



# **Southampton Mental Health Network**

**Registered Charity No: 1200515**

**Registered Office: Voluntary Action Centre, Kingsland Square, Southampton, SO14 1NW**

## **Report of the Trustees**

**October 2022 – September 2023**



The Trustees have pleasure in presenting their report and the financial statements of the Charitable Incorporated Organisation for the period October 2022 to September 2023.

## **Purposes and Aims**

The objects of the Southampton Mental Health Network are set out in the Constitution and are as follows:

- (1) To make Southampton a mental health friendly city
- (2) This will be achieved through:-
  - 2.1 Collaborating with relevant stakeholders (medical professionals, those affected by poor mental health in the past and/or currently), those with an interest in improved mental health
  - 2.2 By carrying out research and surveys to identify areas of need and best fit solutions for those affected by poor mental health in the city of Southampton
  - 2.3 Facilitating appropriate events designed to engage with all relevant parties as a result of the research/survey results.
  - 2.4 The advancement of knowledge and education about mental health and resources to effectively support, maintain or improve mental health
  - 2.5 Raising awareness of resources available and good practice in supporting those affected by poor mental health
- (3) These outcomes will benefit all members of the community
- (4) The benefits of this Southampton Mental Health Network extend to the residents of the city of Southampton, and other areas as the trustees of the Southampton Mental Health Network may so decide

The Trustees have:

- Paid due regard to the guidance contained in the Charity Commission's general guidance on public benefit in establishing the new charity and reviewing the work undertaken in the last 12 months.

## **Background and origin of the charity**

Southampton Mental Health Network (SMHN) grew from a project developed by Communicare in Southampton from February 2016, launched in February 2019.

Communicare in Southampton is a small, independent, local charity that provides good neighbourly support to the residents of the city of Southampton. It carries out its activities in close partnership with a range of other groups, ensuring that the needs of its beneficiaries are met as effectively as possible by those with the most relevant knowledge and experience.

In February 2019 Communicare led on the establishment of a network of organisations and individuals, linked through a Memorandum of Understanding (MOU) with a vision to make Southampton a mental health friendly city.

Southampton's Integrated Commissioning Unit (ICU) awarded funding in April 2019 to support the development of the network and establishment of a service user network. This allowed Communicare to employ a part time Administrator and to undertake a range of low key activities to take the project forward.

By March 2021 membership had risen to seventy, including representation from statutory organisations (NHS, City Council), businesses, small community organisations and individuals. There was active engagement at all levels, allowing collaborative work to be initiated and built on. It became clear that to secure its long-term future the network would benefit from becoming a charitable organisation in its own right.

Working from within the existing framework members explored various options together, culminating in the recruitment of a Board of Trustees with a broad range of experience and perspectives. The Board led on the creation of a constitution for a Charitable Incorporated Organisation, which gained registration with the Charity Commission in September 2022.

### **SMILE (Southampton Mental Illness Lived Experience)**

In March 2019, following consultation, users of mental health services in Southampton and others who had lived experience of mental illness, SMHN concluded that the "service users network" being created through the organisation should be aimed at all those with lived experience, not just those who had/would make use of services on offer.

The group was established and led by Bob Clark and Saire Herschel-Clark.

### **Activity from October 2022 – September 2023**

The main focus during this period has been on maintaining the well established networking opportunities provided whilst executing a smooth transition to the new charity.

Communicare's funding from the ICU allowed the post of SMHN Administrator to remain open on a restricted basis throughout. With this support activities have included:

- Providing a weekly, online, newsletter for information exchange
- Convening meetings for all members with topical speakers
- Organising subgroup meetings to cover specific areas of work
  - SMILE (Southampton Mental Illness Lived Experience), which acts as a service users' network
  - Family, Friends and Carers' Group
  - Communications
  - Engagement
  - Funding
- Offering opportunities for individuals and organisations to meet and explore areas where they could collaborate
  - New members sessions
  - "Networking for the Network", online speed networking
  - "Shuffle Club", informal social networking
- Representing SMHN at city-wide or regional meetings, including (but not limited to):
  - Mental health partnership board
  - Project Fusion

- Suicide prevention
- Southampton's Mental Health and Wellbeing Strategy development

## **SMILE**

SMILE sits under the umbrella of Southampton Mental Health Network. SMILE is not a crisis group but member organisations can provide support to one another.

Objectives of SMILE:

- To tackle stigma and embrace diversity.
- To contribute towards making Southampton a more mental health friendly city.
- To raise awareness of mental health issues, draw on and improve people's experiences of using services.
- To work in partnership with member organisations of Southampton Mental Health Network to improve services.

Since Autumn 2021 SMILE has been led by Trustee Saire Herschel-Clarke.

Those interested in being involved with SMILE complete a questionnaire to allow Saire to contact them. Numbers completing a questionnaire:

- August 2022, 15 individuals
- October 2023, 18 individuals

During the reporting period there were two SMILE meetings attended by 10 individuals total.

Saire will step down as lead for the group in January 2024 and is not seeking re-election as a Trustee as she moves into a new employment position.

## **PR and media**

In 2021 Porcupine PR were appointed to guide on the production of a PR Strategy and to support the network in its delivery.

During the period of this report the bulk of their time has been spent on assisting with establishing a website.

They will continue to play an important role in ensuring that all aspects of our communications are appropriate and effective going forward.

## **Website**

The most significant and time-consuming project over this period has been building the Network's own website.

Xebre Limited were commissioned to create the website, working closely with members to ensure that it meets the requirements of the group.

## Facts & figures

### Membership

At the start of the year all members of the Network had joined by completing the MOU (Memorandum of Understanding):

Date	Members representing an Organisation	Organisations represented	Personal/individual memberships	Total members
Oct-22	196	107	34	230
Jul-23	207	125	43	250

During 2023 members were invited to take out membership with the new charity to allow transition to the new body.

At the end of July 2023 only those who had taken out membership with the new charity were included on the mailing list and deemed to be a member of the Network.

In September 2023 membership of the new charity:

Date	Members representing an Organisation	Organisations represented	Personal/individual memberships	Total members
Sep-23	46	41	14	60

### Engagement

The level of engagement by members is seen as an indication of the value recognised by them of the Network's opportunities.

Engagement is measured by looking at those who undertook one or more of the following during the specified period:

- Opened the Roundup (online newsletter)
- Attended a meeting
- Has been in communication via email
- Is a new member

Figures for the end of the previous year are included for comparison.

Date	Number engaging	% engaging	Number of meetings	Number attending
Aug22 - Oct22	153	66	22	58
Nov22 - Jan23	150	63	13	45
Feb23 - Apr23	152	61	15	44
May23 - Jul23*			5	25
Aug23 - Oct23	68	89	5	20

\*During May – Jul23 the Network significantly reduced its activity due to a gap in funding

### Representation at city-wide & regional meetings

During August – October 2023 SMHN has been represented at:

- City Mental Health Partnership Board (x3)
- "Towards a new organisation", Project Fusion (x2)

- Family Friends and Carers Southern Health (x2)
- Southampton Mental Health strategy planning
- Southampton Suicide Prevention Partnership
- MH 16-25 yr Old Local Delivery Group
- Southern Health Working in Partnership (x2)
- ICP Mental Wellbeing Assembly
- Southern Health Divisional Q&P Meeting
- Co-Occurring conditions Education Workshop and Quality Improvement Session.

### Surveys & consultations

In 2021 SMHN conducted a survey with the general public to elicit ideas about what being a “mental health friendly city” meant to them. 500 responses were received and the results used to guide planning for the Network.

A second survey, picking up on areas where further elucidation was required, was launched in 2022 and has been ongoing.

SMHN has responded to requests from statutory providers to circulate surveys to relevant members of the public when they are seeking feedback on the services they provide.

### Future plans

The following topics will be the main areas of focus for October 2023 – September 2024

- **Transfer to new membership;** continuing to encourage previous members to register with the new charity
- **Recruit new members;** widen awareness of SMHN, with a paying attention to targeting sections of the community under-represented to date
- **Maintain/further develop engagement;** solicit feedback from members and engage with the wider community to encourage greater active involvement in areas that contribute to making Southampton a mental health friendly city
- **Website development;** continue to build and develop the charity’s website
- **Young People’s app;** work with Xebre Ltd to produce an app, linked to the website, specifically aimed at those aged 16 – 25y
- **Fundraising;** work together to attract funding for the charity and its member organisations
- **Support research;** look for ways to contribute to projects that explore underlying issues that affect mental health and wellbeing
- **Lead on “Get Southampton Talking” initiative;** respond to requests to bring people together to give more opportunities to relieve loneliness and isolation
- **Engagement event;** facilitate the provision of a public event to highlight understanding of how mental well-being can be integrated into everyday life
- **SMILE;** build on and develop the established network. Recruit a new group leader and Trustee with lived experience of mental illness
- **Establish consultation panels;** recruit groups with personal knowledge/experience of a variety of situations/perspectives who can be called upon to contribute to thinking around relevant areas of planning and review

## Membership

Members are asked to renew their membership annually and pay a £2 fee for registration. They are invited to make an additional donation at registration if they choose. This allows the charity to track its membership more effectively and ensure that members are positively opting into engagement with the organisation.

Membership of the charity is open to anyone who is interested in furthering its objects, and who, by applying for membership, has indicated their agreement to become a member and acceptance of the duty of members as set out in the constitution. A member may be:

- i. An individual who lives or works in the city of Southampton
- ii. An organisation supporting residents of the city of Southampton

If the Southampton Mental Health Network is wound up, the members of the Southampton Mental Health Network have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

## Governance

Day-to-day operational activities are delivered by the SMHN Administrator, who is employed by Communicare in Southampton. Line management is undertaken by Communicare's Manager.

The Administrator and Communicare's Manager report to the Trustees at their regular meetings. Strategic management, including adoption of policies, is undertaken by the Trustees. They also lead the various subgroups.

## Trustees

### *Recruitment of Trustees*

Six Trustees were recruited from within the membership of the Communicare-led network to launch the new charity. Care was given to appointing a Board that represented a wide range of perspectives and experience.

The Trustees that served during the year and up to the date of this report and are set out below:

- |                         |                    |
|-------------------------|--------------------|
| • Susan Hayward (Chair) | • Parvin Damani    |
| • Barry Hampton         | • David Kingdon    |
| • Saire Herschel-Clark  | • Jacqueline Tuson |

## **Risk Review**

The Trustees have considered the major risks to which Southampton Mental Health Network is exposed and have put in place policies and systems to mitigate these risks.

Much of the activity of the charity continued to be delivered through Communicare this year, which is protected under the insurance policy of umbrella organisation: The Hampshire Good Neighbours Network provided by Capital Markets Underwriting Ltd.

We are developing a wide range of policies including Adult Safeguarding, Health and Safety, Equal Opportunities and Data Protection.

Cyber security is provided by Communicare in Southampton through subscription to Soda IT.



## Southampton Mental Health Network CIO

Registered Charity Number 1200515

Financial Accounts for year ending 30 September 2023

### INCOME

Membership fees paid during period	£128.00	
Additional donations (unrestricted)	£122.00	
Restricted purpose donations	£105.00	(see note below)

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<b>Total Income</b>	<b>£355.00</b>	
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### EXPENDITURE

Mail Holding Facility Fee (SVS)	£ 50.00	
Restricted Purpose Expenditure	£109.78	
Additional expenditure	£ 4.78	(see note below)

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Total Expenditure	£159.78	(see note below)
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### FUNDS HELD

Opening Bank balance	£ 0.00
Total Income	£ 355.00
Total Expenditure	£ 54.78

<b>Closing Bank Balance</b>	<b>£ 300.22</b> <i>(reconciled with bank account 30Sep23)</i>
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### NOTE TO ACCOUNTS

#### Note 1

Following the departure of our long-serving administrator (mainly during the period prior to registration as a charity), the members were invited to contribute towards a leaving gift to recognise the valuable contribution of this individual to the development and running of the Network. All donations received were recognised as 'Restricted purpose donations' in the accounts and the expenditure was similarly recognised. A small part of the cost was met by the Network itself.

Restricted purpose income £105.00 (former administrator gift)

Restricted purpose expenditure £109.78 (former administrator gift)

#### Note 2

An independent examination of the accounts was not undertaken because the income and expenditure of the Network were below the necessary threshold.