

BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)
A Charitable Incorporated Organisation (CIO)

TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS

For The Year Ended
31 March 2019

**BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)**

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**BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)**

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

Organisation Name	Bury Involvement Group in Mental Health
Charity Number	1166584
Address	Unit 54 Bury Business Centre Kay Street Bury BL9 6BU
Trustees	Frances Christine Halligan BA (Hons) PGCE Tina Kim Wardle Emma Jane Moore (removed on 07/11/2018) Deborah Louise Bhatti (appointed on 11/04/2018) Keeley Jane Bell (appointed on 01/08/2018)
Accountants	Community Accounting Lancashire C.I.C. Foxfields 9 Norley Close Chadderton Oldham OL1 2RA
Bankers	Unity Trust Bank Nine Brindleyplace Birmingham B1 2HB

BURY INVOLVEMENT GROUP

CHAIRPERSON'S STATEMENT

Bury Involvement Group has had another successful year and has continued to provide a high quality service for people experiencing mental health conditions. BIG was initially established as a community group in 2007 and has grown over the years due to its positive reputation combined with the increasing demand for mental health services. BIG was entered on the Register of Charities on 18th April 2016 and although our charitable activities have increased tremendously since the organisation started, our core values have always remained the same.

I would like to thank our dedicated team of volunteers, our Trustees and our Chief Officer who have continued to work tirelessly for all the people who have used our service throughout the year. It is a privilege and honour to be the Chairperson of BIG, witnessing firsthand how the hard work of each member of our team has facilitated the recovery of service users who have attended our groups. I am inspired and humbled by the goodwill and passion of our team.

The feedback received from our service users and from professionals validates the positive impact of our service. As well as benefitting from our groups, attendees have also been signposted to a wide range of other organisations for further additional support.

The appointment of our Chief Officer, Jordan Fahy, in January 2018, has enabled me to focus more on governance rather than operational management which I was also doing before that. In his role, Jordan has undertaken collaborative work with Pennine Care Foundation Trust, Bury Council and the University of Manchester. He has also created various local partnerships and has strengthened our relationships with other organisations.

During this financial year we appointed two new Trustees, Deborah Bhatti and Keeley Bell, who have supported existing Trustees to effectively govern our charity. There have been representatives from BIG on several Boards and at other relevant meetings to ensure the voice of service users is heard across Bury and Greater Manchester. We have undertaken a large amount of outreach work and held numerous events in the community to raise awareness and reduce stigma around mental health.

We produced our five year Business Plan which was ratified by the Board of Trustees on 6th February 2019. Within the plan we have identified five key objectives for the future which are outlined in our Trustees' Report. We will continue to strive to provide support and hope in order to empower our service users to heal and grow in their recovery.

Signed *F. B. Halligan*

6th November 2019

Frances Halligan

Chairperson

BURY INVOLVEMENT GROUP

TRUSTEES' REPORT

The Board of Trustees presents the report and financial statements for the year ended 31 March 2019.

The Trustees confirm that the annual report and financial statements have been prepared in accordance with current statutory requirements set out in the Charities Act 2011, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities 2015 (FRS102).

Objectives and Activities

The charity's objectives, as stated in the governing document, are:

To protect and promote good health among people experiencing mental health conditions living in Bury and the surrounding area, in particular but not exclusively by the provision of a group providing support, education, information and advice.

Bury Involvement Group is an organisation formed and run by people with lived experience of mental distress. Our mission is to empower adults with mental health conditions towards recovery and improved quality of life, by providing mutual support and hope. As a user led organisation, we have continued to be a strong independent voice for the people who use mental health services in Bury and throughout Greater Manchester. We have continued to advocate for the involvement of people with lived experience within the mental health economies.

Business Development:

BIG approached the Cranfield Trust for support to draw up a new 5 year business plan for our organisation. As part of this we undertook a wider stakeholder mapping and engagement exercise to understand:

- What currently works best about BIG
- What BIG could do to improve what we do currently
- What additional services would best meet the needs of people in Bury

Throughout 2018 we engaged with our service users, volunteers, and external stakeholders from varying sectors (including health, social care, mental health commissioning and the voluntary and community sectors.) The key themes raised through the stakeholder analysis were around:

- The value of peer support and the need to expand our current support offer in the community;
- The need to improve awareness of, and increase accessibility to, the current support offer in the community;
- The unmet need to improve the current provision of mental health crisis support;
- The need to better embed the voice of people with lived experience into the health and social care economies;
- The need to improve the level of practical and advocacy support available to service users in Bury.

The work we undertook enabled the organisation to co-produce a long term plan with our service users, which outlines the priorities of the organisation over the coming years. Our five long term objectives which structure our operational plan are:

- Ensure the sustainability of the current service, whilst we strengthen governance, and remain a financially viable charity.
- Attract retain and develop personnel and volunteers to deliver our services.
- Increase the accessibility of the current service.
- Acquire a building that will enable the expansion of our current offer to meet unmet need in the community.
- Increase the involvement of mental health service users within the health and social care landscape, and work towards co-producing new services internally.

Groups

We have continued to provide 5 peer support groups every week in the community and one on the inpatient psychiatric ward at the Irwell Unit, Fairfield General Hospital, in Bury. Our model of service was designed and set up by people who experienced mental health conditions themselves. Our groups are free and open to anyone aged 18 and over, from any area, who needs support for mental health. There are no referrals or waiting lists. We have an open door policy, we will never turn people away and we offer long term engagement and support. We do not expect commitment; people can turn up as and when they need. The support provided has continued to be led by volunteers who have a lived understanding of what mental distress means and can truly empathise and provide compassionate support.

Events and Outreach

We have held events in the community to educate people about mental health in a non-judgemental and supportive way, improving knowledge and reducing stigma, and raise awareness through outreach work with professionals, employers, and across social media:

Events

- Asda, Morrisons and Tesco - Mental Health Awareness Events
- Tea and Talk - Mental Health Awareness Event - Bury Town Hall
- Meet the Provider Event - The Longfield Suite, Prestwich
- Armed Forces and Veterans Summit - Bury Town Hall
- Bury Carers' Event - Bury Town Hall
- Big Tea Engagement Event (70th Birthday of the NHS) - Bury Town Hall
- The Pitch Event to Showcase Art of Service Users - Polish Club, Bury
- Devo Difference - Bury Town Hall
- Health Employment and Skills Event - Castle Leisure Centre, Bury
- Let's Talk Loneliness Event - St Bernadette's, Whitefield

Talks and Presentations: Women of Worth; Bury Carers Group; Pennine Care Pain Service; Staff at L'Oréal, Pilsworth; workshop on Crisis Care attended By Bury CCG, Pennine Care and LCO (Local Care Organisation).

Social Media

- Twitter – 590 followers
- Facebook page – “liked” by 2,060

Collaborative Work

The Health and Social Care Partnership (HSCP): which oversees the devolution of health and social care services across Greater Manchester: In 2018 we worked with the Health and Social Care Partnership to design and develop the first Greater Manchester Adult Service User Network. The network was set up with the intention of establishing a forum for mental health service users across Manchester to engage with the HSCP to influence the broad mental health agenda with their needs. A representative from our organisation held a service user representative position on the Greater Manchester Health Programme Delivery Board, representing the needs of service users in large scale mental health projects undertaken as part of the transformation agenda.

Pennine Care Foundation Trust: We have worked collaboratively with our local NHS Trust to support them with service user involvement. We have represented the needs of service users on: the Acute Care Forum; Triangle of Care Forum; Bury Carers' Group and Bury Mental Health Delivery Group (a newly established multi-agency group).

Local Authority: We work with our local council to better represent the needs of service users. During the year the council established a new multi-agency group tasked with reducing the number of suicides within the locality. BIG now represents mental health service users on the Bury Suicide Prevention Group.

University of Manchester: We have liaised with the Counselling Psychology Department and have given placements to students as facilitators in our support groups. We are presently working to expand on our working relationship with the University of Manchester.

Partnerships

Strategic Partnership: Our Chief Officer has been instrumental in forming a partnership in Bury with the other two mental health charities, Creative Living Centre and Streetwise @ EarlyBreak. This is a partnership approach to aligning our organisational efforts at a strategic level to better represent the needs of our service users within Bury and Greater Manchester.

Partnership with Pennine Care Foundation Trust: Delivery of our Peer Support Group at the psychiatric unit in Bury. Staff from Pennine bring people who are inpatients on the psychiatric ward to our peer support groups in the community before they are discharged.

Bury Samaritans: a formal Memorandum of Understanding (MOU) between the Samaritans and BIG which sets up a pathway for our service users who would benefit from a referral to the Samaritans who provide an individualised telephone support package.

Signposting

We have referred and signposted service users to a wide range of other support services, including:

- Creative Living Centre
- Streetwise @ EarlyBreak
- Mental Health Access Team
- Home Treatment Team
- Healthy Minds
- One Recovery Bury
- Citizens Advice Bureau
- Recovery Academy
- Health and Wellbeing College
- ADAB
- The Fed
- Motiv8
- Women of Worth
- Bury Cancer Support Service
- Bury Death Café
- Bury Adult Education Centre
- Bury Veterans' Breakfast Club
- Creative Support
- Praxis Care and Support
- Making Space
- Brothers of Charity
- Red Door
- Homeless Breakfast Club

Public Benefit

The Trustees have had due regard to the Charity Commission's guidance on public benefit when planning and delivering services. The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievement and performance

The 2018 - 2019 financial year continued to be a busy year for BIG with our services in high demand. Across the year our organisation delivered 243 group support sessions in the community. The overall total number of attendances at groups was 3831. We supported 406 unique individuals experiencing mental distress.

Anxiety and Depression Group

For the year ended 31st March 2019, the group was used by 131 individuals who made a combined total attendance of 678. The average attendance at this group was 15 people, across the 46 groups we held throughout the year.

This is an open peer support group for adults who need support for anxiety and depression. The group allows the attendees to bring into the session what they wish to discuss, so they can seek the support from others in the group, in a safe environment which is held by our facilitators. Attendees will come to discuss the present difficulties going on in their life; however, other attendees will choose to use the space to listen to others, or to share positive moments and achievements with the group. This group is particularly well used by people who are experiencing feelings of suicide, or who have recently attempted to take their own life.

Comment from a service user: "I wouldn't be here if it wasn't for BIG; I would be back in hospital or dead".

Recovery Group

For the year ended 31st March 2019, the group was used by 211 individuals who made a combined total attendance of 1209. The average attendance at this group was 24 people, across the 50 groups we held in the year.

The Recovery Group functions as an open discussion group which covers a broad range of topics related to mental health and wellbeing, delivered by a broad range of guest speakers. Over this year talks have been given by psychiatrists, psychologists, therapists, lecturers and people with lived experience of mental distress. We do not pay guest speakers, everyone who attends this group to speak does so on a voluntary basis. The group is delivered in an interactive format, meaning attendees will often share their thoughts and experiences which relate to the topic that evening.

The Recovery Group is mainly for the delivery of talks which aim to raise understanding and knowledge but we also hold a lot of our involvement activities at this group. For instance, much of the co-production work for the business plan was done at the Recovery Group, as well as the work around the crisis care pathway. Also this year we have welcomed the Quality Lead for Pennine Care Foundation Trust to the group, as we work with Pennine Care Foundation Trust (PCFT) to improve the quality of their services. As part of this we have started to develop project with PCFT to design and deliver training to staff to enable them to better support people who are struggling with their mental health.

Comment from a service user: "BIG has given me a new direction in life and awoken a new determination in me to focus on the positive".

Ward Peer Support Group

For the year ended 31st March 2019, the average attendance at this group was 3 people, across the 50 groups we held that year, with a combined total attendance of 128. The group is facilitated by 2 of our volunteers and an occupational therapist from Pennine Care Foundation Trust. The Ward Peer Support Group was set up due to our knowledge that being an inpatient on a psychiatric ward can be an incredibly lonely and even traumatising experience, being an inpatient can make a person feel incredibly powerless, shameful and vulnerable. The group was established to provide a safe space for people who are presently experiencing significant mental and emotional distress on the inpatient unit which can at times, be a very violent and threatening environment. The group gives people the opportunity to seek support from our facilitators, who themselves have experienced being an inpatient, so can provide mutual peer support at what can be a person's lowest period. At the group we provide people with the opportunity to talk about their experiences, and to make meaning out of their distress, whilst giving them the hope that things will improve. One of the facilitators is also the service user representative at Pennine Care

Foundation Trust's Acute Care Forum in Bury. Having direct contact with inpatients and understanding their experiences on the ward allows our organisation to effectively represent the needs of people who are presently inpatients of the Trust, working with the Trust to ensure that improvements made to the ward are informed by people with lived experience.

The Ward Peer Support Group has also provided our organisation with a great way of making contact with people who are presently inpatients with a first-hand taster of what BIG provides in the community, meaning the group acts as a bridge for people moving back into the community.

Comment from occupational therapist: "Patients are reassured that they are not alone, should not feel ashamed, and that recovery is possible from even the darkest situations. Patients have already gone on to attend BIG groups in the community once discharged as a direct result of attending the group in hospital".

Dual Recovery Group

For the year ended 31st March 2019, the group was used by 51 individuals who made a combined total attendance of 349. The average attendance at this group was 7 people, across the 48 groups we held that year.

The Dual Recovery Group functions as an open peer support group for adults who need support for their mental health and an addiction, and was established in response to the issues people with both problems were facing: with consistent reports from people that their treatment was often isolated and the issues were not viewed holistically.

Each session is facilitated as an open peer support group allowing the attendees to bring into the session what they wish to discuss, so they can seek the support from others in the group, in a safe environment which is held by our facilitators.

Given the nature of the group, attendees will discuss the difficulties going on in their lives; people will talk about their experiences as it relates to their difficulties with substances and mental health, with people being at varying stages of recovery.

As there is no time limit or expectation for involvement, the group is used by people as they choose. Some attend regularly, whilst others choose to use the group infrequently, as and when they require support.

Comment from a service user: "I wouldn't be sober if I didn't come here, I managed to stop drinking by coming here, talking to others, learning from others, I'm more motivated, I've tidied my flat, decorated it, had a haircut, been to the dentist. I've started to get my life back".

Drop-in

For the year ended 31st March 2019, the group was used by 142 individuals who made a combined total attendance of 1040. The average attendance at this group was 21 people, across the 50 groups we held that year.

The Drop-in was set up with the intention of reducing the isolation and loneliness of people with mental health conditions. The group provides a friendly and supportive environment, where everyone is welcome all year round to socialise and chat with other people who understand what living with a mental health condition is like.

We ask people, if possible, to attend the Drop-in first if they have never attended a BIG group before. We have found that the relaxed and informal environment makes coming to this group easier to integrate into group work, than some of our more formally structured groups. Furthermore, the format allows our facilitators to spend time with individuals on a one to one basis, which enables them to support, signpost, and refer to other agencies, whilst introducing people to what BIG does and what we are about.

Comment from a service user: "Before coming to BIG I felt isolated and couldn't talk to people about mental illness as I was afraid of stigma and rejection. I can talk openly to people at BIG and outside in general. If I am feeling low I know I will feel better if I attend BIG".

Social Group

For the year ended 31st March 2019, the group was used by 74 individuals who made a combined total attendance of 555. The average attendance at this group was 11 people, across the 49 groups we held that year.

The Social Group provides people with a relaxed and welcoming environment where they can come to socialise and chat with other people who understand their difficulties; supporting people with mental health conditions who are struggling with social isolation and loneliness.

We provide activities at this group: people can sit and socialise; take part in our creative arts and crafts group or take part in our weekly activity. The weekly arts and craft group is facilitated by two professional artists. There have been various creative projects, all of which are provided for free, meaning there are no barriers to inclusion. Over the last year activities have included: weaving; pottery; glass painting; card making; quizzes; board games; bingo; meditation; music; karaoke; computers for beginners and creative writing. The Social Group gives people the chance to try something new or share a skill they have with the group, whilst they build friendships with other people in the group.

Comment from a service user: "You feel as though everybody is friendly. It has helped me by being friendly and accepting that everyone has problems. If you say you don't like something about yourself, someone says to be open minded. No one is judging and everyone's always accepting. Nobody expects anything from you. You come here and feel no one will say anything about you, can be who you want to be. It's helped me be more open to everything, I don't always understand standards and sometimes people will build up walls but here they don't, no one singles you out".

Impact

BIG has always had a strong record of the positive outcomes for supporting people experiencing mental distress. We use a range of methods to identify the impact we have on people's mental health, including: case studies; testimonials; evaluation forms; anonymous feedback forms and group consultations.

Outcome Gathering Methodology

Our approach to gathering outcomes has been shaped by our ethos, the people who use our service designed what outcomes our organisation should collect based on what they felt was most important to them. Because of this we look at:

- Their experiences within our organisation;
- Feelings they would like to gain control of;
- Behaviours they would like to stop;
- Positive changes they wanted to make in their lives;
- Services they would like to no longer need.

The way we gather outcomes has also been influenced by the people using the service. We heard consistent reports from people about having to complete form after form every time they accessed a mental health service for support. Bearing this in mind the Trustees decided to gather outcomes quarterly from the people accessing our service to ensure our focus remains where people wanted it to be; on delivering a high quality service.

Outcomes

BIG has a reputation in the area as a charity led by people with lived experience providing people with a quality service. In 2014, BIG was awarded the Queen's Award for Voluntary Services. We specialise in delivering peer support, with demonstrable impact, supporting people towards recovery and improved quality of life. As one consultant psychiatrist from Bury said:

"BIG is the greatest mental health resource in Bury. It has helped many patients stay out of hospital and been the most important resource that has helped them. Peer support is very effective and I'm a witness to this." Consultant Psychiatrist Dr Nihal Fernando.

Throughout the financial year of 2018 - 2019, we gathered outcomes from 107 individuals accessing our service. Of the 107 individuals who provided feedback on our self-reporting evaluation tool, all reported at least one positive outcome.

Experiences within our organisation:

- All 107 people said they would recommend our service to a friend or family member if they were struggling with their mental health.
- When asked how they would rate the support they received from BIG, 82 people described it as very helpful and 22 described it as 'helpful'.
- There were 81 people who said the service was meeting their needs very well.
- When asked how they felt when they accessed our service, 100 people reported being listened to, 94 felt respected as a person, and another 94 people felt empathy and compassion.

Feelings people have gained control of:

Because of coming to BIG, out of the 107 people we gathered feedback from:

- 94 people reported they no longer feel alone;
- 76 people no longer feel hopeless or feel despair about their future;
- 70 people no longer feel shame about their mental health condition.

Behaviours people have stopped:

Because of the support provided to them at BIG, out of the 107 people we gathered feedback from:

- 56 people didn't act on suicidal feelings;
- 50 didn't relapse into crisis;
- 33 didn't stop taking their medication;
- 32 people stopped using self-harm as a way to manage their distress;
- 26 people no longer need to abuse alcohol or drugs to manage their mental distress;
- 23 were able to stay in work.

Positive changes they wanted to make in their lives:

Because of coming to BIG, out of the 107 people we gathered feedback from:

- 87 people had increased their understanding of their mental distress;
- 81 people reported feeling part of a community;
- 80 people had increased their knowledge;
- 76 people get out more into their community;
- 71 people have made friends;
- 69 people have improved their overall wellbeing;
- 69 people feel more able to speak about their distress with family and friends;
- 66 have improved coping skills;
- 65 people feel more resilient;
- 63 people had increased confidence;
- 61 people feel more positive about the future;
- 58 people have improved self-esteem;
- 56 people have started something new in the community;
- 54 have greatly increased their quality of life.

Services they would like to no longer need:

Because of the support provided at BIG out of the 107 people we gathered feedback from:

- 70 people didn't need to access their GP;
- 59 people didn't need to access A&E in crisis;
- 46 people didn't need to access Healthy Minds;
- 44 people didn't need to access their psychiatrist;
- 44 people didn't need to access their social worker or CPN;
- 39 people didn't need to access the Home Treatment Team.

Comments from service users:

"Big has had a hugely positive effect on my life and I have achieved things I never thought I could. I have made a lot of new friends and if it were not for BIG, I doubt I would have made it half as far as I have in my recovery from my mental health illness".

"I'm alive. It has helped dramatically, coming to terms and understanding my illness and having people understand what I am going through, it has given me a more positive outlook on life, support and enthusiasm. BIG is important to my mental health knowing when I am in crisis I am not alone and there are people who love and care for me within BIG".

"BIG is a safe place to be myself, chat with others and not feel judged, a place where I can ask for help and advice and feel that it's ok to be me, a safe place to learn from others in a relaxed, friendly environment. BIG is the difference between just dragging yourself through the day and actually being able to cope and manage the challenges of the day more effectively – the support groups are essential".

"Put simply, BIG has kept me well, it has kept me home, and for the first time in almost a decade I have stayed out of hospital this time. BIG has given me a real focus, a role in society where I know I can make a real difference to others. There are a lot of people out there who need peer support and help on their road to recovery. Through BIG, I've been given the opportunity to turn a negative into a positive. I want to be there and make a difference to people's lives, and to help other people to be survivors just like me. If I can help just one person, then it will be worth it. I can't thank BIG enough for how they have helped me to turn my life around".

Contribution made by volunteers

Until January 2018, when the organisation hired a Chief Officer to take responsibility of the operational management of the charity, BIG has been run entirely by volunteers. Given this history, volunteers continue to play a crucial role within the organisation and they are integral to the effective delivery of our services and our success. The organisation is proud of the fact that the majority of the people who volunteer their time to our charity are people with lived experience of mental distress; many of them being people who had previously attended BIG for support. Over the financial year our organisation supported and benefitted from the knowledge and skills of 37 individuals, most of whom are people with lived experience of mental distress.

Group Facilitator: Our group facilitators are the people who deliver our core peer support service in the community and on the psychiatric ward. Group facilitators ensure the group environment remains safe and non-judgemental so that attendees who are struggling with their mental health receive support and sanctuary. Group facilitators support people who come to BIG to connect with their peers in transformational relationships, to rediscover hope and new possibilities. Facilitators also encourage people to see their strengths, nurture their talents and develop their skills and empower people to reclaim a meaningful role within their community.

Outreach Work: Volunteers have represented BIG in many ways including: giving talks; delivering presentations; fundraising; organising and holding events.

Office Administration: Roles undertaken vary depending on the skill set of the volunteer and the needs of the organisation. These have included: creating welcome packs for new people; proofreading policies; advertising and promoting BIG across social media; supporting data entry; creating bespoke relational tables to manage our data; typing; filing and other general office administration.

Volunteer Coordinator: the Volunteer Coordinator supports the organisation by coordinating all of our volunteers and our activities, undertaking the volunteer recruitment process and induction (to cover key policies, have an informal chat about the role and discuss practicalities and questions. Each volunteer is also provided with a Volunteer Handbook at induction). Each volunteer is given a named person linked to their role to shadow until they are comfortable within the role. A key function of the Volunteer Coordinator has been to ensure volunteers are supported in their roles, providing them with guidance and a listening ear when required. The Volunteer Coordinator has also regularly attended Bury Volunteering Forum.

Volunteer Support:

Volunteer Meetings: The Chief Officer and Volunteer Coordinator facilitate a monthly volunteer meeting, open to everyone within the organisation, to thank volunteers and provide a forum for conversation to discuss: issues which volunteers want to raise; organisational plans; positives (success stories, outcomes, service user comments); and to provide a social platform for volunteers (who may not interact with each other), giving them a chance to chat.

Reflective Practice: A monthly meeting, facilitated by an external experienced professional, for group facilitators. Volunteers reflect on personal experiences; their thoughts and feelings in relation to their roles in order to support them and enhance their development.

Financial Review

The Statement of Financial Activities shows a total income for the year of £21,477. Income came from: NISA grant (£10,000); Donations voluntarily given by people when attending our support groups to contribute towards room hire and refreshments amounted to £2,253. (Last year the total donations from attendees at groups were higher, £3,025). Other donations this financial year amounted to £5,898. Fundraising brought in £1,092 and Just Giving was £2,234. The Trustees and Chief Officer are very grateful to all concerned for the funding received during the financial year.

On 31/03/19 the funds stand in total at £28,706, (unrestricted: £21, 741; restricted: £7,045).

The Trustees acknowledge that the organisation has not had a secure funding source in the financial year ended 31st March 2019; we used the charity's free reserves as planned and outlined in the Annual Report and Financial Statements for the year ended 31st March 2018. The Trustees also acknowledge the risks our charity faces in terms of the competition to attain funds. However, we are confident that a grant will be obtained to secure the charity's main operational expenditure and we will build reserves, ensuring the sustainability of the organisation.

Plans for the future

Within our Business Plan we have identified five key objectives for the future:

- Ensure the sustainability of the current service, whilst we strengthen governance, and remain a financially viable charity.
- Attract retain and develop personnel and volunteers to deliver our services.
- Increase the accessibility of the current service.
- Acquire a building that will enable the expansion of our current offer to meet unmet need in the community.
- Increase the involvement of mental health service users within the health and social care landscape, and work towards co-producing new services internally.
-

Structure, Governance and Management

The Charity is governed by the Trustees who meet the first Wednesday of every month as a Board. The organisation employed the first paid employee (Chief Officer) on 1st January 2018 who, under the guidance of the Trustees, is responsible for the operational management, overall service delivery and service development. The Board continues to work effectively as a team and the Trustees have built on their skills through attending courses. As a small organisation, the Trustees have continued to remain involved in the day to day activities. However, the employment of the Chief Officer has reduced the requirements of Trustees in operational management.

Throughout the year, the Trustees have introduced the following new policies: Problem Solving Policy; Volunteer Grievance Policy; Health and Safety Policy; Recruitment and Selection Policy; Complaints, Concerns and Negative Feedback Policy; Safe Recruitment Policy and Disciplinary Policy.

Method of appointment or election of Trustees

The Trustees are elected and co-opted under the terms set out in our Constitution. The Board of Trustees may at any time elect additional Trustees by calling a General Meeting of the Charity.

Recruitment, induction and training of Trustees

Before recruiting a new Trustee, the existing Trustees conduct a skills audit to identify any gaps in the current skills of the Board. This assessment shows which skills are required so that the Board performs effectively. The Trustees then advertise for possible candidates. Prospective candidates are provided with a role description and the Charity Commission Guidance, 'The Essential Trustee', to ensure they have a clear account of what the role of the Trustee involves, including their duties and responsibilities. Prospective Trustees are then interviewed and appointed by the Board if deemed suitable.

**BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)**

**REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF
BURY INVOLVEMENT GROUP IN MENTAL HEALTH**

FOR THE YEAR ENDED 31 MARCH 2019

I report on the accounts for the year ended 31 March 2019 as set out on pages 4 to 6.

Respective Responsibilities of Trustees and Examiner

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

The charity's trustees consider an audit is not required for this year under section 144 of the 2011 Act, and that an independent examination is needed.

It is my responsibility as independent examiner to:

- ~ examine the accounts under section 145 of the 2011 Act
- ~ follow the applicable Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, and
- ~ to state whether particular matters have come to my attention

Basis of Independent Examiners Report

My examination was carried out in accordance with the Directions given by the Charity commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from the trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

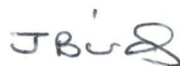
Independent Examiners Statement

I have completed my examination for the year ended 31 March 2019.

I can confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- ~ accounting records were not kept in accordance with section 130 of the 2011 Act or
- ~ the accounts do not accord with the accounting records to comply with the accounting requirements of the 2011 Act

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.



19th November 2019

.....
Miss Jacqueline Bird F.M.A.A.T.
Community Accounting Lancashire C.I.C.
Foxfields
9 Norley Close
Chadderton
Oldham
OL1 2RA

**BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)**

RECEIPTS AND PAYMENTS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2019

	<i>Notes</i>	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
RECEIPTS					
Grants and Contracts	2	-	10,000	10,000	15,955
Donations	3	5,898	-	5,898	3,535
Income from Activities (Group Donations)	3	2,253	-	2,253	3,025
Fundraising Events	3	1,092	-	1,092	4,597
Just Giving	3	2,234	-	2,234	4,177
Miscellaneous	3	-	-	-	321
TOTAL RECEIPTS		11,477	10,000	21,477	31,610
PAYMENTS					
Rent and Room Hire		2,140	2,000	4,140	3,930
Equipment		99	-	99	150
Activities (Group Donations)		58	-	58	63
Fundraising Events		564	360	924	862
Fundraising Costs		162	-	162	287
Resources		44	1,004	1,048	263
Refreshments and Consumables		975	254	1,229	1,286
Volunteer Expenses		1,332	-	1,332	1,659
Gifts		8	-	8	482
Telephone and Internet		742	-	742	769
IT Domain and Licences		-	-	-	70
Insurance		1,014	-	1,014	919
DBS Checks		167	-	167	328
Repairs and Maintenance		24	-	24	49
Printing, Postage and Stationery		301	-	301	1,974
Accounts		420	-	420	420
Salaries		23,058	-	23,058	4,596
Training		2,085	2,425	4,510	313
Bank and Card Charges		391	-	391	165
Sundries		29	-	29	338
TOTAL PAYMENTS		33,613	6,043	39,656	18,923
Net of receipts/(payments)		(22,136)	3,957	(18,179)	12,687
Cash funds as at 31 March 2018		43,877	3,088	46,965	34,278
Cash funds as at 31 March 2019	4	<u>21,741</u>	<u>7,045</u>	<u>28,786</u>	<u>46,965</u>

**BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)**

STATEMENT OF ASSETS AND LIABILITIES

FOR THE YEAR ENDED 31 MARCH 2019

	Unrestricted Funds As at 31/03/19 £	Restricted Funds As at 31/03/19 £	Total Funds As at 31/03/19 £	Total Funds As at 31/03/18 £
CASH FUNDS				
Bank	21,745	7,045	28,790	46,946
Petty Cash	102	-	102	32
Cash on Mastercard	(106)	-	(106)	(13)
	<u>21,741</u>	<u>7,045</u>	<u>28,786</u>	<u>46,965</u>

LIABILITIES – fee for Independent Examination

£
435

The financial statements were approved by the Board of Trustees on 6th November 2019 and signed on their behalf:

Signed F. B. Halligan

Name Frances Halligan

Trustee

**BURY INVOLVEMENT GROUP IN MENTAL HEALTH
(BIG in Mental Health)**

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2019

1. Receipts and payments accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2. Grants and Contracts

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £	Total Funds 2018 £
NISA	-	10,000	10,000	-
Pennine Care NHS	-	-	-	10,000
Charities Trust (YBS)	-	-	-	2,000
Bury MBC (BIG in Art)	-	-	-	955
Bury Council Commissioning Fund	-	-	-	2,500
Greater Manchester Police Grant	-	-	-	500
	<u>-</u>	<u>10,000</u>	<u>10,000</u>	<u>15,955</u>

3. Other Income

	2019 £	2018 £
Group Donations	2,253	3,025
Donations	5,898	3,535
Fundraising	1,092	4,597
Just Giving	2,234	4,177
Miscellaneous	-	321
TOTAL DONATIONS	<u>11,477</u>	<u>15,655</u>

4. Restricted Fund Analysis

Fund Name	Balance as at 1 April 2018 £	Receipts £	Payments £	Transfers £	Balance as at 31 March 2019 £
Unrestricted Funds	43,877	11,477	(33,613)	-	21,741
	43,877	11,477	(33,613)	-	21,741
Restricted Funds:					
NISA	-	10,000	(2,955)	-	7,045
Charities Trust (YBS)	2,000	-	(2,000)	-	-
Bury MBC (BIG in Art)	861	-	(861)	-	-
Greater Manchester Police Grant	227	-	(227)	-	-
	3,088	10,000	(6,043)	-	7,045
TOTAL FUNDS	<u>46,965</u>	<u>21,477</u>	<u>(39,656)</u>	<u>-</u>	<u>28,786</u>