















Association of Charities

Association of Charities

ANNUAL REPORT 2018/2019



CHAIRMAN'S REPORT

Dear members.

This past year has been a year of change, both for your Association and for all the island's charities.

Our activities have been both generated and affected by major external influences, the main one being the tender process for future distribution of the Jersey profits from the Channel Islands' Lottery.

In addition, we have all been affected by the enactment of the Jersey Charities Law and appointment of the regulator, the Charity Commissioner.

The Association has distributed the Jersey Lottery profits since 1981. Distribution has been governed by a service level agreement with Government, which has to date been an agreement renegotiated each year. This has had pluses and minuses. One point in favour has been that for the past couple of years it has been amended to include a tranche of money available to non members and also has recognised the need to develop the sector. One negative point is that it is difficult to plan for the future and provide longer term grant funding when there is no certainly of further incoming funds from year to year.

Late in 2018 we became aware that Government were reviewing the distribution of Lottery profits. We welcomed the review as an opportunity to improve the distribution process and confidence therein. As we now know, this review culminated in a full tender process.

LATE IN 2018 WE BECAME AWARE THAT **GOVERNMENT WERE REVIEWING THE** DISTRIBUTION OF LOTTERY PROFITS.

In the meantime, both Government and the Charity Commissioner were indicating their concern as to whether public funds should be distributed as grants by the committee of a membership organisation, the officers of which are elected by members, and which was largely limited to benefitting charities as defined by the law. Notably this had excluded sporting associations until 2018.

Addressing these issues and preparing our tender has very much been the focus of your committee over the last months. We held off actioning our own restructuring so that we could prepare our tender having consulted extensively with, and with the benefit of commitments of collaboration from, across the charity sector in Jersey.

However, it was evident from the tender application process that Government was looking for a distributor that was fully professionally resourced, and most, if not all, of you will now be aware that the Government has announced their intention to appoint a new distributor for Jersey lottery profits - GrantScape Ltd.

The States Assembly was due to vote on the proposition to appoint Granstcape in October, but latest news is that this proposition has been withdrawn.

Your committee requested a drawdown from Lottery profits to cover the interim period until the new distributor is up and running, and we have now offered to deal with the whole of the 2018 Lottery profits on an interim basis to ensure the needs of the sector are met pending further news.

We are disappointed not to win the tender and we thank you for all your messages of support and confidence in the way we have dealt with grants over the past years.

Turning now to the rest of our work:

We started the year for the first time ever with some funds available for development of our services to members and the sector and you will remember that we conducted some sessions with members to find out what you want, and how we can provide that support. Consultations with you provided plenty of feedback and helped your committee to establish some working groups to explore and expand our services. These working groups covered Advocacy, Grants, Training, Communications, Operations and Restructuring.

It is worth noting at this point that much of our work behind the scenes is conducted by our voluntary officers, who give as much time as they can, aided tremendously by our full time administrator, Lyn Wilton, and two more recent part time employees Charlotte Brambilla and Jill Ryan.

We had a record-breaking grants year and our Grants working group achieved all of its objectives. Early in 2018 we recruited a part time Grants Officer, Charlotte Brambilla, and we conducted a thorough review of our grant policies and procedures, introducing some changes including larger grants; less onerous procedures for small grants; and most recently, given the strength of our reserves, we also introduced longer term grant funding.

We have provided specific training to members on grant reporting ('Impact Reporting') and will continue to develop this. We are also part of the Jersey Funders' Group. To check on our performance we set up a Grant Focus Group, at which members were able to independently review our grants service in a session facilitated by an independent chairman.

We shall, in future, continue to award grants to members on the basis of need from our other funds. However, the funds available will not support the level of grants we have been paying out in recent times from Lottery monies.

Training is something we have provided for a number of years. This last year we reformatted some of our regular training modules, in part to make these more accessible to a broader range of charities, such as those now eligible for charity status, particularly sports associations, and we have been working with some new trainers as well as continuing to work with our professional trainer, Jane Galloway, who has also provided some more in depth sessions with some member charities.

Training is funded from a legacy received in 2009.

Advocacy, or representation, is something you, our members, indicated you expected of us. We have participated in other forums such as the Voluntary and Community Sector Working Group, and will continue to represent your interests there.

The Operations Working Group was started later in the year and a review of all our systems for fitness for purpose was hugely benefitted by the recruitment of a part time Projects Officer, Jill Ryan.

The Communications team's work has been impacted by the various external factors at this time of change, which have very much affected your Committee's work this year.

The Restructuring group presented their work at an Extraordinary General Meeting of members held in November 2018 at which we proposed changes to our structure, to protect members' interests to date, enable further services in future, and achieve registration with the Charity Commissioner. We have held off actioning these changes pending possible other changes resulting from the Lottery distribution tender. We are only now in a position to review this, and we shall be consulting with you again regarding the future strategy and direction for your Association.

Turning to the other major external influence on our sector, we are aware that the Charity Commissioner is taking a very thorough approach to registrations and he has requested an extension to the transition period.

On the one hand this gives more complex cases extra time to register satisfactorily. In the meantime, however, it may cause difficulties for those same organisations as, unless the Commissioner makes public the list of applications, those organisations will not be able to prove their continuing charitable status to third parties - particularly grant givers. We are therefore requesting the Commissioner publish the list of applications received and not yet registered or rejected.

ON THE ONE HAND THIS GIVES MORE COMPLEX CASES EXTRA TIME TO REGISTER SATISFACTORILY

It has been a particularly challenging year for your committee, all of whom are voluntary, and some of whom have given very many more hours of their time than they would otherwise have expected. It has taken its toll.

A couple of newer committee members have retired mid-term and at our upcoming Annual General Meeting we shall be saying goodbye to Publicity Officer, Lynsey Mallinson, after many years' service. My sincere thanks go to Lynsey. Her contributions will be missed. Marie du Feu is stepping down as Treasurer, and I wish to thank her for all her considerable hard work in that role; her considerable efforts on our grants programme; and also on our restructuring project and our tender application. Thankfully Marie has agreed to stay on the committee to see through this period of change of Lottery distributor.



As ever I am also extremely grateful for the services of our Administrator, Lyn, who keeps the business of the Association on track through thick and thin.

We are actively recruiting for the committee and welcome nominations. In the meantime, as we have experienced so much change, and the committee numbers currently so few, in order to maintain continuity and allow time for the newly elected executive to develop a new strategy and install a three year plan we are suggesting that members may wish to waive the requirement for the Chairman to step down after 3 consecutive years and remain eligible to stand for a further year. This will be put to you as part of a refresh of our constitution at our Annual General Meeting.

Thank you all for your support and I look forward to working with you in the coming months.

LIZ LE POIDEVIN



St John's new ambulance.

TREASURER'S REPORT

OVERVIEW

It's been another record breaking year for the Association, albeit one to celebrate with a hint of caution. The Jersey share of the 2017 Channel Islands' Lottery profits was £1,399,097, all of which was awarded to the Association for distribution. Out of this sum the Association approved: grants of £1,100,741; covered its staff and administration costs of £88,757; and set aside £150,000 in a development fund to cover various sector initiatives including completion of its restructuring, leaving just over £60,000 to be carried forward into the next financial year. All of this sum will be required to cover its ongoing support costs.

The hint of caution arises from uncertainty over future Lottery funding and distribution. At the time of writing, no decision has been made on the appointment of a distributor for the 2018 Lottery profits. Members will be aware that in order to maintain its grant programme, the Association decided to fund the June 2019 grant applications from its own reserves, which have been built up from private donations and returns on its investment portfolio, which was also provided by a private donor in 2010. The reserves have been accumulated for just this purpose, however there is a limit to how large a grants programme can prudently be funded from them.

The committee has requested interim funding from the 2018 Lottery profits in order to continue the grants programme for 2019. It has also indicated its willingness to continue to distribute Lottery funds for the time being until a new distributor is appointed. However, a proposition to either effect cannot now debated by the States Assembly before our AGM in September. Nevertheless, we are optimistic about the outcome and will continue the grants programme as normal at least until the end of the year.

GRANTS MADE FROM LOTTERY FUNDS

Returning to more positive news, the large grants programme for sums between £30,000 and £50,000 is proving successful with 11 grants approved in the year. The small grants programme less so with only 2 applications approved. The reasons for such a low take up are not really clear – we can only encourage those members who qualify to apply. In total, £1,100,741 was awarded to 41 organisations as detailed on pages 9 and 10.

Since December 2016, we have monitored a range of statistics on grant applications, in particular their sector and purpose. Now that we have data for a sufficiently long period the statistics provide some interesting information as you will see from the graphs.

SOME KEY POINTS:

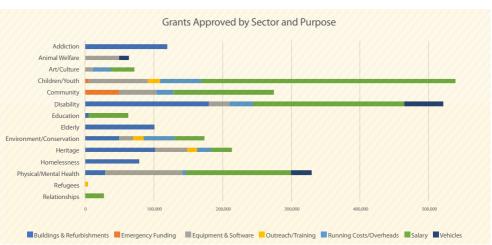
The majority of grants awarded were to member charities supporting children and young people with charities supporting a range of disabilities a close second;

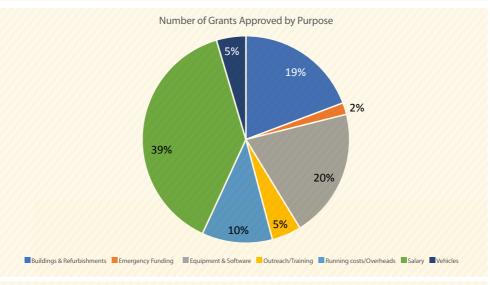
The main purpose applied for is "salaries" - the least glamorous purpose and the hardest to obtain funding or sponsorship to cover, hence the applications to the Association;

It's an urban myth that the Association buys a lot of minibuses – in fact a very small proportion of grants are for vehicles of a specialist nature and there were no minibuses funded since these statistics have been collated:

Applications peak every December - please consider the demands on the committee when making your application!

GRANTS APPROVED BETWEEN DECEMBER 2016 AND MARCH 2019







BALANCE SHEET

At 31 March 2019 the Association had net assets of £3,452,310 of which £227,180 (2018: £296,408) represented restricted reserves and £3,225,130 (2018: £2,876,378) unrestricted reserves. At that date the Association's investment portfolio was valued at £2,690,359, cash deposits totalled £1,625,107 and net liabilities (largely grants approved but not yet paid out) totalled £863,156.

UNRESTRICTED RESERVES

Of the £3,225,130 in unrestricted reserves: £1,072,500 is not currently distributable as it will amoritise in instalments over the next 10 years; £150,000 has been set aside for development; and £92,500 is the balance on the small grants fund. That leaves £1,910,130 in free reserves. Of this, and in accordance with our reserves policy, £1,100,000 is set aside to maintain a grants programme in the event lottery funding to the Association ceases entirely. The balance of £810,130 is being used to fund or subsidise grants until a decision is taken on the appointment of the future lottery distributor. Of that sum, £346,000 was allocated in June 2019.

If the Association is unsuccessful in its request for funding from the 2018 Lottery profits, members will be consulted at the AGM on the ways in which these reserves could or should be utilised.

AND FINALLY

I will be stepping down as Treasurer at the AGM. Combining the role of treasurer with oversight of the grants and operations functions has become too demanding on my time. However, I have offered to remain on the committee for now in order to provide some continuity during challenging times. My focus will be on the grants programme - in whatever form that takes.

MARIE DU FEU TREASURER, AJC.

"THIS FUNDING TOWARDS OUR WORK WILL **ENABLE US TO CONTINUE SUPPORTING FAMILIES** LIVING IN JERSEY WHO ARE EXPERIENCING SIGNIFICANT DIFFICULTIES IN THEIR LIVES. WITH YOUR HELP, WE ARE ABLE TO WORK TOGETHER WITH FAMILIES FACING CHALLENGES TO HELP THEM TO TRANSFORM THEIR RELATIONSHIPS AND IMPROVE THEIR LIFE CHANCES."

BRIGHTER FUTURES (GRANT FOR THE JOURNEY INTO WELLBEING PROJECT)



ASSOCIATION OF JERSEY CHARITIES

Presently the Association has 302 member charities and these range from branches of national charities to small local charities, clubs, societies and support groups.











GRANTS AWARDED 2018-2019

Over the past 12 months, a total of £1,100,740 has been awarded to 41 member charities, using profits from the Channel Islands' Lottery.

JUNE 2018

- NSPCC Jersey £50,000 towards therapist salaries for one year
- Grace Trust Jersey £50,000 towards grocery distribution
- Friends of the Bridge £30,000 for 3 years' café costs
- St John Ambulance £30,000 for a fundraiser's salary
- Youth Arts Jersey £29,783 for a sessional youth worker salary
- Sanctuary Trust £28,770 to fit out rooms and the office
- Brighter Futures £26,600 to cover costs of the wellbeing programme for 7 families

SEPTEMBER 2018

- Community Savings £50,000 for office manager and administrator salaries and a new CRM system
- Silkworth Lodge £50,000 towards a building improvement project
- Jersey Marine Conservation £45,000 for a project to monitor sub-tidal species and their habitats
- Headway £30,000 for neuro-physiotherapist and sacro-cranial therapist salaries
- Love Matters £30,000 to cover their CEO and educator salaries
- Jersey Recovery College £22,898 for the salary of new part-time mental health clinician

- Every Child Our Future £22,000 for the salary of the existing general factotum
- Arts in Health Care Trust £10.500 for concert tours over 3 years
- Caesarea Association £9,967 for repairs to their roof and dormers
- Art in the Frame Foundation £9.884 to fund an additional 12 hours of part-time staff
- Jersey Disability Partnership £5,000 for 2 years' running costs
- Jersey Heritage Trust £1,550 for 8 pop up exhibition panels

DECEMBER 2018

- JSPCA £50,000 for a new IT software and infrastructure system
- Maison des Landes £50,000 for renovation of the manager's accommodation
- National Trust for Jersey £50,000 to create new office space, a meeting room and disabled facilities
- Jersey Heritage Trust £31,437 for display cases and the 'Make Space' exhibition area
- Jersey Child Care Trust £30,000 for a CRM system and fundraising campaign
- 7 Overseas Air Cadets £28,237 for 2 new outdoor challenge courses and a trailer

• Love Thy Neighbour £26,000 for their CEO salary

Mind Jersey £25,000 for their peer support worker manager salary

- Duke of Edinburgh Award Scheme £15,000 for the award field and development officer salary
- Jersey Mencap £14,095 for a part-time adult disability support worker salary
- Le Congres des Parlers Normands £11,000 for pilot project to record Jerriais texts
- Age Concern Jersey £6,000 for essential roof repairs
- Pain Support Jersey
 £3,890 to cover the costs of meeting room
 hire
- Triumph Over Phobia £2,000 for books and administration costs

MARCH 2019

Société Jersiaise £50,000 to help fund La Cotte de St Brelade conservation project

- Autism Jersey
 £30,000 to help fund a new fundraising,
 events and awareness manager salary
- Caring Cooks of Jersey
 £30,000 for a teacher on the 'Let's Get Cooking'
 programme
- Durrell
 £30,000 to help fund their Schools Education
 and Jersey Zookeeper talk programmes
- Abbeyfield £25,000 for a new lift for their residential home
- 7 Overseas Air Cadets
 £18,139 for cockpit kayaks and a trailer
- Jersey Rescue Dogs £14,000 towards a new Ford Transit van for transporting the dogs locally and for fundraising
- Jersey Biodiversity Centre £13,740 for the salary of part time education and outreach Officer
- Jersey Hospice Care
 £7,250 for a non-invasive ultrasonic bladder
 scanner
- Jersey Marine Conservation
 £5,000 towards the cost of new larger R.I.B.
- Jersey Eating Disorder Support
 £3,000 for operational costs and for costs of UK
 professionals to come to Jersey to educate and
 support islanders

"THE COMMITTEE MEMBERS OF THE FRIENDS OF THE BRIDGE WOULD LIKE TO EXPRESS THEIR GRATITUDE TO THE AJC FOR THE GRANT TO FUND THE SALARY OF THE CAFÉ MANAGER. THE CAFÉ IS AN IMPORTANT PART OF THE FAMILY CENTRE AND THIS GRANT WILL ENSURE ITS CONTINUING OPERATION

AT REASONABLE COSTS TO THOSE CLIENTS AND FAMILIES WHO USE IT. VOLUNTEERS ALSO BENEFIT FROM WORKING WITHIN THE CAFÉ AND GAIN VALUABLE WORK EXPERIENCE."

FRIENDS OF THE BRIDGE

WELCOME TO OUR NEW MEMBERS!

Over the past 12 months, a total of **7 new members** have joined us bringing our membership up to 302. Given current changes ahead of the AJC restructure, we temporarily suspended membership applications ahead of our EGM and re-opened them in June 2019.

- Samaj (Jersey) Limited Community development by the advancement of cultural, religion, education and the welfare of the Indian diaspora living and working on the island.
- Jersey Lifeboat Association To save lives, promote safety and provide relief from disaster, in relation to Jersey coastal waters. To advance the education of the public in matters relating to sea, and inland and flood water safety.
- Quennevais Evangelical Church Meeting to worship God and bless his people and the wider community through works of service.
- **Bloodwise** To find cures for blood cancers and to support those who are affected.
- The Friends of St Peter's School PTA To encourage close liaison between parents, staff, the wider community and all others associated with the school; to support the school in providing the best opportunities for the children by providing and assisting in the provision of items to enhance the children's learning and providing experiences above and beyond that of the usual school day; to promote social activities for the children, staff and parents. To support by all available means the educational policies laid down by the school.
- Friends of Jersey Youth Music To support the Jersey Music Service (JMS) in its efforts to teach, promote and encourage the pursuit of music as an activity for the youth of Jersey.
- La Pouquelaye Youth Project To support the development of youth work opportunities for young people, to promote their personal and social development and enable them to have a voice that is heard in their local parish and the rest of the island.

"WE REALLY APPRECIATE THE €50.000 DONATION FROM THE AJC THAT FUNDED THE NEW WINDOWS IN THE HOME. IT WAS A SUBSTANTIAL AND GENEROUS DONATION FOR A VERY IMPORTANT PART OF THE 'BIG **BUILD' PROJECT."**

JERSEY CHESHIRE HOME











ADMINISTRATOR'S REPORT



Since my last annual report we've been busier than ever, keeping pace with all the recent changes.

Once again, we provided many training opportunities, covering various subjects, and these are listed further on in this report, and provided at no cost to participants. Sadly, the attendance figures for some of this training has been pretty poor, considering the number of people working and volunteering in the sector. There is always something new to learn and I'd urge members to look on training as Continuing Personal Development (CPD), and to make a commitment to attend as much as possible in the future.

The AJC Christmas Fair was held once again in November, at the Town Hall, our traditional venue for this event. This still

proves a great opportunity for charities without a retail outlet to be able to sell Christmas cards, gifts and more, and it's still popular with the public, many of whom prefer to buy charity Christmas cards.

We've continued to promote your organisations, through our website, Facebook and Twitter, and through presentations taken into corporate settings. Our website continues to be well visited by people looking for paid and unpaid work; by corporates wishing to support charities and by law firms and trust companies looking to donate to charities. As such it's vitally important to keep your details up to date. The news email is received by nearly 600 email addresses and is an extremely valuable tool to spread the word – your word mostly!

The annual returns and subscriptions continue to cause me the biggest headache in my job! Even though you all have really important work to do, taking a small amount of time out of your working day to deal with these is also very important – stakeholders need to know how to contact you, and your only commitment to us, the AJC, is to pay the small subscription fee of £15 in a timely manner.

All that said, it is always a pleasure working with and for you all, and please get in touch any time with any issues you have. If I can't help then I know a man or woman who can!

LYN WILTON ADMINISTRATOR, AJC

> "THANK YOU SO MUCH TO YOU. THE TRUSTEES AND THE CHANNEL ISLANDS' LOTTERY FOR YOUR MOST KIND SUPPORT. BE IN NO DOUBT THAT YOUR GENEROSITY WILL NOT ONLY HAVE A LIFE CHANGING IMPACT ON THE CHILDREN AND FAMILIES WE WORK WITH BUT ALSO SENDS

A CLEAR AND PUBLIC MESSAGE THAT **EVERY CHILDHOOD IN JERSEY IS** WORTH FIGHTING FOR - A MESSAGE WE CONTINUE TO SHOUT ABOUT! THANK YOU SO MUCH ONCE AGAIN."

NSPCC (GRANT TO FUND A TRAINED SPECIALIST WORKER)

MEMBER ACCOLADES AND AWARDS

Congratulations on behalf of the Association of Jersey Charities to:

- National Trust for Jersey for winning the INTO Excellence Award ('Open for Business' category) at the International National Trusts' organisation conference 2019 held in Bermuda.
- First Tower Community Association for winning the Outstanding Community Achievement Award in the St Helier Gardens Competition for the second year running with their floralisation of the area around the tower.
- Durrell together with Ronez, for winning the top prize in the Insurance Corporation Conservation Awards 2018 for their joint initiative to support the return of the red-billed chough to the quarry site.

 Eileen Smith who has been awarded a British Empire Medal (BEM) for her services to Parkinson's Jersey.



Eileen Smith (Photo courtesy of ITV).

 Beresford Street Kitchen for winning the Sure Customer Service Award.



WORKSHOPS AND TRAINING

- Governance Making the Most of **Social Networking** with Jane Galloway - 17.04.18
- Great Goal Setting/Appraisals with Bill Treweek - 17.04.18
- Governance Developing A **Fundraising Strategy** with Jane Galloway - 18.04.18
- Governance Jersey's Charities Law with Jane Galloway - 19.04.18
- Ouickbooks with One Study - 2, 16, 23, 30 May 2018
- Governance Jersey's Charities Law with Jane Galloway - 12.06.18
- Governance What good governance looks like with Jane Galloway - 13.06.18
- Governance Major Donor Fundraising with Jane Galloway - 14.06.18
- Media with Alex Mallinson - 28.06.18
- Safeguarding Adults with Mary Curtis - 01.08.18
- Discrimination Law with Mary Curtis - 02.08.18
- Safe Recruitment with Mary Curtis - 06.08.18
- Safeguarding Adults with Mary Curtis - 07.08.18
- Safeguarding Children with Mary Curtis - 08.08.18
- Safeguarding Children with Mary Curtis - 13.08.18
- Discrimination Law with Mary Curtis - 20.08.18
- Governance Governor Roles & Responsibilities with Jane Galloway - 25.09.18

- Governance Recruiting, Managing & **Motivating Vols** with Jane Galloway - 26.09.18
- Governance Jersey's Charities Law with Jane Galloway - 27.09.18
- Impact Training for grantors with NCVO - 22.11.18
- Impact Training for grantees with NCVO - 23.11.18
- Governance How to recruit & attract Volunteers with Jane Galloway - 15.01.19
- Governance Managing & Motivating Volunteers with Jane Galloway - 16.01.19
- Governance Event & Community **Fundraising** with Jane Galloway - 17.01.19
- Safe Recruitment with Mary Curtis - 22.01.19
- Safe Recruitment with Mary Curtis - 28.01.19
- Safeguarding Children with Tina Hesse - 24.01.19
- Media with Alex Mallinson - 12.02.19
- Media with Alex Mallinson - 14.02.19
- Anti-bullving with Alison Fox - 27.02.19
- Safeguarding Children with Tina Hesse - 14.03.19
- Safeguarding Adults with Tina Hesse - 28.03.19

ASSOCIATION OF JERSEY CHARITIES

OUR VALUES ARE:

- Excellence The executive committee expect every member to aspire to high standards of governance in order to attract public confidence and support.
- Community We work closely with members and are committed to acting as a community resource through the provision of advice and information.
- Openness We will be open in the conduct of our affairs, except where there is a need to respect confidentiality.
- Local We ensure that grants made to members are applied directly or indirectly for the benefit of residents of Jersey.

OUR AIMS AND OBJECTIVES ARE:

- To encourage charitable and community work in Jersey and, in particular, to encourage co-operation and co-ordination of activities between members and prospective members, promote discussion and exchange of ideas regarding service to the community.
- To administer the distribution to members of any funds available to the Association.
- The Association also aims to work closely with members to increase public confidence in the integrity of charities.







ASSOCIATION OF JERSEY CHARITIES EXECUTIVE COMMITTEE

Patron

Lieutenant Governor of Jersey, His Excellency Air Chief Marshal Sir Stephen Dalton GCB, LLD(Hon), DSc(Hon) BSc FRAeS CCMI

Chairman

Liz Le Poidevin

Deputy Chairman

Ivo Le Maistre Smith

Secretary

Simon Larbalestier

Treasurer

Marie du Feu

Publicity Officer

Lynsey Mallinson

Seconded Committee Member

Peter Bourne

Grants Officer

Charlotte Brambilla

Projects Officer

Jill Ryan

Administrator

Lyn Wilton



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