



Sussex Partnership NHS Foundation Trust's Charity



# Trustees' Report & Financial Statements

For the year ended 31 March 2021

Charity Registration Number: 1051736

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# Our Vision

**A world where people with mental health problems, learning disabilities and neurodivergent conditions can access the support we all need to live the lives we choose. A world that works for both people and the planet.**



# Introduction from the Chair

**Having taken over as Chair of Heads On in such extraordinary times, it is a privilege to reflect on our achievements over the past 12 months. Whilst the pandemic has tested all of us, in ways we never thought possible, it has also been a time of creativity, innovation and partnership.**

**"NHS staff across Sussex Partnership's services have worked tirelessly to ensure that people receive the care they need, even in the most challenging of circumstances."**



The past year tells a story of significant challenge and change, yet also one of huge achievement as we demonstrated what is possible when NHS healthcare, the voluntary sector and our local communities come together with a shared purpose.

People with mental health problems, learning disabilities and neurodivergent conditions have faced significant risks throughout the pandemic, both to their mental health and of severe or fatal Covid-19 itself.

Heads On has worked tirelessly to champion the needs of people with mental health problems and ensure that our support is directed to those who need it most. Our early Covid-19 response, providing much needed kit and equipment, ensured that mental health services in Sussex were better prepared to cope with repeated lockdowns. Our mental health isolation packs made a huge difference to local communities and were delivered to patients, carers, domestic abuse refuges and young people at risk of offending. Hardship bursaries supported those facing financial challenge and the speed at which they were utilised came as a stark reminder of how frequently people with mental health problems work in jobs with little security or stability.

NHS staff across Sussex Partnership's services have worked tirelessly to ensure that people receive the care they need, even in the most challenging of circumstances. Heads On played an important part in supporting staff to simply keep going, through care packs and catering, which has been hugely appreciated.

## Introduction from the Chair

We have worked hard to deliver a response to the pandemic that reaches those most impacted by Covid-19. Our programme of research and staff training to address race equality in NHS mental health services is timely and much needed, as we strive to build services that are both accessible and culturally appropriate.

We are honoured to be the lead charity in Sussex for NHS Charities Together's Community Partnership Grants. Through this valuable work we have prioritised health inequalities, people with learning disabilities, suicide prevention and supported discharge from hospital. We ringfenced 20% of the grants for projects delivered in ethnic minority communities. Working on behalf of the 7 NHS charities in Sussex, we believe we have developed a grant making programme that will have impact across the regional healthcare system and built strong partnerships that will stand us in good stead in future as we develop our role as a champion for partnership working between the NHS and the voluntary sector.

Our sincere thanks to everyone who has supported us during the pandemic. Our work would simply not have been possible without you. The generosity of our staff, patients, carers and local communities has been truly heart-warming and we could not be more grateful. To NHS Charities Together, who led the national Covid-19 fundraising appeal on behalf of all NHS charities, thank you. It is impossible to describe the enormous difference the appeal and the support of the British people have made to NHS services during the last year.

As we look to the future and beyond Covid-19, the ambitions of our new strategy for 2021-25 will see us focus on addressing health inequalities within Sussex Partnership and beyond. Covid-19 has shone a stark light on inequalities and we recognise that, for many, the things that cause the most disadvantage are not always within the healthcare system itself. We will use our leadership, development and fundraising skills to support transformational change that supports Sussex Partnership to deliver on its strategic ambition of "Future Focused" and delivers the best possible outcomes for patients, carers and our communities.

Thank you for your ongoing support in this important work.



**Amanda Jones**

Non-Executive Director of Sussex Partnership  
NHS Foundation Trust and Charitable Funds  
Committee Chair



**"Our sincere thanks to everyone who has supported us during the pandemic. Our work would simply not have been possible without you."**

## Message from the Chief Executive of Sussex Partnership NHS Foundation Trust

**The last year has been a year like no other, with the NHS facing the biggest public health crisis since its creation over 70 years ago. We have seen and continue to see unprecedented pressure on mental health services as the impact of the pandemic on the nation's mental health continues to take its toll and expect to feel the legacy of Covid-19 for some time to come.**



At the same time, the role and prominence of NHS charities has changed hugely during the pandemic, achieving in a matter of months on a national scale something which NHS charities had individually been working towards for years: positioning NHS charities as a valued and key partner in healthcare. Heads On has absolutely risen to this challenge and has been essential to our response to Covid-19, working both locally and nationally to ensure that people with mental health problems, learning disabilities and neurodivergent conditions receive the very best care and support at a time when it has never been more needed.

The NHS is the largest employer in Europe, it is an institution of people. People with their own families, loved ones and lives working their absolute hardest to care for others in the most challenging of circumstances. Heads On's support of our staff during the pandemic has been incredible, working to ensure our 6,500 staff receive the care they need so that they can continue to care for you. Our huge thanks to NHS Charities Together for their recognition of the tireless dedication of staff across the NHS and their financial support.

Looking to the future, and a world that must learn to live with Covid-19, we must pause and ensure that we take with us the legacy of transformational change that the pandemic brought to the NHS. As we deliver on the recommendations of the NHS Long Term Plan, seeing growing partnerships with the voluntary sector and the breaking down of boundaries between health for the brain and health for the body, Heads On has a unique role to play in bridging the gap between healthcare and our local communities.

As we work both as an NHS mental health trust and NHS charity to address the health inequalities that people with mental health problems, learning disabilities and neurodivergent conditions have been facing for generations, we can have the greatest impact if we do this hand in hand. Heads On is ideally placed to act as an agent for transformational change, with a strong track record in partnership working and community development that will be real assets to the delivery of Sussex Partnership's services into the future.

Looking back at the achievements of Heads On over the last year, I would like to say a huge thank you to everyone who has supported us during such challenging times and made our work possible. We owe each and every one of you a huge debt of gratitude. Your support has meant so much, to everyone who has used our services or worked within them.

Moving into the future, thank you to everyone who joins us on this journey, as we work to build the very best mental health services for our local community. Services that will tackle health inequalities with thought, compassion and creativity and change the trajectory of disadvantage for people with mental health problems for good.

A handwritten signature in blue ink, appearing to read 'Sam Allen'.

**Sam Allen**

Charitable Funds Committee Member and Chief Executive, Sussex Partnership NHS Foundation Trust

# Charity Objectives & Activities





**Heads On is governed by a Declaration of Trust and exists to support any charitable purpose or purposes relating to the National Health Service and particularly the Mental Health Sector that would not normally be covered by main NHS funds. We are the official charity of Sussex Partnership NHS Foundation Trust and a member of NHS Charities Together.**



Heads On develops, fundraises for and supports projects that empower people with mental health problems, learning disabilities and neurodivergent conditions in their journeys, building a more equal world for everyone. To ensure Heads On can react swiftly to emerging needs, the Charity pays particular attention to ensuring continuing unrestricted donations.

We work tirelessly to enhance NHS services through charitable giving, in accordance with our charitable objects, paying due regard to guidance from the Charity Commission. We pride ourselves on fundraising consciously, by making sure donations truly add value to service users' experience and all expenditure is carefully considered.

Trustees award grants to projects delivered by Sussex Partnership NHS Foundation Trust and external partners that support people with mental health problems in their recovery or address healthcare needs within the wider population. This can also include supporting projects for staff that will improve patients' experience. Grants are only awarded through published funding programmes and unsolicited applications are not accepted.

The monies required to support our work are secured through fundraising from our local communities, charitable trusts and foundations, individual donors, corporate sponsors and from grant making bodies.

Our parent NHS Trust, Sussex Partnership, provides mental health services that offer care and treatment for people with conditions such as psychosis, depression, anxiety, dementia, personality disorder and learning disabilities and other complex health needs. The Trust's staff serve a local population of over 1.5 million people, through delivery of services including inpatient wards, outpatient and community services. It provides inpatient care for over 2,750 people each year and treats more than 44,500 patients across Sussex and Hampshire, delivering mental health services for adults, children and young people.



Review of the Year

# Achievements & Performance



## Heads On delivers projects that go above and beyond what the NHS is able to support, complementing people's care and treatment to support recovery.

At the onset of the pandemic we paused our planned programme of work and commenced a Covid-19 response and suicide prevention programme that lasted until September 2021.

What we were able to deliver is a testament to the dedication of NHS staff, our partners across the voluntary sector, arts, sports and academia, the whole-hearted support of our local communities and our overriding passion to ensure that people with mental health problems received the support and care they deserve.



## Review of the Year

**"On behalf of every patient on Ash Ward at the Hellingly Centre Thank You so much. The benefits of music and film on men and women with mental health issues is marked and it is doubtless that your donations were not only gifts of entertainment but much needed respite from symptoms. Distraction from issues and mood stabilising music has lifted the spirits of so many."**



## Hospital Support through lockdowns

Funded by Leagues of Friends across Sussex and NHS Charities Together

People in mental health inpatient services during the pandemic faced some of the greatest challenges, with infection control requirements meaning that nearly everything changed about how services were delivered. Staff who previously supported recovery through connection had to develop new ways of working and be innovative in adapting activities.

Heads On provided kit and equipment across all Sussex Partnership inpatient wards, enabling patients to keep in touch with loved ones through technology and ensuring a variety of activities could be offered to provide much needed distraction from the pandemic.

## Staff Care

Supported by Waitrose, Tesco, Co-op, Morrisons and Yale University Press

Throughout the pandemic NHS staff have gone the extra mile, doing everything they possibly could to support patients and carers. It was a privilege for Heads On to be there for them. We delivered care packs full of edible treats and gifts to every clinical service; arranged pop up catering offers at hospitals; provided catering vouchers and held free raffles to ensure staff were supported throughout.



## Hardship Bursaries

Funded by Heads On

In response to the financial hardship faced by so many staff, patients and carers due to the pandemic, Heads On launched a bursary scheme offering small grants of up to £250. Funding items such as essential repairs, replacement white goods, digital technology and cooking equipment we provided a lifeline at a time when it was unclear what government support would be available.

**"This (laptop) has helped to reduce my isolation during the lockdowns. Having this level of progress in my life has been priceless during this difficult time, and despite difficulties I have been able to build up a feeling of confidence that I'm using to move forward on my recovery journey."**

Bursary recipient



# Make for Tomorrow

## A Creative Response to Covid-19 In partnership with Arts Over Borders, Coggap and Hospital Rooms

Funded by the National Lottery through Arts Council England  
and NHS Charities Together

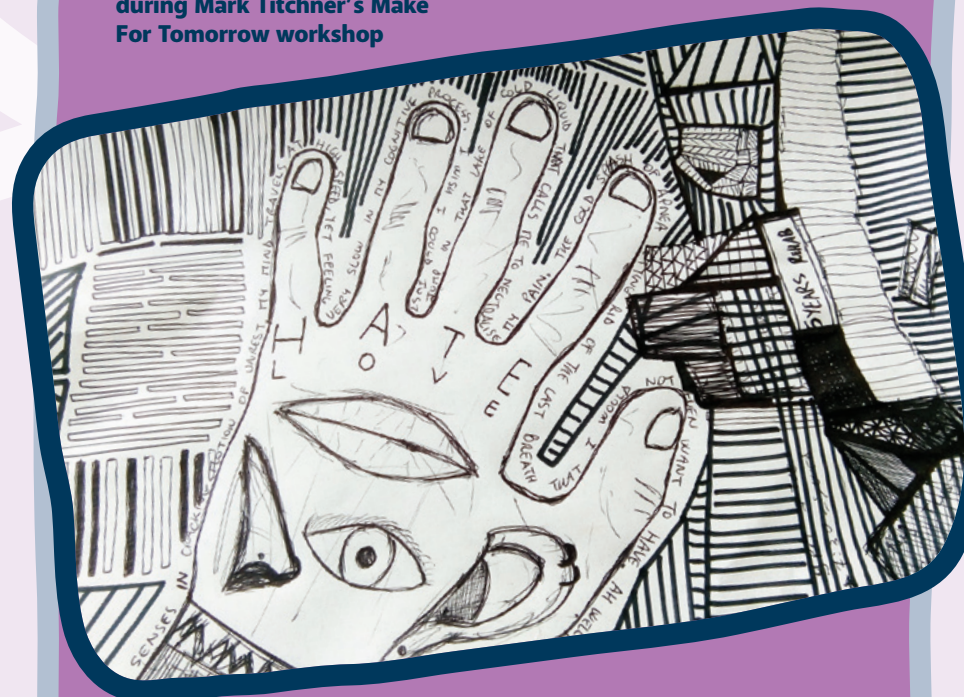
**Make for Tomorrow brought together arts and NHS mental health communities in a unique, interactive, digital, multi-arts programme, hosting 28 events, 32 artists, over 1,000 live participants and over 3,850 post event views in a celebration of connection and hope for the future. It used creativity to connect people after months of isolation and build community, giving a sense of purpose and positivity.**

It was the only programme of its kind delivered by an NHS mental health charity during Covid-19 and was part of Make Your Mark, our arts and health programme. The programme included participatory visual arts projects with artists including Mark Titchner and Sophie Clements and performers including Naomie Harris, Fiona Shaw, Marian Keyes, Matt Haig, Minnie Driver, Horatio Clare, Ben Qasim Monks, Siobhan McSweeney, Imogen Stubbs, Rupert Friend and Simon Callow.

All events form a permanent archive at [www.makeyourmarknhs.org](http://www.makeyourmarknhs.org)

**"Make For Tomorrow has been a lifeline and reminder that art can save us – thank you"**

Service user artwork made  
during Mark Titchner's Make  
For Tomorrow workshop



**"...It's been really nice feeling like you're sharing with other people. I live on my own so this has felt really good..."**





## Suicide Prevention for Young Men – a partnership between Heads On, Albion in the Community, the Movember Foundation, the East Sussex College Network and Public Health East Sussex

**Suicide is the leading cause of death amongst men under 50 in the UK, with those at highest risk being men aged between 40 and 44 years old. It is also a leading cause of death in young men.**

2020 saw the launch of Heads On's first suicide prevention programme targeted at young men, using the power of football to work with young men aged 16-19 in colleges across East Sussex to build mental health awareness, resilience and confidence in talking openly about their own and their friends' mental health.

Despite the challenges of delivering this pilot project during the pandemic, it has been hugely successful and a programme for which we are working to secure repeat funding in order to extend.



**"...thanks for the great training session... it's really given me drive to use this in my area/department and I'm looking to hopefully push this further as I feel it's a very important factor in our day to day lives as teachers."**

College teacher trained during the project

# 83%

**of students strongly agreed or agreed that they have a better understanding of the importance of being mentally fit and healthy.**

# 93%

**of students strongly agreed or agreed that they have a better understanding of where to seek information and support for mental health.**

# Plans for the Future



## **Heads On's strategy for 2021–25 will see us focus on:**

- **Health Inequalities and how to address them.**
- **Championing the needs, rights and voices of people who use mental health, learning disability and neurodiverse services, challenging stigma and discrimination.**
- **New opportunities that support recovery through non-clinical routes, for example the arts, sports and education.**

**Work starting in 2021 includes a particular focus on ethnic inequalities in health.**

# Race Equality

Funded by NHS Charities Together

**The pandemic has brought ethnic inequalities in health to the attention of the public. These inequalities are long standing and deeply rooted. Public Health England's report on disparities in the risk and outcomes of Covid-19 shows higher age-standardised mortality rates for people from black, Asian and minority ethnic groups compared to those of white British ethnicity. The risk of testing positive for Covid-19 is also higher for NHS staff from black and Asian backgrounds. This evidence raises fundamental questions, including what is driving these differences.**

Heads On's commitment throughout the pandemic has been to ensure its support reaches those who need it most. We have developed a programme of work to tackle ethnic inequality in healthcare that reaches beyond mental health services and into the wider healthcare system in Sussex. We are hugely grateful for the support of NHS Charities Together in enabling us to bring this work to fruition at such speed.



## Sussex Partnership Staff Training

Our Diversity in Action programme for Sussex Partnership staff will see cultural competency training, allyship and reciprocal mentoring delivered across the organisation, building a safe, accessible and culturally appropriate workplace.

## Co-produced research into how people from ethnic minorities experience Sussex Partnership services compared to their white British counterparts

Fundamental to tackling race equality in mental healthcare is first building a clearer picture of the differences in health outcomes for people and identifying areas to focus future research and interventions. Our co-produced research includes 'Public and Patient' involvement workshops to hear directly from ethnic minority service users, families and carers about the issues that matter to them, alongside data analysis of health outcomes.

## Training across the healthcare system

As part of our Community Partnership Grants in Sussex we are delivering a programme of training on the role that structural racism plays in healthcare, in partnership with Brighton & Sussex Medical School. The training is for NHS staff, NHS charity staff, people working in the voluntary sector, Community Partnership Grant recipients and primary care staff and will build understanding and awareness of the impact that racism has on staff, patients and patient outcomes.

We are delivering this programme with the support of the Sussex Health & Care Partnership's Turning the Tide Oversight Board.



# Financial Review





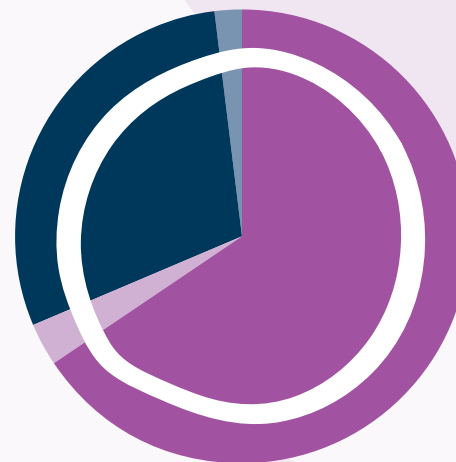
## Total operating income for the financial year was £496k (2019/20: £336k).

Donated income includes a grant from Sussex Partnership NHS Foundation Trust of £154k to fund the operational costs of the charity.

## Expenditure for the year was £390k (2019/20: £269k).

As an active NHS charity, predominantly funding projects within our parent NHS Trust, our annual expenditure sometimes exceeds our income as we spend funds that we have held over time or restricted donations that are fundraised for specific, time-limited projects. When these funds are spent they are not routinely replenished, particularly if they are restricted for specific projects or services.

The statement of financial activities shows net incoming resources for the year of £196k which includes net gains on investments of £90k.



### INCOME

67%	Donations/Grants
31%	Donation from NHS Trusts
1.6%	Dividends
0.4%	Bank Interest



### EXPENDITURE

29%	Raising Funds
60%	Charitable Activities
11%	Support Costs

# Investments: including Investment Strategy and Performance

**The balance sheet consists predominantly of investments, held in cash and within stocks and shares.**

The committee continues to adopt a low risk investment strategy when dealing with short term investment of donated monies, with current asset investments totalling **£265k** (2019/20: £264k). Heads on has continued its investment strategy during the year to include some long term equity investments to help improve the returns against its endowment funds which totalled **£433k** (2019/20: £335k) at the year end. The equity investments increased in value during 20/21 due to good returns from investments.

The endowment funds of **£433k** are predominantly invested in equity investments as detailed above, with **£28k** (2019/20: £21k) remaining within cash at bank.



# Restricted Funds

**Restricted funds of the Charity total £427k (2019/20: £317k) and comprise:**

- **Service Improvement**  
Health Foundation
- **Care home support**  
Lindridge
- **Support for People with a Learning Disability**  
Springboard Learning Disability Project (Springwell)
- **Support for Children & Young People**  
Chalkhill Rockinghorse Fund  
Chalkhill
- **Suicide Prevention**  
Public Health East Sussex
- **Staff Support**  
The Estate of Michael Joseph Czerwik
- **Make Your Mark – Arts & Health**  
Make for Tomorrow (Arts Council)
- **Covid-19 Response**  
Covid-19 Relief Fund  
NHS Charities Together Funded Projects  
Covid-19 BAME disparities programme  
Second wave Covid-19 funding
- **Other restricted funds**

### Reserves Policy

**The Charity seeks to apply all funds received in an efficient and timely manner.**

The Charity is mainly reliant on the generous goodwill of the local population and organisations through their donations and legacies. The holding of reserves allows for planned expenditure to progress as intended, uninhibited by the volatility of income levels from year to year.

The level of reserves held is determined by reference to future spending plans. This applies not only to general funds but also to the level of restricted funds, in the context of their terms of reference.

Funds are not allowed to accumulate except where plans may require sufficient funds to be initially collected, either by appeal or through the gradual build-up of donations before expenditure occurs. The Charity considers that it has met its reserves policy during the period, holding free reserves of **£58k** (2019/20: £70k) at the year end.

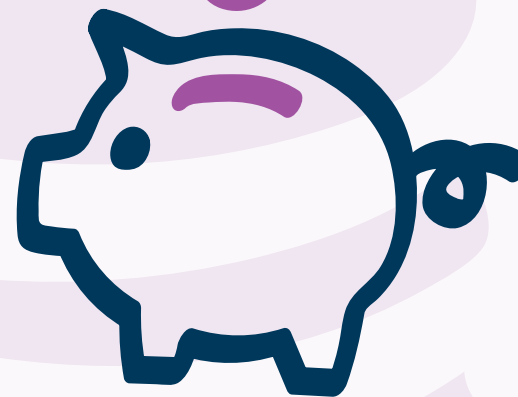
### Financial Control and Risk Management

**The Trust's Standing Orders and Financial Instructions apply in full to the operation of the Charitable Funds, which are subject to periodic review.**

The Corporate Trustee fulfils its legal duty by ensuring that funds are spent in accordance with the objectives of each fund. By designating funds in this way the Trustee is able to respect the wishes of the donors.

The Trustee has also paid due regard to the Charity Commission guidance on public benefit.

The Trustee has complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to guidance published by the Charity Commission.



# £172,596

## In Grants from NHS Charities Together



**£30,000**  
**ETHNIC**  
**INEQUALITIES**  
**RESEARCH**



**£25,000**  
**ETHNIC INEQUALITIES**  
**STAFF TRAINING &**  
**DEVELOPMENT**



**£13,000**  
**WINTER**  
**ISOLATION**  
**FUND**



**£13,000**  
**ISOLATION**  
**BOXES**



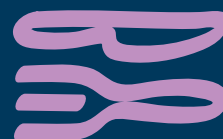
**£31,000**  
**INPATIENT**  
**SUPPORT**



**£30,000**  
**STAFF**  
**WELLBEING**  
**INITIATIVE**



**£10,000**  
**CONTRIBUTION**  
**TO MAKE FOR**  
**TOMORROW**



**£14,000**  
**RESEARCH PROJECT**  
**FOR ADULT EATING**  
**DISORDER SERVICE**  
**USERS**



**£5,000**  
**FLORENCE**  
**NIGHTINGALE**  
**FRONTLINE LEADERSHIPS**  
**SUPPORT TRAINING**

## **Annual Financial Statements** **for the year ended 31st March 2021 (Unaudited)**

The financial statements comply with the Charities Act 2011, the Memorandum and Articles of Association, and 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); and Trustees have taken into account Charity Commission guidance on public benefit.

## Statement of Trustees' Responsibilities

**The Trustee is responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).**

The law applicable to charities in England and Wales requires the Trustee to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these accounts, the Trustee is required to:

- **select suitable accounting policies and then apply them consistently;**
- **observe the methods and principles in the Charities SORP;**
- **make judgements and estimates that are reasonable and prudent;**
- **state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and**
- **prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.**

The Trustee is responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the accounts comply with the Charities Act 2011 and the provisions of the trust deed. The Trustee is also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### By Order of the Trustee

Director . . .  . . .

Date **14th January 2022**

Director . . .  . . .

Date **14th January 2022**



## Independent Examiner's report to the Trustee of Heads On

**I report to the Trustee on my examination of the accounts of Heads On for the year ended 31 March 2021.**

## Responsibilities and basis of report

**As the Corporate Trustee of Heads On 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 Charity's 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

**Since the Charity's gross income exceeded £250,000 your examiner must be a member of an appropriate body. I confirm that I am qualified to undertake the examination because I am a member of the ICAEW, which is one of the listed bodies.**

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 Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

**Mr Jonathan Aikens FCA, DChA**

Independent Examiner

For and on behalf of **T C Group**

The Courtyard, Shoreham Road, Upper Beeding  
Steyning, West Sussex BN44 3TN



Date: **19th January 2022**

# Statement of financial activities

(incorporating the income and expenditure account)

	Note	Unrestricted funds (£)	Restricted funds (£)	Endowment funds (£)	Total this year (£)	Total last year (£)
<b>Income and endowments from:</b>						
Donations and legacies	3	11,074	476,029	-	<b>487,103</b>	322,454
Investments	3	1,675	-	7,696	<b>9,371</b>	13,865
<b>Total</b>		<b>12,749</b>	<b>476,029</b>	<b>7,696</b>	<b>496,474</b>	<b>336,319</b>
<b>Expenditure on:</b>						
Raising funds	4	-	113,815	-	<b>113,815</b>	128,593
Charitable activities	4	24,843	251,681	-	<b>276,524</b>	140,628
<b>Total</b>		<b>24,843</b>	<b>365,496</b>	<b>-</b>	<b>390,339</b>	<b>269,221</b>
<b>Net income/ (expenditure)</b>		<b>(12,094)</b>	<b>110,533</b>	<b>7,696</b>	<b>106,135</b>	<b>67,098</b>
Transfers between funds		664	(665)	1	-	-
<b>Net movement in funds</b>		<b>(11,430)</b>	<b>109,868</b>	<b>7,697</b>	<b>106,135</b>	<b>67,098</b>
<b>Other recognised gains/(losses)</b>						
Net gains and (losses) on investment assets	7	-	-	90,392	<b>90,392</b>	(26,051)
<b>Net movement in funds</b>		<b>(11,430)</b>	<b>109,868</b>	<b>98,089</b>	<b>196,527</b>	<b>41,047</b>
<b>Reconciliation of funds:</b>						
<b>Total funds brought forward</b>		<b>70,271</b>	<b>317,338</b>	<b>334,961</b>	<b>722,570</b>	<b>681,523</b>
<b>Total funds carried forward</b>		<b>58,841</b>	<b>427,206</b>	<b>433,050</b>	<b>919,097</b>	<b>722,570</b>

All activities undertaken at the year-end were continuing operations.

# Balance Sheet

	Note	Unrestricted funds (£)	Restricted funds (£)	Endowment funds (£)	Total this year (£)	Total last year (£)
<b>Fixed assets</b>						
Investments	7	-	-	404,552	<b>404,552</b>	314,160
<b>Total fixed assets</b>		-	-	<b>404,552</b>	<b>404,552</b>	<b>314,160</b>
<b>Current assets</b>						
Debtors	8	-	759	-	<b>759</b>	51,718
Investments	7	-	265,405	-	<b>265,405</b>	264,125
Cash at bank and in hand		58,841	223,455	28,498	<b>310,794</b>	165,571
<b>Total current assets</b>		<b>58,841</b>	<b>489,619</b>	<b>28,498</b>	<b>576,958</b>	<b>481,414</b>
Creditors: amounts falling due within one year	9	-	62,413	-	<b>62,413</b>	73,004
<b>Net current assets</b>		58,841	427,206	28,498	<b>514,545</b>	408,410
<b>Total assets less current liabilities</b>		58,841	427,206	433,050	<b>919,097</b>	722,570
<b>Total net assets</b>		<b>58,841</b>	<b>427,206</b>	<b>433,050</b>	<b>919,097</b>	<b>722,570</b>
<b>Funds of the Charity</b>						
Unrestricted funds	10	58,841	-	-	<b>58,841</b>	70,271
Restricted income funds	10	-	427,206	-	<b>427,206</b>	317,338
Endowment funds	10	-	-	433,050	<b>433,050</b>	334,961
<b>Total charity funds</b>		<b>58,841</b>	<b>427,206</b>	<b>433,050</b>	<b>919,097</b>	<b>722,570</b>

Signed by two  
Directors on behalf of  
the Corporate Trustee.

Signature   
Print Name **Sam Allen**  
Date of approval **14th January 2022**

Signature   
Print Name **Sally Flint**  
Date of approval **14th January 2022**

# Notes to the accounts

## Note 1 • Basis of preparation

### 1.1 Basis of accounting

These accounts have been prepared on the basis of historic cost (except that investments are shown at fair value) in accordance with:

- **Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102); and**
- **Accounting Standards**
- **the Charities Act 2011.**

The functional currency of the Charity is pounds sterling and items are rounded to the nearest pound.

### 1.2 Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

### 1.3 Going Concern

The Trustee considers that there are sufficient secured donations post year end and that there are no material uncertainties about the Trust's ability to continue as a going concern.

### 1.4 Legal Information

Legal information regarding the Charity can be found within the Annual Report on page 41.

# Notes to the accounts

## Note 2 • Accounting policies

### INCOMING RESOURCES

**Recognition of income** – Income is included in the Statement of Financial Activities (SoFA) when:

- the Charity becomes entitled to the resources;
- it is probable the resources will be received; and
- the monetary value can be measured with sufficient reliability.

**Income with related expenditure** – Where incoming resources have related expenditure (as with fundraising or contract income) the full value of incoming resources and related expenditure are reported separately in the SoFA.

**Grants and donations** – Grants and donations are only included in the SoFA when the Charity has unconditional entitlement to the resources, amounts can be measured reliably and it is probable that funds will be received.

**Tax reclaims on donations and gifts** – Income from tax reclaims is included in the SoFA at the same time as the gift to which it relates.

**Contractual income and performance related grants** – This is only included in the SoFA once the related goods or services have been delivered.

**Donated services and facilities** – These are only included in income (with an equivalent amount in resources expended) where the benefit to the Charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the Charity of the service or facility received.

**Volunteer help** – The value of any voluntary help received is not included in the accounts but is described in the Trustee's annual report.

**Investment Income** – This is included in the accounts when receivable.

**Endowment Income** – Endowment income is unrestricted.

### EXPENDITURE AND LIABILITIES

**Liability recognition** – Liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to pay out resources.

**Support costs** – Include costs of the preparation and examination of statutory accounts, the cost of any legal advice to the Trustee on governance or constitutional matters. They also include the cost of central functions and have been allocated to activity cost

categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**Grants with performance conditions** – Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions** – These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the Charity.

### EXPENDITURE AND LIABILITIES

**Accumulated Funds** – Restricted and Permanently Endowed funds are subject to specific conditions by donors as to how they may be used. The purpose and use of the restricted funds are set out in the notes to the accounts. 47% (2019-20: 46%) of accumulated funds were held as Permanent Endowment Funds at the end of the year.

### ASSETS

**Fixed assets** – The charity holds no property, equipment or heritage assets.

**Investments** – Quoted stocks and shares are initially recognised at fair value which is normally the transaction price excluding transaction costs. Subsequently they are measured at fair value at the balance sheet date. The Statement of Financial Activities include net gains and losses arising on revaluation and disposals throughout the year.

**Debtors** – Trade and other debtors are recognised at the settlement amount due after any trade discounts offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**Cash at bank and in hand** – Cash at bank and in hand includes cash and short term highly liquid investments. The Trustee seeks to use short and medium term deposits where possible to maximise the return on monies held at the bank and to manage cash flow.

**Investments** – Investments are held at fair value and all mature within less than one year.

# Notes to the accounts

## Note 3 • Analysis of income

	This year (£)	Last year (£)
<b>Donations and legacies</b>		
Donations / grants	332,937	100,412
Donation from NHS Trusts	154,167	170,986
Legacies	-	51,056
<b>Total</b>	<b>487,103</b>	<b>322,454</b>
<b>Investments</b>		
Bank Interest	1,675	4,581
Dividends received	7,696	9,284
<b>Total</b>	<b>9,371</b>	<b>13,865</b>

## Note 4 • Analysis of expenditure

	This year (£)	Last year (£)
<b>Raising funds</b>		
Salary costs - Gross Pay	74,489	85,896
Salary costs - National Insurance	14,152	16,569
Salary costs - Pension	8,086	9,468
Branding, advertising and website development	-	-
Database costs	5,409	4,803
Other costs	11,679	11,857
<b>Total</b>	<b>113,815</b>	<b>128,593</b>
<b>Charitable activities</b>		
Patient Welfare & Amenities	236,172	98,235
Support costs (Note 5)	40,352	42,393
<b>Total</b>	<b>276,524</b>	<b>140,628</b>



## Notes to the accounts

### Note 5 • Support costs

	This year (£)	Last year (£)
Management & Administration – Salary Costs	27,859	31,346
Management & Administration – National Insurance	2,933	3,300
Management & Administration – Pension	2,933	3,300
Annual Accounts / Examiner Fees / Bank Charges	6,627	4,447
<b>Total</b>	<b>40,352</b>	<b>42,393</b>

Included under support costs above, are **£2,310** (2019/20 £2,280) of governance costs, which relate to examiner's fees.

At the end of 2020/21 there was approximately **£145,850** (2019/20 £71,823) of funding bids which had been approved, but not yet spent. These outstanding grant amounts mainly relate to five main funds, namely Health Foundation, Public Health East Sussex, Chalkhill Rockinghorse Fund, Covid-19 BAME disparities programme, and General Reserve Fund, which are detailed in note 10.2.

During the year the Charity provided grants totalling **£209,225** to one institution and **£15,000** to individuals (2019/20: £170,986 to one institution, to individuals nil).

Heads On is a fundraising and grant making Charity and has no staff employed by the charity. Sussex Partnership NHS Foundation Trust (SPFT) provide all administration and clerical services to the Charity, including fundraising, which the Trust fund through a grant to the Charity. All staff cost and pension contribution liabilities that may arise are solely the responsibility of SPFT.

The average number of staff during the year was equivalent to **4.0 full time staff** (4.0 in 2019/20).

There were no employees with annual remuneration over **£60,000** (nil in 2019/20).

### Note 6 • Details of certain items of expenditure

	This year	Last year
<b>6.1 Trustee expenses</b>		
Number of trustees who were paid expenses	None	None
Nature of the expenses	N/A	N/A
<b>Total amount paid</b>	<b>£ NIL</b>	<b>£ NIL</b>

#### 6.2 Fees for independent examination of the accounts

The independent examination fees for 2020/21 were **£1,925** (2019/20 £1,900).

# Notes to the accounts

## Note 7 • Investment assets

£

### 7.1 Short Term Investments

Carrying (fair) value at beginning of year	264,125
<b>Add:</b> additions/transfers into investments at cost	-
<b>Add:</b> interest received	1,280
<b>Carrying (fair) value at end of year</b>	<b>265,405</b>

### ANALYSIS OF INVESTMENTS

#### 7.2 Market value at year end

<b>Cash held as part of the investment portfolio</b>	<b>265,405</b>
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#### 7.3 Income from investments for the year

<b>Cash held as part of the investment portfolio</b>	<b>7,696</b>
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The investment relates to fixed rate deposits held with Lloyds, Virgin Money and Cambridge and Counties.

### 7.4 Long Term Investments

Carrying (fair) value at beginning of year	314,160
<b>Add:</b> additions/ transfers into investments at cost	-
<b>Less:</b> disposals at carrying value	-
<b>Add/(deduct):</b> net gain/(loss)	90,392
<b>Carrying (fair) value at end of year</b>	<b>404,552</b>

### ANALYSIS OF INVESTMENTS

#### 7.5 Market value at year end

<b>Investment portfolio - Equities</b>	<b>404,552</b>
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#### 7.6 Income from investments for the year

<b>Investment portfolio - Equities</b>	<b>7,696</b>
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The investment relates to an investment in the Newton SRI Fund for Charities.

## Notes to the accounts

### Note 8 • Debtors and prepayments

#### 8.1 Analysis of debtors

	This year (£)	Last year (£)
Amounts falling due within one year		
Grants due	-	51,056
Prepayments and accrued income	759	662
<b>Total</b>	<b>759</b>	<b>51,718</b>

### Note 9 • Creditors and accruals

#### 9.1 Analysis of creditors

	This year (£)	Last year (£)
Amounts falling due within one year		
Other creditors	62,413	73,004
<b>Total</b>	<b>62,413</b>	<b>73,004</b>

#### 9.2 Security over assets

No loan, overdraft or other creditor holds a charge or other security over any assets of the charity.

# Notes to the accounts

## Note 10 · Endowment and restricted income funds

### 10.1 Funds held

The following is a brief description of the material restricted and endowment funds held by the Charity:

- permanent endowment funds (PE);
- expendable endowment funds (EE); and
- restricted income funds, including special trusts, of the Charity (R).

Fund Name	Type PE, EE or R	Purpose and Restrictions
Kitty Harrison Memorial Fund	PE	To enhance the lives of patients with dementia
Lindridge	R	For the benefit of Lindridge
Springboard LD (Springwell)	R	Supporting people with complex learning disabilities to have a voice in their care planning
Chalkhill Rockinghorse Fund	R	Funded to support children and young people in Sussex with mental health problems
Health Foundation	R	To be used for 'Advancing Applied Analytics' project only
Covid-19 Relief Fund	R	To be used for the Covid-19 Relief Response
Covid-19 BAME disparities programme	R	Held to address ethnic inequalities in healthcare
Second wave Covid-19 funding	R	To be used for the 2nd Wave Covid-19 Relief Response
The Estate of Michael Joseph Czerwik	R	To be used to support nurse education and training in North West Sussex
Make for Tomorrow (Arts Council)	R	To be used for Make for Tomorrow
NHS Charities Together funded projects	R	Held for any charitable purpose that meets the criteria designated
Public Health East Sussex	R	To be used for Albion in the Community/Movember suicide prevention and mental health awareness - education project
Sussex Partnership NHS Foundation Trust	R	To be used for all administration and clerical services for the charity, including fundraising
Chalkhill	R	To be used for Children & Young People for activities, outings, items over and above what should already be provided by NHS budget

## Notes to the accounts

### Note 10 · Endowment and restricted income funds

	Fund balances brought forward (£)	Incoming resources (£)	Outgoing resources (£)	Transfers (£)	Gains and losses (£)	Fund balances carried forward (£)
<b>10.2 Movements of major funds</b>						
<b>Fund Names</b>						
Kitty Harrison Memorial Fund	(334,961)	(7,696)	-	-	(90,392)	<b>(433,049)</b>
Health Foundation	-	(32,258)	-	-	-	<b>(32,258)</b>
Sussex Partnership NHS Foundation Trust	-	(154,166)	154,166	-	-	-
Lindridge	(19,387)	-	752	-	-	<b>(18,636)</b>
Springboard LD (Springwell)	(26,997)	-	-	-	-	<b>(26,997)</b>
Chalkhill Rockinghorse Fund	(24,177)	(22,335)	20,036	3,067	-	<b>(23,408)</b>
Chalkhill	(19,497)	(980)	-	(3,000)	-	<b>(23,476)</b>
Public Health East Sussex	-	(16,639)	16,639	-	-	-
Covid-19 Relief Fund	-	(18,436)	-	-	-	<b>(18,436)</b>
NHS Charities Together funded projects	-	(71,662)	54,620	9,933	-	<b>(7,110)</b>
Covid-19 BAME disparities programme	-	(50,000)	5,400	-	-	<b>(44,600)</b>
Second wave Covid-19 funding	-	(52,100)	28,677	-	-	<b>(23,423)</b>
The Estate of Michael Joseph Czerwik	(51,056)	-	-	-	-	<b>(51,056)</b>
Make for Tomorrow (Arts Council)	-	(31,500)	40,120	(14,989)	-	<b>(6,369)</b>
Other restricted funds	(176,224)	(25,953)	45,085	5,654	-	<b>(151,438)</b>
General Reserve	(70,271)	(12,749)	24,844	(665)	-	<b>(58,841)</b>
<b>Total Funds</b>	<b>(722,570)</b>	<b>(496,474)</b>	<b>390,339</b>	<b>-</b>	<b>(90,392)</b>	<b>(919,097)</b>

During the year there were no significant transfers between funds.

### 10.3 Charity Ownership

Sussex Partnership NHS Foundation Trust is the Corporate Trustee of the Charitable Funds governed by the law applicable to Trusts, namely the Trustee Act 2000 and the Charities Act 1993. The Corporate Trustee of the Charity acts through the decisions and actions of the executive and non-executive members of Sussex Partnership NHS Foundation Trust Board. Where statute permits, the Board delegates authority for the review of strategy, activity and compliance to a subcommittee of the Board called the Charitable Funds Committee.

## Notes to the accounts

### Note 11 • Transactions with related parties

#### 11.1 Remuneration and benefits

There has been no remuneration or other benefits paid to a trustee or other related parties by the charity or any institution or company connected with it during 2020/21 (£Nil 2019/20).

#### 11.2 Loans

There are no loans owing to or from the Charity's Trustee or other related parties by the Charity at the year end (£Nil 2019/20).

#### 11.3 Related parties

Sussex Partnership NHS Foundation Trust is a sole trustee of the charity. All items of income and expenditure go through Sussex Partnership NHS Foundation Trust's financial ledger on the Charity's behalf. At the year end **£62,413** (2019/20 £73,004) was owed to the Trustee, and **£Nil** (2019/20 £Nil) owed by them. During the year, none of the members of the NHS Foundation Trust Board or senior NHS Foundation Trust staff or parties related to them were beneficiaries of the Charity.

There are no other transactions with related parties.

### Note 12 • Grants paid of £3,500 or over

	£
General Fund	24,844
Public Health East Sussex	16,639
NHS Charities Together funded projects	54,620
Covid-19 BAME disparities programme	5,400
Second wave Covid-19 funding	28,677
Electronic Temperature Instruments	4,571
CAMHS LD/FISS	11,520
ATT Community Living	9,947
Make for Tomorrow (Arts Council)	40,120
Chalkhill Rockinghorse activities programme	20,036
Small grants across SPFT hospitals and services	19,800
<b>Total</b>	<b>236,172</b>

## Notes to the accounts

**Note 13 · Statement of financial activities comparative detail**

	Note	Unrestricted funds (£)	Restricted funds (£)	Endowment funds (£)	Total last year (£)
<b>Income and endowments from:</b>					
Donations and legacies	3	18,157	304,297	-	322,454
Investments	3	4,581	-	9,284	13,865
<b>Total</b>		<b>22,738</b>	<b>304,297</b>	<b>9,284</b>	<b>336,319</b>
<b>Expenditure on:</b>					
Raising funds	4	-	128,593	-	128,593
Charitable activities	4	4,601	136,027	-	140,628
<b>Total</b>		<b>4,601</b>	<b>264,620</b>	<b>-</b>	<b>269,221</b>
Net gains and (losses) on investment assets		0	0	(26,051)	26,051
Net income/ (expenditure)		18,137	39,677	(16,767)	41,047
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<b>18,137</b>	<b>39,677</b>	<b>(16,767)</b>	<b>41,047</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		52,134	277,661	351,728	681,523
<b>Total funds carried forward</b>		<b>70,271</b>	<b>317,338</b>	<b>334,961</b>	<b>722,570</b>



## Notes to the accounts

**Note 14 - Balance sheet comparative detail**

	Note	Unrestricted funds (£)	Restricted funds (£)	Endowment funds (£)	Total last year (£)
<b>Fixed assets</b>					
Investments		-	-	314,160	314,160
<b>Total fixed assets</b>		-	-	314,160	314,160
<b>Current assets</b>					
Debtors	8	-	51,718	-	51,718
Investments	7	-	264,125	-	264,125
Cash at bank and in hand		70,271	74,500	20,801	165,572
<b>Total current assets</b>		70,271	390,343	20,801	481,415
Creditors: amounts falling due within one year	9	-	73,005	-	73,005
<b>Net current assets/(liabilities)</b>		70,271	317,338	20,801	408,410
<b>Total assets less current liabilities</b>		70,271	317,338	334,961	722,570
Creditors: amounts falling due after one year		-	-	-	-
<b>Total net assets</b>		70,271	317,338	334,961	722,570
<b>Funds of the Charity</b>					
Unrestricted funds		70,271	-	-	70,271
Restricted income funds	10	-	317,338	-	317,338
Endowment funds	10	-	-	334,961	334,961
<b>Total charity funds</b>		70,271	317,338	334,961	722,570

## Legal & Administrative Information

**Heads On is an NHS charity in the corporate trustee model, established for charitable purposes in relation to the NHS and particularly for the benefit of patients of Sussex Partnership NHS Foundation Trust.**

## Sussex Partnership NHS Foundation Trust Corporate Trustee

### **Peter Molyneux**

Chair

### **Sam Allen**

Chief Executive

### **Anne Beales**

Non-Executive Director

### **Simone Button** (to December 2020)

Chief Operating Officer

### **John Child** (from October 2021)

Chief Delivery Officer

### **Gordon Ferns** (to April 2021)

Non-Executive Director

### **Sally Flint**

Chief Finance Officer

### **Rick Fraser**

Chief Medical Officer

### **Amanda Jones** (from April 2020)

Non-Executive Director

### **Jo Larbie**

Non-Executive Director

### **Beth Lawton** (to July 2021)

Chief Digital and Information Officer

### **Carrie Llewellyn** (from April 2021)

Non-Executive Director

### **Nitin Mehta** (from April 2020)

Non-Executive Director

### **Acosia Nyanin** (to July 2021)

Chief Nursing Officer

### **Jane Padmore** (from August 2021)

Chief Nursing Officer

### **Gurprit Pannu** (from July 2021)

Chief Digital and Information Officer

### **Martin Richards**

Non-Executive Director

### **Stanley Riseborough** (from December

2020 to November 2021)

Chief Operating Officer

### **Anna Van Der Gaag**

Non-Executive Director

### **Gavin Wright**

Chief People Officer

## Trustee

The Charity has a Corporate Trustee – Appointments to the Corporate Trustee are made in accordance with Financial Standing Orders and prevailing guidance and/or legislation from the Department of Health or Appointments Commission.

### **Charity's Principle Address**

Swandean  
Arundel Road  
Worthing  
West Sussex  
BN13 3EP

### **Charity's Independent Examiners TC Group**

The Courtyard  
Shoreham Road  
Upper Beeding, Steyning  
West Sussex  
BN44 3TN

### **Charity Staff Team**

#### **Rachael Duke**

Head of Charity

#### **Jennie Bell**

Covid-19 Fundraising Manager

#### **Abi Harley**

Community & Individuals Fundraiser

#### **Harriet Wood**

Charity Assistant



## **Contact us**

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