

**INDEPENDENT MENTAL HEALTH NETWORK**  
**ACCOUNTS**  
**YEAR ENDED 31 AUGUST 2018**

**Registered Charity Number 1171453**

**INDEPENDENT MENTAL HEALTH NETWORK**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 AUGUST 2018**

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<b>CONTENTS</b>	<b>PAGE</b>
Trustees annual report	<b>2</b>
Independent Examiner's Report	<b>9</b>
Receipts and payments accounts	<b>10</b>

# **INDEPENDENT MENTAL HEALTH NETWORK**

## **TRUSTEES REPORT**

**YEAR ENDED 31 AUGUST 2018**

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### **LEGAL AND ADMINISTRATIVE INFORMATION**

#### **Legal Form**

Charitable Incorporated Organisation (formed under the Charities Act 2011) registered charity number 1171453.

#### **Principle Office**

BNSSG CCG NHS South West  
South Plaza  
Marlborough Street  
Bristol  
BS1 3NX

#### **Trustees**

William Anderson	Chair	Appointed Feb 2017
Amelia Campbell		Appointed Feb 2017
David Walters		Appointed April 2018
David Webb		Appointed Feb 2017
Kata Papunen		Appointed April 2018
Justine Keeble		Appointed Jan 2018

#### **Independent Examiner**

Joanne Trowbridge MAAT  
Bristol Community Accountants CIC  
The Park,  
Daventry Road,  
Knowle  
Bristol BS4 1DQ

#### **Bankers**

Triodos Bank  
Deanery Road  
Bristol BS1 5AS

National Westminster Bank PLC  
89 High Street  
Weston Super Mare  
North Somerset  
BS23 1HJ

# **INDEPENDENT MENTAL HEALTH NETWORK**

## **TRUSTEES REPORT**

### **YEAR ENDED 31 AUGUST 2018**

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The Trustees present their report and accounts for the year ended 31<sup>st</sup> August 2018.

#### **Structure, Governance and Management**

##### **Organisation**

Independent Mental Health Network is a Charitable Incorporated Organisation (the CIO) governed according to its Constitution and bye laws. The charity was established on 3<sup>rd</sup> February 2017

##### **Members and Trustees**

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated their or its agreement to become a member and acceptance of the duty of members.

Trustee attendance at board meetings information:

- Amelia Campbell – attended 3 out of 5 meetings
- David Walters – attended out 4 of 4 meetings
- David Webb – attended 4 out of 5 meetings
- Justine Keeble – attended 3 out of 4 meetings
- Kata Papunen – attended 4 out of 4 meetings
- William Anderson – attended 1 out of 1 meeting (completed term of office)

##### **Appointment of Trustees**

A combination of elected by the members of the CIO at an annual general meeting (AGM) and appointed by the Board of Trustees (with reification at a general meeting of the CIO).

##### **Governance**

The organisation also has Bye Laws covering the following:

- Conditions and Benefits of membership
- Election Rules
- Meeting Rules
- Board of Trustees
- Companies, Grievances, Disciplinary and Appeals

The organisation has an organisation structure in place as well as a risk log that is reviewed at each meeting of the board.

The organisation also has policies and procedures in place, which include:

- Conflicts of Interest
- Data Protection
- Privacy Policy
- Equal Opportunities
- Equality and Diversity

# INDEPENDENT MENTAL HEALTH NETWORK

## TRUSTEES REPORT

YEAR ENDED 31 AUGUST 2018

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- Involvement
- Membership Approval Process
- Safeguarding

### **Objectives and activities**

#### **Objects of the Charity**

The objects of the CIO are:

- (1) For the public benefit, to advance the health of individuals and groups in England and Wales by:
  - (a) representing the needs of the membership of IMHN in improving the provision of mental health services;
  - (b) working collaboratively with commissioners, service providers and other agencies to identify innovative health solutions that will improve the health of local communities;
  - (c) working with individuals and local groups in communities to facilitate the provision of support networks for those that are experiencing a mental health issue;
  - (d) educating the public on the importance of understanding mental health and the need for parity of esteem in how we view this with physical health.
- (2) To promote community capacity building through developing diverse networks of individuals and groups that are able to be involved in improving local mental health services in areas of England and Wales.
- (3) The advancement of citizenship or community development through promoting the efficiency and effectiveness of charities and the effective use of charitable resources by representing a range of views to policy makers and funders on improving mental health services in England and Wales.
- (4) To advance community development through the promotion of volunteering and the voluntary sector in the role it can play for improving mental health services locally and nationally in England and Wales.
- (5) To advance such charitable purposes (according to the law of England and Wales) as the trustees see fit from time to time, in particular but not limited to advancing the education of individuals and groups working in the health sector by making grants and awards to user-led mental health groups.

### **Public benefit**

The trustees have had regard to the guidance issued by the Charity Commission on public benefit and provide the following information in relation to activities undertaken for the public benefit in relation to those objects:

- (1) **For the public benefit, to advance the health of individuals and groups in England and Wales by:**
  - (a) **representing the needs of the membership of IMHN in improving the provision of mental health services;**

Members of the organisation have been involved in representing those accessing mental health services across Bristol, North Somerset and South Gloucestershire in contract and

# INDEPENDENT MENTAL HEALTH NETWORK

## TRUSTEES REPORT

YEAR ENDED 31 AUGUST 2018

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performance monitoring meetings of services. This has been done through ensuring the voices of those experiencing services “on the ground” are heard by senior leadership in service providers and commissioning, providing opportunities for meaningful service improvement work to take place.

Members were also involved in engagement activities that took place as part of the Improving Access to Psychological Therapies (IAPT) procurement. This included supporting the consultation where over 700 people responded with their views on what the new service should look like.

- (b) **working collaboratively with commissioners, service providers and other agencies to identify innovative health solutions that will improve the health of local communities;**

We have been involved in co-producing the specification for the new IAPT service, identifying opportunities for innovation and enabling this to take place (the new specification includes a specific ringfenced innovation fund as a result).

- (c) **working with individuals and local groups in communities to facilitate the provision of support networks for those that are experiencing a mental health issue;**

We run monthly meetings for members in Bristol and North Somerset to come together and share their lived experiences and feedback on how things could be improved for the future.

We also support the local Time to Change hub and a network of local champions to be able to come together and collectively work to challenge mental health stigma and discrimination.

- (d) **educating the public on the importance of understanding mental health and the need for parity of esteem in how we view this with physical health.**

The organisation proudly supports the work of Time to Change, a national campaign seeking to end mental health stigma and discrimination as the local Bristol Hub, in partnership with other local organisations. Several of our members our Time to Change Champions and have attended public events to engage in social contact techniques to positively challenge people’s perceptions and reduce stigma.

- (2) **To promote community capacity building through developing diverse networks of individuals and groups that are able to be involved in improving local mental health services in areas of England and Wales.**

Membership of the organisation has increased during this period, with new people becoming involved in improving mental health services both in formal settings and informal settings. This has included working with Bristol Mental Health to gather feedback on people’s experiences and feed these in service improvement work.

Members have also carried out visits to inpatient wards to gather feedback from people about their experiences on the wards, making recommendations to the provider on how to improve patient experience.

# INDEPENDENT MENTAL HEALTH NETWORK

## TRUSTEES REPORT

### YEAR ENDED 31 AUGUST 2018

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We have also worked with an existing lived experience led group to establish our second branch: Clarity – NSIMHN, following on from the setup phase in the previous financial year. They operate in North Somerset giving a voice to those in more rural settings.

- (3) **The advancement of citizenship or community development through promoting the efficiency and effectiveness of charities and the effective use of charitable resources by representing a range of views to policy makers and funders on improving mental health services in England and Wales.**

Members of the organisation have regularly fed back to policy makers and funders about delivering better mental health services based on lived experience perspectives of both those who are members of the organisation and those who are not.

This included the delivery of two mental health conversation events, that sought to put the views of people with lived experience and the wider VCSE sector directly to decision makers and funders on key topics including: mental health, housing & homelessness and mental health, welfare, debt and benefits issues.

This has also included promoting the effective work that lived experience led charitable organisations can carry out when there are opportunities to do so.

- (4) **To advance community development through the promotion of volunteering and the voluntary sector in the role it can play for improving mental health services locally and nationally in England and Wales.**

IMHN has promoted the role of the voluntary sector in improving mental health services throughout many of its activities. This has included supporting the continued development of a second branch in North Somerset to further enhance this role.

- (5) **To advance such charitable purposes (according to the law of England and Wales) as the trustees see fit from time to time, in particular but not limited to advancing the education of individuals and groups working in the health sector by making grants and awards to user-led mental health groups.**

Whilst no formal awards have been made during the first financial period of the CIO, the organisation has partnered with other user-led groups in order to deliver a national event called Peerfest. Work on this began in April 2017, with the event taking place in October 2017 where over 300 people came together to share their experiences of Peer Support and how things can develop for the future.

As a member-led organisation, our members and volunteers are the lifeblood of the organisation and the board would like to take this opportunity to thank all of those volunteers (members and non-members) that have supported the work of the charity in its first full year of operation.

# INDEPENDENT MENTAL HEALTH NETWORK

## TRUSTEES REPORT

YEAR ENDED 31 AUGUST 2018

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### Successes

- In addition to our first branch (the Bristol Independent Mental Health Network), our second branch the North Somerset Independent Mental Health Network (NSIMHN – Clarity) continues to develop, meeting monthly.
- All Board meetings have been quorate in the 2017 – 2018 financial year, helping to focus on developing a strong independent voice for those with lived experience of mental health.
- We have led inpatient ward visits, seeking to ensure those on mental health wards are empowered to have a voice about their experiences of their mental health care.
- We have worked with the local clinical commissioning group and mental health service providers to call for further improvements to the crisis care pathway.
- We have continued to lead on work to re-develop information available to the public about available mental health services in the Bristol area via the Bristol Mental Health website.
- We published our annual guide to the opening hours of mental health services over the Christmas period, reaching over 21,000 people.
- We successfully bid to become a Time to Change hub in Bristol, increasing capacity of our work that focuses on challenging mental health stigma and discrimination. This has included running training for people across different communities and having a presence at key events including: Bristol Pride, St Paul's Carnival and the Islamic Cultural Fayre.
- The organisation has partnered with other user-led groups in order to deliver a national event called Peerfest. Work on this began in April 2017, with the event taking place in October 2017 where over 300 people came together to share their experiences of Peer Support and how things can develop for the future.

### IMHN in numbers 2017-18:

- 65 representatives sitting across 40 different meetings and work areas to improve mental health services for patients and the public in the BNSSG area.
- IMHN and its branches have held over 50 meetings this year focusing on improving mental health services and feeding back on different issues.
- We have over 120 individual members and 17 group members, combining to make a representative total of over 1,000 people that have the opportunity to directly influence the work we do.
- Our biggest social media post reach has been to over 21,000 people from across different communities.
- We have over 1,600 Facebook 'likes'.
- Over 300 people came together to attend Peerfest 2017 organised by IMHN and a group of user-led organisations. It is a national event celebrating peer support and discussing what is next.
- We have featured across four local media organisations, including BBC, Bristol Cable, Bristol 24/7 and Bristol Post.



# INDEPENDENT MENTAL HEALTH NETWORK

## TRUSTEES REPORT

YEAR ENDED 31 AUGUST 2018

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### Reserves Policy and Risk Management

This Reserves Policy relates to our Unrestricted Funds only. This includes funds held in our bank account.

Designated or restricted funds are presented separately in our Annual Accounts on pages one and two.

To support fluctuations in the CIO's income, the organisation's reserves will ensure that as a minimum they can meet four months of our current operating costs at any given point in time as a minimum, up to a maximum of 50% of our annual turnover.

These will be carried forward to the first quarter of the following financial year to be expended by the trustees as they see fit against the charitable objects of the organisation (cashflow permitting).

As at the end of the previous financial year, the CIO's total unrestricted funds balance was £2,626.

There are no funds materially in deficit.

The trustees have now examined the major risks to which the charity is exposed and systems will continue to be established to mitigate those risks.

### Going concern

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The trustees are therefore of the view that the charity is a going concern.

### **Trustees' responsibilities in relation to the financial statements**

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

Approved by the trustees and signed on their behalf by:

..... Kata Papunen

..... Justine Keeble

Date.....2019

# **INDEPENDENT MENTAL HEALTH NETWORK**

## **Independent Examiner's Report to the Trustees**

**YEAR ENDED 31 AUGUST 2018**

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I report to the trustees on my examination of the accounts of Independent Mental Health Network for the year ended 31 August 2018.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charities accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2) the accounts do not accord with those records.

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.

.....

Joanne Trowbridge MAAT  
Bristol Community Accountants CIC  
The Park  
Daventry Road,  
Knowle  
Bristol BS4 1DQ

Date .....2019

# INDEPENDENT MENTAL HEALTH NETWORK

## RECEIPTS & PAYMENTS ACCOUNT

YEAR ENDED 31 AUGUST 2018

	Unrestricted Fund 2018 £	Restricted Funds 2018 £	TOTAL FUNDS 2018 £	Total Funds 2017 £
<b>Receipts</b>				
Donations, legacies and grants	19	28,633	28,652	2,637
	<u>19</u>	<u>28,633</u>	<u>28,652</u>	<u>2,637</u>
<b>Payments</b>				
Advertising & Marketing	-	1,364	1,364	-
Bank Fees	-	11	11	-
Consulting	-	22,911	22,911	-
Postage, Freight & Courier	-	5	5	-
General Expenses	-	169	169	-
Printing & Stationery	-	83	83	-
IT Software and Consumables	-	277	277	-
Rent	-	618	618	30
Travel - National	-	709	709	-
Miscellaneous	-	55	55	-
	<u>-</u>	<u>26,202</u>	<u>26,202</u>	<u>30</u>
<b>Net of receipts/(payments)</b>	19	2,431	2,450	2,607
<b>Brought forward 1 September 2017</b>	2,607	-	2,607	-
<b>Total Funds Carried Forward</b>	<u><u>2,626</u></u>	<u><u>2,431</u></u>	<u><u>5,057</u></u>	<u><u>2,607</u></u>

# INDEPENDENT MENTAL HEALTH NETWORK

## STATEMENT OF ASSETS AND LIABILITIES

YEAR ENDED 31 AUGUST 2018

	Unrestricted Fund 2018 £	Restricted Funds 2018 £	TOTAL FUNDS 2018 £	Total Funds 2017 £
<b>Cash Funds</b>				
Cash at Bank - IMHN	424	2,431	2,855	-
Cash at Bank - NSIMHN	2,202	-	2,202	2,607
	<u>2,626</u>	<u>2,431</u>	<u>5,057</u>	<u>2,607</u>

	Unrestricted Fund 2018 £	Restricted Funds 2018 £	TOTAL FUNDS 2018 £	Total Funds 2017 £
<b>Liabilities</b>				
Independent Examination	(354)	-	(354)	-
	<u>(354)</u>	<u>-</u>	<u>(354)</u>	<u>-</u>

The trustees declare they have approved the accounts above.

Signed on behalf of the charity's trustees:

.....  
Kata Papunen

.....2019

.....  
Justine Keeble

.....2019

# **INDEPENDENT MENTAL HEALTH NETWORK**

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 AUGUST 2018**

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### **1 Accounting policies**

- a) The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross income of £250,000 or less.
- b) The Charitable Incorporated Organisation (CIO)1171453 was registered on 03 February 2017.
- c) Income and expenditure has been analysed in the accounts using natural classification.
- d) The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, grants of a general nature, fees for service provision and payment for service delivery contracts.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific reasons.

- e) The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

### **2 Trustee benefits, payments and expenses**

There were no payments, remuneration or expenses made to trustees during the period.