of an online forum, designed to improve information sharing.

University Mental Health Advisers Network (UMHAN)

**Report of the Trustees
for the Year Ended 5 April 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1155038

Registered office

University Mental Health Advisers Network (UMHAN)
The Moseley Exchange
149 - 153 Alcester Road
Birmingham
B13 8JP

Trustees

Dan Doran
Lydia Pell
Hannah Abrahams

Independent Examiner

Colebridge Enterprises Ltd t/a Colebridge Accountancy
Unit 21, Chelmsley Wood Ind Estate
Waterloo Avenue
Birmingham
B37 6QQ

Bankers

Co-operative Bank PLC
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees are responsible for preparing the report of the trustees and the financial statements. The charity's trustees consider that an audit is not required for this year, under section 144 of the Charities Act 2011 (the 2011 Act) but an independent examination required as per section 145 of the Charities Act 2011 (the 2011 Act) which is included on page 6.

Approved by order of the board of trustees on 21 January 2020 and signed on its behalf by:



Hannah Abrahams
Trustee

University Mental Health Advisers Network (UMHAN)

**Independent Examiner's Report to the Trustees
for the Year Ended 5 April 2019**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 5 April 2019 which are set out on pages 7 to 12.

Responsibilities and basis of report

As trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Statement of Recommended Practice (SORP).

Having satisfied myself that the accounts of the Charity are not required to be audited but have been subjected voluntarily 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

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 Charity 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 (FRS102).

I have no concerns and have come across no 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.



Steven Breese ACMA, CGMA
Colebridge Enterprises Ltd t/a Colebridge Accountancy
Unit 21, Chelmsley Wood Ind Estate,
Chelmsley Wood,
Birmingham
B37 6QQ

17 January 2020

University Mental Health Advisers Network (UMHAN)

Statement of Financial Activities
for the Year Ended 5 April 2019

		05.04.19 Unrestricted funds	05.04.19 Restricted funds	05.04.19 Total funds	05.04.18 Total funds
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	845	-	845	621
Charitable activities	4	37,985	-	37,985	34,477
Total		<u>38,830</u>	<u>-</u>	<u>38,830</u>	<u>35,098</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities	5	<u>33,742</u>	<u>-</u>	<u>33,742</u>	<u>27,131</u>
Total		<u>33,742</u>	<u>-</u>	<u>33,742</u>	<u>27,131</u>
NET INCOME		5,089	-	5,089	7,967
RECONCILIATION OF FUNDS					
Total funds brought forward		46,083	-	46,083	38,116
TOTAL FUNDS CARRIED FORWARD		<u><u>51,172</u></u>	<u><u>-</u></u>	<u><u>51,172</u></u>	<u><u>46,083</u></u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

University Mental Health Advisers Network (UMHAN)

Balance Sheet
At 5 April 2019

		05.04.19	05.04.19	05.04.19	05.04.18
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
Notes	£	£	£	£	£
CURRENT ASSETS					
Cash at bank and in hand		51,508	-	51,508	46,083
Debtors		-	-	-	-
		<u>51,508</u>	<u>-</u>	<u>51,508</u>	<u>46,083</u>
CREDITORS					
Amounts falling due within one year	6	- 336	-	- 336	-
NET CURRENT ASSETS/(LIABILITIES)		<u>51,172</u>	<u>-</u>	<u>51,172</u>	<u>46,083</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		51,172	-	51,172	46,083
NET ASSETS		<u>51,172</u>	<u>-</u>	<u>51,172</u>	<u>46,083</u>
FUNDS					
	7				
Unrestricted funds		51,172	-	51,172	46,083
Restricted funds		-	-	-	-
		<u>51,172</u>	<u>-</u>	<u>51,172</u>	<u>46,083</u>

The directors acknowledge their responsibilities with respect to the accounting records and the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year, under Section 144 of the Charities Act 2011 (the 2011 Act) but an independent examination is required as per section 145 of the Charities Act 2011 (the 2011 Act). The independent examiners statement is included on page 6.

The financial statements were approved by the Board of Trustees on 21 January 2020 and were signed on its behalf by:



Hannah Abrahams
Trustee

University Mental Health Advisers Network (UMHAN)

**Notes to the Financial Statements
for the Year Ended 5 April 2019**

1 ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then the income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is usually upon notification of interest paid or payable by the Bank.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs relating to the category. Where costs cannot be directly attributed to a particular heading they have been allocated to activities on a basis consistent with the use of resources. Expenditure is classified under the following activity headings:

Charitable activities - this comprises the direct costs of activities undertaken to further the purposes of the charity, including grants payable and all associated support costs.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Continued on next page...

University Mental Health Advisers Network (UMHAN)

Notes to the Financial Statements
for the Year Ended 5 April 2019**1 ACCOUNTING POLICIES - continued****Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 TRUSTEES REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 5 April 2019 nor the year ended 5 April 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 5 April 2019 nor the year ended 5 April 2018.

3 INCOME FROM DONATIONS AND LEGACIES

	05.04.19	05.04.18
	£	£
Fundraising	845	621

4 INCOME FROM CHARITABLE ACTIVITIES

	05.04.19	05.04.18
	£	£
Membership fees	37,850	32,595
Training delivery	135	1,882
	37,985	34,477

5 CHARITABLE ACTIVITIES COST

	05.04.19	05.04.18
	£	£
Staffing and recruitment costs	21,987	21,545
Premises and associated costs	3,867	3,413
Administrative expenses	6,052	2,173
Campaigns and projects	1,500	-
Governance	336	-
	33,742	27,131

6 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	05.04.19	05.04.18
	£	£
Accruals and deferred income	336	-

University Mental Health Advisers Network (UMHAN)

Notes to the Financial Statements
for the Year Ended 5 April 2019

7 MOVEMENT IN FUNDS

	At 05.04.19 £	Net movement in funds £	At 05.04.18 £
Unrestricted funds			
General fund	51,172	5,089	46,083
TOTAL FUNDS	<u>51,172</u>	<u>5,089</u>	<u>46,083</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	38,830	33,742	5,089
TOTAL FUNDS	<u>38,830</u>	<u>33,742</u>	<u>5,089</u>

8 STAFF COSTS

	05.04.19 £	05.04.18 £
Wages and salaries	18,808	20,536
Social security costs	1,433	-
Other pension costs	229	38
	<u>20,470</u>	<u>20,574</u>

The average monthly number of employees during the year was as follows:

	05.04.19	05.04.18
Full Time	0	0
Part Time	1	1
	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

The total amount of employee benefits received by key management personnel is £20,470 (£20,574 in 2017/18). The Charity considers its key management personnel comprise of the board of volunteer trustees and the Development Worker.

University Mental Health Advisers Network (UMHAN)

Notes to the Financial Statements
for the Year Ended 5 April 20198 COMPARATIVE STATEMENTS OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
5 APRIL 2018

		05.04.18 Unrestricted funds	05.04.18 Restricted funds	05.04.18 Total funds
	Notes	£	£	£
INCOME AND ENDOWMENTS FROM				
Donations and legacies		621	-	621
Charitable activities		34,477	-	34,477
Total		35,098	-	35,098
EXPENDITURE ON				
Charitable activities				
Charitable activities		27,131	-	27,131
Total		27,131	-	27,131
NET INCOME		7,967	-	7,967
RECONCILIATION OF FUNDS				
Total funds brought forward		38,116	-	38,116
TOTAL FUNDS CARRIED FORWARD		46,083	-	46,083