



NHS

Devon Partnership
NHS Trust

Devon Partnership NHS Trust Special Charity

Annual Report

2019/20



Supporting you to live well

You can see a copy of our Special Charity Annual Report 2019/20 at **www.dpt.nhs.uk**
If you would like a hard copy, please call **01392 208 700**.

Contents

Introduction	5
About our Charitable Work	7
Review of the Year	8
Covid-19	19
Future Activity	20
Finance Report	22
Structure, Governance & Management of Charitable Funds	23



“ We are here to find the enhancements needed to meet the wishes of patients, carers and employees of the organisation.”

Introduction

2019/20 has been my second year as Chair of The Charitable Funds Committee and during the last twelve months we have seen a period of consolidation and planning as we see key developments take shape in the Charity.

Our Head of Charity Fundraising, Daniel Robson, has been working with the Smile Foundation to develop the Charity's strategy which has included the successful roll out of the Wishes, Hopes and Dreams initiative. This allows our staff, patients and supporters to suggest causes that will benefit our services. We have seen great ideas being put forward which have been granted where possible.

“Your donations will enable the Charity to invest in research, environments, equipment and services so we can go above and beyond what the NHS is able to fund, exceeding expectations every day.”

The Charity is cementing its presence within the organisation with greater awareness of how it can benefit our patients. While COVID-19 has had an impact, the response from our staff has been encouraging with a notable increase in the number of fundraisers being set up.

We are looking to rebrand the Charity later this year coinciding with our first public fundraising appeal and we look forward to an exciting year ahead shaping the Charity to benefit our patients and staff.

David Gebbie

Chair of Charitable Funds Committee
and Non-Executive Director



“ Our aim is to firmly establish our charity as one of the leading sources of support for mental health and learning disability causes in the county. ”



About our Charitable Work

Our Charity is funded by donations received from people who use our services, their relatives and families, our hard working staff, the general public and through legacies.

Our objective is to give hope and support to those with mental health and learning disability needs across Devon. The funds raised make a huge difference to the people we care for and provide a platform which encourages recovery, wellbeing and closer links to the community, above and beyond what the NHS is able to fund.

Broadly speaking, we raise funds to support projects in the following categories:

- Supporting people who use our services - for example purchasing therapies, activities or services not normally provided by the NHS
- Supporting staff – by improving facilities or contributing to their improved health and wellbeing
- Providing equipment
- Supporting research in the field of mental health and/or learning disability
- Supporting pioneering services – by identifying and contributing to innovative clinical projects not currently funded by the NHS.
- From 2020, supporting staff and patients impacted by COVID-19.

While we always try to respect and acknowledge the wishes of our donors, we have ultimate discretion about how and where to use our charitable funds in accordance with the NHS Act 2006, sections 213 – 222.

Review of the Year

In 2019/20 our fundraising activities included the following:

Instruments Improve Patient Wellbeing

An appeal for Art Therapists at The Briars in Exeter for the donation of guitars for people receiving therapy

Guitars are used therapeutically to write songs and express how people are feeling, in a way that words alone cannot achieve. The service was overwhelmed by the generosity of staff and the community.





Instruments to support Music Therapy at Franklyn Hospital, Exeter

Franklin Hospital provides inpatient care for older people with mental health conditions such as dementia. Carrie Clarke, Occupational Therapist said:

“ The sessions have greatly benefited patients in terms of improved mood, self-expression, motivation and social interaction, and have become a regular, well attended part of therapeutic provision at Franklyn. Support from Charitable Funds enables us to improve and make a real difference to the experience of patients in our care. ”

Small Things Make a Big Difference

The purchasing of new drills for the Woodworks team in New Leaf, Exminster

To support vocational learning and help train adults living with a mental health condition who are working towards paid employment. Richard Wellington, Technical Instructor said:

“ The tools purchased from Charitable Funds has had a positive impact on the vocational services we provide to help people to get back into the work place. Having access to these funds means that we are able go that extra mile and provide facilities otherwise unavailable to our service. ”

Purchase of a ‘Ready or not Tot’ Parenting Simulator for the Learning Disability Service

Linda Hancox, Primary Care Liaison Nurse, said:

“ Over the past couple of years we have had a number of referrals specifically requesting an intervention using this particular piece of equipment. Despite trying to borrow one from other places we had never had any success in getting hold of one. Having the funds available to purchase the equipment for ourselves means that we, The Devon Wide PCLN Service, now do not have to worry trying to source the equipment from elsewhere and means we have ready access to respond to these referrals as and when they come in. ”

Two barbecues purchased for use by the residents on Russell Clinic at Wonford House in Exeter to encourage patients to come out of the ward environment

The barbecues give the residents a reason to use the outdoor space and join in social gatherings to help improve their mood and mental health. Secretary Melanie Josline said:

“ We did not have enough funds in our own ward budget to be able to buy such items. Access to the charitable funds was a fantastic opportunity for us to be able to improve the experience for the residents on our ward. Part of the work we do on Russell Clinic is to re-equip people with lost skills and gain new ones. Having the barbecues adds a different dimension to the usual cooking skills we teach and we have seen people who are not usually interested in social gatherings or cooking, join in. They will therefore be beneficial to all residents coming through Russell for years to come. We also hope to use them for many events in the future including fundraising for Charitable Funds. ”

Improving environments

Sensory Rooms to support Patient Care

Money raised via the Santa Run in December 2019 was used to create a sensory gym at Langdon Hospital, Dawlish. This provides a low-level stimuli area, which supports our harder to engage patients and includes activities like stretching groups, injury rehab, Thai chi and yoga. Jack Phillips, Lead Physical Health Practitioner said:

“ For the past three years the physical therapies team have organised a Santa Run for patients and staff. We’ve also worked closely with local and national businesses and have raised over £5,000. Some of this money was used to create an active sensory room to run sessions such as Yoga, Tai Chi, stretching and active relaxation groups, as well as unique 1-1 work. This has enabled our team to reach out to the harder to engage patients. By creating new sessions, we can keep our patients engaged in physical activity, which provide significant benefits to recovery and wellbeing. With Charitable Funds we have been able to add this great addition to our service, which has been welcomed by our patients. ”

Supporting People who use our Services

Patient Swims to Support Devon Partnership NHS Trust

Daisy Atkins took on the Exmoor and Dartmoor Open Swims in 2019. She said:

“ Having been a Devon Partnership NHS Trust patient for a few years, including an inpatient stay, it seemed only right to raise money for the organisation that saved my life. I am an avid wild swimmer, so taking on a swimming challenge seemed like the way to go about fundraising. I decided on the Dartmoor and Exmoor swims because both moors have a special place in my heart, and they celebrate some of the most beautiful places in the West Country. ”



Music on our Older People Wards

Donations have provided Franklyn Hospital, OPMH (Older People Mental Health) with a range of activities including museum visits, print work sessions and live music performances from bands such as Sounds Easy. The band plays covers of songs that the patients enjoy and they take requests from the audience. On one occasion there were people clapping and singing along and even some people up dancing to the music. Alex Turner, Occupational Therapist said:

**“ It helps to uplift people’s mood and helps them reminisce
about happy times in their lives. ”**

Horsemanship for Health sessions for Patients on The Cedars, Exeter

As part of the occupational therapy journey, our staff ensure that care is client centred and has a meaningful impact on personal recovery. One of the patients on the adult mental health ward at The Cedars expressed their love of horses and, using charitable funds, we were able to pay for equine assisted therapy. Eduard Heard, Occupational Therapist said:

**“ We wouldn’t have been able to afford to carry out this therapy
normally, due to the cost of the sessions. Having charitable funding
has allowed our patients to have this opportunity, which has been an
invaluable experience. ”**

Supporting staff

Taking on a Challenge

Natalie Duncan, Senior Psychological Wellbeing Practitioner at TALKWORKS took on a 15,000ft skydive and said:

“ I did this challenge to highlight that anxiety and depression are completely normal, I am definitely going to be feeling panicky! But I know the steps to help manage and overcome those fears and emotions. TALKWORKS can teach you those steps too, so you can use them in your own life. ”



Kira Cox, Staff Nurse at Learning Disability Inpatients recently completed her jump and raised an incredible £770. She said:

“ The experience was amazing, everyone needs to do it!! Such an amazing sense of freedom and going through a cloud was a very strange feeling. I wanted to do this to support learning disability and mental health. Even though I raised just a small amount in the grand scheme of things, the money I did raise could provide someone in our service with the opportunity to do something that is meaningful to them, possibly alter the aesthetics in one of our units to provide more comfort, or even just help provide some equipment. ”

Training

Donations supported a one-day training course in Compassionate Leadership or older people mental health inpatient managers

Managers from the Older People mental health service participated in a one-day training course on Compassionate Leader with input from the Quality Improvement team, looking at ways as to how the team can work more effectively together.

The funds enabled inpatient managers to go off-site for a challenging and uninterrupted day of enquiry and team building. Twenty two senior staff from OPMH wards attended, including ward managers, deputies, occupational therapists and consultants. The feedback received post training day was very good and the workshop was part of ongoing work within Inpatients on the theme of staff togetherness, aimed at strengthening teams, making a happier, more resilient workforce and improving patient care.

Pioneering services

Community

Our activities have drawn us closer to the community and the money raised has allowed us to offer a pioneering service such as Little Bluebells. Little Bluebells was set up to support parents in the Torbay and South Hams areas with their emotional wellbeing during pregnancy and up to two years after birth.

Without access to our charitable fund, Little Bluebells would not have been able to provide its vital group programme, which gives mums the skills and strategies to cope. By meeting with other people in a similar situation and having some valuable 'me time', women can begin to feel more positive about life as a mum and realise they are not alone in feeling the way they do.



Supported a pilot new recovery library and drop-in hub in Honiton

As well as creative activities, a drop-in hub offers information about mental health services, the available courses on offer and access to a mobile library of books for mental health and wellbeing. Caroline Nicholson, Devon Recovery Learning Community Manager said:

“ This was made possible with the support of the organisation’s Charity and the generous donations from individuals ”

Art and Recovery

Supported an Environmental Art Therapy Pilot

The pilot group set out to address the needs of individuals experiencing difficulties in connecting and coping with major changes within themselves, their relationships and the world around them. It was particularly intended for individuals with severe and enduring difficulties around loss, life-transitions and disconnection from society, as well as themselves. The aim is to improve psychological and physical wellbeing through engaging in psychotherapeutic activities focusing on the interaction between humans and the natural world.

William Secretan, Art Psychotherapist said:

“ This has been an incredibly innovative and ground-breaking project. Not only has the pilot had a profound and potentially life changing impact on the clients who took part but it has also been a truly cutting edge initiative for Devon Partnership NHS Trust, pathing the way for new approaches in psychological therapy that respond directly to the most important global issue of our time ”

COVID-19

On the 23 March the government announced lockdown measures due to the spread of COVID-19. This has had a significant impact on our services, our staff and the patients we care for. While this is a physical health emergency, it is also a mental health emergency and it has never been more important to look after our wellbeing.

The response from the community with regards to fundraising, donations and gifts has been overwhelming. Our Charity has seen a significant increase in both fundraising activities and money raised. As a result of this, the Charity launched an appeal in early April.

This will provide a platform to enable us to better engage with our supporters, show our commitment to staff and patients, and provide those special extras not available from the NHS.



COVID-19 CHARITY APPEAL

Future Activity

2020/21 promises to be another exciting year in the growth of our Charity, which will include:

- Formal launch of the Charity's new brand-identity
- A public fundraising appeal to support a significant project
- Introducing better ways in which donors can engage and support
- Granting more wishes to enhance the organisation's services
- Working with NHS Charities Together in its COVID offering to staff and patients

The success we are beginning to see in the last year demonstrates how, with people's help, we can make a difference to those with mental health and learning disability needs.





Finance Report

Income for the year ended 31 March 2020

In the 2019/2020 financial year the Charity had incoming resources of £24k made up of £13k of donation income, £7.5k from fundraising activities, £2k from investments and £1.5k from Gift Aid.

The Charity has increased its presence across the organisation in year with 16 fundraising events held in year (14 in 2018/19) which has contributed to income raised. This reflects the period of consolidation referred to by the Chair and puts the Charity in a good position to respond to the Community Response to COVID-19 during the year-ahead.

Expenditure for the year ended 31 March 2020

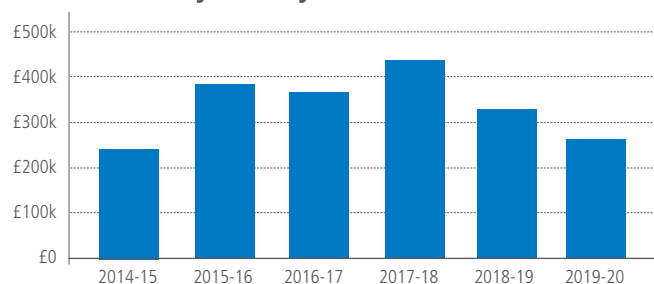
During 2019/20, the Charity, excluding administration and support charges, spent £38k on charitable activities supporting patients' welfare, amenities, staff training and development.

£9k was spent on furnishing sensory rooms for ASU and Langdon, £5k on supporting art groups, a drop in hub and environmental art therapy for patients. The Charity also financed Little Bluebells crèche facilities through the year. Other examples of how this money has been used can be found elsewhere in the report.

The net administration charge for the year was £57k. Other expenditure includes the Charity's contribution toward the fundraiser's salary, the Trust's administrative charge for services provided and a contribution to Hey Smile, a specialist Charity who are helping develop the identity and strategy for the Charity. The Charity paid a balance of £99k to the Devon Partnership NHS Trust for transactions undertaken through the Trust accounts payable function, including £1.2k for the statutory audit fee.

Staff contributions to training and development are available to the value of £200 to assist with the funding of away days to further educate staff, thereby promoting efficient performance of their duties.

Fund balances year on year



The Charitable fund balances at 31 March 2020 were £264k incorporating net spend of £72k from the end of the 2018 / 2019 financial year.

Removal of restriction for endowment funds

The Corporate Trustee successfully submitted a signed resolution under section 275 of Charities Act 2011 to the Charities Commission in June 2019 to amend the objects of two endowment funds (North Devon Psychiatric and Smythe Capital in Perpetuity) and their associated income funds to general purpose funds increasing the Charity's general fund by £48k.

The Corporate Trustee felt the original purpose for these funds was no longer valid and through the transfer of the endowments to more general-purpose funds they will be able to carry out their purposes more effectively.

Structure, Governance and Management of the Charitable Funds

The Charity was created by Trust Deed on the 25 June 1996 when it was named as the Exeter & District Community Health Service Charitable Funds. In February 2009 it was renamed Devon Primary Care Trust Charitable Fund and Other Related Charities and on 8 March 2013, the Charity was transferred to Devon Partnership NHS Trust, who assumed Corporate Trustee status from that date, with the Charity being renamed Devon Partnership NHS Trust Special Charity in April 2013.

Within the Charity are a number of earmarked (designated) funds relating to particular wards and departments. The Charity manages spending through Fund Managers for each Directorate to spend in accordance with agreed authorisation limits. Fund Managers for each of the designated funds manage these funds on a day-to-day basis within the standing financial instructions, standing orders and powers of delegated authority set by the Corporate Trustee. The Trustee oversees the management of the funds and has the authority to amend a fund purpose or amalgamate funds under a de-minimis level.

The Corporate Trustee is Devon Partnership NHS Trust. The Executive Directors and Non-Executive Directors of the Trust Board share responsibility to ensure that the NHS body fulfils its duties as Corporate Trustee when it manages the charitable funds. The Chairman and Non-Executive Directors are appointed by NHS Improvements. The Chief Executive and Executive Directors are appointed by the Board.

During the year, the Board of Devon Partnership NHS Trust on behalf of the Corporate Trustee, has

delegated responsibility to manage the charitable funds to the Charitable Funds Committee. This Committee has delegated powers to appoint other committees as required and set up a Fundraising Committee during 2017-18.

The Director of Finance and Strategy is responsible for the day-to-day management and control of the administration of the Charitable Fund. The Director of Finance and Strategy has particular responsibility to ensure that the spending is in accordance with the objects and priorities agreed by the Charitable Funds Committee and the Board; that the criteria for spending the charitable monies are fully met; that full accounting records are maintained; and that devolved decision making or delegated arrangements are in accordance with the policies and procedures set out by the Board on behalf of the Corporate Trustee.

The Charitable Funds Committee is in place to co-ordinate the provision of assurance to the Board of Directors, that the funds are accounted for, deployed and invested in line with legal and statutory requirements. The Committee ensures the stewardship and effective management of funds which have been donated, bequeathed and given to the Devon Partnership NHS Trust Special Charity for charitable purposes. In addition the Committee reviews the Charity's investment Strategy and ensures the investment of funds is ethical and compatible with the objective of improving health and healthcare, in accordance with its investment policy. The Committee approves items of expenditure that exceed the delegated limits in accordance with the Terms of Reference.

Corporate Trustee:

The Corporate Trustee for Devon Partnership NHS Trust Special Charity are the voting Board members of Devon Partnership NHS Trust. Sentence re Directors who served to continue as usual.

The Directors who served Devon Partnership NHS Trust during the financial year ended 31 March 2020 are as follows: -

Julie Dent	Chair Non-Executive Director retired March 2020
Andy Willis	Chair Non-Executive Director appointed March 2020
Melanie Walker	Chief Executive
Sue Smith	Chief Operating Officer
David Somerfield	Medical Director
Phillip Mantay	Director of Finance and Strategy
Chris Burford	Director of Nursing and Professions appointed November (following period as interim Director of Nursing and Professions)
Paul Keedwell	former Director of Nursing and Professions retired April 2019
Mary Moore	Non-Executive Director
David Gebbie	Non-Executive Director
Gerry Marshall	Non-Executive Director
Ian Turner	Non-Executive Director
Martin Beaman	Non-Executive Director appointed July 2019

Combined Fundraising / Charitable Funds Committee

The Board members delegate day to day responsibility for Charitable Funds to the Charitable Funds Committee. During the year ended 31 March 2020 the membership of the Committee consisted:

David Gebbie	Non-Executive Director
Phillip Mantay	Director of Finance and Strategy
Sue Smith	Chief Operating Officer

Relationships with Related Parties/External Bodies

Bluebell Care Trust (registered Charity 1136818) has continued to work in partnership with Devon Partnership NHS Trust Special Charity in relation to the Little Bluebells project during the year ending 31 March 2020. The Little Bluebells project aim is to support postnatal emotional wellbeing. The project is jointly funded by the 'Little Something Fund' £43,670 and Bluebell Care Trust £120,000 for a period of two years. At year end, the fund was fully utilised. The project will continue to operate moving forward by Bluebell Care Trust.

Devon Partnership NHS Trust Special Charity maintains close links with staff and patients across the Trust in order to support service users and supplement staff training and development.

The Corporate Trustee is a member of the Health Financial Management Association and receives regular updates and bulletins on matters affecting NHS Charity funds from the HFMA Charitable Funds Special Interest Group.

The Charitable Funds Committee and Corporate Trustee are made up of Trust Board members of Devon Partnership NHS Trust. The business of the Charity is dealt with separately from that associated with exchequer funds, for which Trust Board members are also responsible. Declarations of personal interest are made; these are available for public inspection by application through Devon Partnership Trust.

The Charity did not pay any expenses during the year to any member of the Devon Partnership Trust nor to any member of the Charitable Funds Committee and members did not receive any honoraria or emoluments from charitable funds in the year.

Trustee Induction and Training

All Charitable Fund Committee members can access external training, are guided by the Healthcare Financial Management Association charitable funds literature, receive updates on charitable funds and fundraising policy through Committee meetings and can access professional advice if considered appropriate.

Training material is available for new Executive and Non-Executive Directors on their responsibilities as Board members of the Corporate Trustee of Devon Partnership NHS Trust Special Charity. This will include an introduction to the objectives, scope and policies of the Charitable Funds and training more generally regarding NHS Charitable Funds.

Investment Policy and Performance

The Charity's investment powers are broad but subject to a restriction that no speculative or hazardous investments, specifically futures or traded options, are allowed.

The Charity reviews its investment decisions annually. Currently the approach is risk averse and includes placing monies on deposit for one year.

Reserves Policy

Following a review of the guidance set out in the Charity Commission booklet CC19, Charities' reserves, the Trustee has revised the Charity's reserve policy.

The Trustee has established a reserves policy as part of their plans to provide long term support to its associated NHS Trust for high-profile campaigns, and other planned expenditure.

The Trustee calculates the reserves as that part of the Charity's unrestricted income funds that is freely available after taking account of funds that have been earmarked for specific building or major equipment purchase. Unrestricted reserves at 31 March 2020 currently stand at £263k.

The trustees have no material recurring commitments for which it would be prudent to hold reserves against uncertainties.

Grant Making Policy

The Charity has issued restricted grants previously. Where relevant these are disclosed under **'Relationships with Related Parties/External Bodies'** section. The Charity has not paid any grants during 2019/20 (2018/19 – none).

Risk Management Policy

The Corporate Trustee has drawn up a Risk Management Policy. This Policy details the process to be used in identifying risks and controls, assessing risks and evaluating the actions required. This information is consolidated onto a Risk Register.

The major risks, to which the Charity is exposed to have been reviewed and systems have been established to mitigate those risks. The Charitable Funds Committee on behalf of the Trustee has established review processes to mitigate these risks

Signed: (Trustee)

Date:



Charity details

Charity name:

Devon Partnership NHS Trust Special Charity

Address:

Wonford House
Dryden Road

Exeter

EX2 5AF

Email: dpn-tr.charitablefunds@nhs.net

Registration number: 1056669

Finance Team

Louise Watts – Charitable Funds Accountant

Sophie Hudson - Assistant Charitable Funds Accountant

Fundraising Team

Daniel Robson – Head of Fundraising

Bankers

Barclays Bank PLC

3 Bedford Street

Exeter

EX4 3LL

External Auditors

PricewaterhouseCoopers LLP

2 Glass Wharf

Bristol

BS2 0FR

www.dpt.nhs.uk/charity

If you require this leaflet in a different format or language please ask a member of our staff.

If you would like to provide feedback about our service please contact:

Patient Advice and Liaison Service (PALS)

Devon Partnership NHS Trust
Franklyn House
Franklyn Drive
Exeter, EX2 9HS

t: 01392 675 686

e: dpn-tr.pals@nhs.net