



NHS

Devon Partnership
NHS Trust

Devon Partnership NHS Trust

Special Charity

Annual Report

2018/19



Supporting you to live well

You can see a copy of our Special Charity Annual Report 2018/19 at **www.dpt.nhs.uk**
If you would like a hard copy, please call **01392 208700**.

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“ We want a charity which we can be proud of, that continues to change people’s lives and brings us even closer together. ”

Introduction

2018/19 has been an exciting time to be Chair of the Charitable Funds Committee, with a year of many milestones. These include:

- 10 brave fundraisers skydiving from 15,000ft raising over £6,000
- The first Ready, Steady, Bake fundraiser held at various locations across the organisation, raising £550
- The development of our online presence: www.dpt.nhs.uk/charity
- The appointment of our charity fundraiser who has been in post for 12 months.

“ We are beginning to see our charity find its place within Devon Partnership NHS Trust, with more people aware of how the charity can make a significant contribution to the Trust’s offering. ”



To keep this momentum going we have retained the support of the Smile Foundation, an organisation which has an exceptional track record developing other NHS Charities. Smile is working alongside our fundraiser to develop our strategy to take the charity to the next stage. In 2019/20 you will see the development of a new brand for our charity, the launch of our first appeal and the introduction of a platform called ‘Wishes, Hopes and Dreams’ which allows anyone to make suggestions that will ultimately benefit the people who use our services. 2019 will be a defining year and we are excited with our plans to help shape the future of our charity.

David Gebbie
Chair of the Charitable Funds Committee

“ 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 ”

Ready Steady Bake



About our Charitable Work

Our charity is funded by donations received from people who use our services, 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 and nationally. The funds raised make a difference to the people we care for and provide a platform which encourages recovery, wellbeing and draws 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, the purchase of 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** - not routinely provided by the NHS
- **Supporting Research** - in the field of mental health and/or learning disability
- **Supporting Pioneering Services** – identifying and contributing to innovative, ground breaking clinical projects not currently funded by the NHS.

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 2018/19 our fundraising activities included the following:

Providing Equipment

Santa Run at Langdon raised more than £2,000

In December 2018, 87 Santas descended on Langdon Hospital in Dawlish and despite the wet weather raised money to help sports activities in secure services. It was a fantastic morning full of fun and festive fancy dress.

Organiser Jack Phillips and the Sports Team would like to thank everyone who was involved in making this happen for the second year in a row, raising over £2,000 with the kind support of Barclays match-giving.

Jack said:

“ The effort that people went to and the generosity on the day was incredible and has enabled us to not only provide vital funds to improve our service, but also gave our patients a real sense of achievement from taking part. This event is only possible because of the dedication of people that promote, sponsor, volunteer and who ran the course at Langdon. ”

Together we can make a difference to the people we care for.

Sarah Burford, Managing Partner for Secure Services said, “It was wonderful to be involved in the run. What’s not to like about running dressed as a Santa with supplies of chocolates and water on route, even if the route seemed tougher this year! It was great to see Jack and the team’s passion and determination to raise money for their service, which positively impacts recovery and wellbeing. Not only did they organise a professional, fun and safe event, but they also secured over 100 incredible prizes for a raffle to raise additional income for the day. A huge well done to everyone involved.”



Langdon Santa Run

“ It was wonderful to be involved in the run. What’s not to like about running dressed as a Santa with supplies of chocolates and water on route, even if the route seemed tougher this year! ”

Sarah Burford
Managing Partner for Secure Services

Early psychosis team raised more than £300

The Torbay, South and West Specialist Team for Early Psychosis (STEP) raised over £300 to buy a computer games console. They wanted to trial a specific game with people who use their service and their families to help educate and discuss psychosis in a therapeutic environment, with the explicit aim of aiding recovery and relapse planning. This innovative approach to treatment is exactly the sort of funding that the charity could and should support going forward.

Improving Environments

Hospital Rooms

Hospital Rooms is an arts and mental health charity that believes all people in mental health hospitals should have the freedom to experience extraordinary art. Through charitable funds projects, we were able to help support this arts initiative at both Jasmine Lodge, our new Mother and Baby unit (MBU), and The Junipers Psychiatric Intensive Care Unit (PICU), both located in Exeter.

Dr Jo Black, Perinatal Consultant Psychiatrist says:

“ We were thrilled to work with the artists in this Hospital Rooms collaboration. Access to art on the MBU and PICU can be one of the ways we can provide hope, humanity, compassion, reassurance and reflection for those in dark and troubling times in their lives. Given the strong Arts communities in Cornwall, Somerset and Devon we also hope that the Hospital Rooms Project will give us another way for our mental health community to connect with the arts within our region in a wider way ”

All the senses are affected by mental ill health. For example, for those experiencing psychosis, noises and colours can be brighter, more vibrant and sometimes potentially frightening. For those in deep depression, the sense of taste can be completely absent, the world looks duller and physical touch becomes less comfortable.

These enhancements to our patient environments provide areas that support the recovery and wellbeing of the people using our services.



Kristina Pill

Skydiving

In February 2019 Kristina Pill took on the 15,000ft skydiving challenge to support our charity and raised an impressive £555. She said:

“The jump was incredible, it was a beautiful day and knowing so many people had sponsored me to do it, I just couldn’t let myself get nervous and I enjoyed this once in a lifetime experience”

Kristina would like to use the money she has raised to help TALKWORKS in Exeter improve the environment for people using the service.

Ten people took to the skies in the last year and raised over £6,000.



Derek Weeks

Supporting People who use our Services

Derek thanks staff for saving his life and raised £325 for The Cedars

Derek Weeks was a patient at The Cedars* who took on the challenge of walking 177 miles along the Offa's Dyke to raise money for this vital service. Derek said:

“ I’ve chosen to support The Cedars in conjunction with this walk because the staff there mean so much to me and will always be a significant part of my life going forward. Doing this walk is a very important step on my road to recovery; to demonstrate how far I’ve come and provide a massive sense of achievement. ”

* The Cedars provides psychiatric inpatient care for people aged 18 years and over with mental health needs.

East Devon Dance Academy supports Jasmine Lodge MBU

A 'Spooky Dance Off' raised an incredible £250 for Our Charity's Little Something Fund, which supports our perinatal services. Lucie Welsman, co-owner of the East Devon Dance Academy decided to support us after finding out a friend had used our services after having her second child.

In conjunction with Halloween the academy arranged an open class for all of their students. Everyone dressed up, warmed up and learnt a new routine. All proceeds from the class went to support pregnant women and new mothers, their babies and families during these difficult times.

Lucie said:

“It was emotional to find out about a friend’s struggle, but lovely to hear how amazing the unit was and how much support she had. It was at that point I decided I wanted help to ensure other families have access to this vital service and I’d like to get more involved in the future”



Small changes, big difference!

The enhancements that our charity is able to make above and beyond NHS funding means a lot to our patients' wellbeing and recovery. A small gesture, such as delivering Christmas presents to those on Haytor ward at Torbay hospital, can make all the difference when away from friends and family over the festive period. A big difference was made by installing Sky Sports at Dewnans Centre, our medium secure unit based in Langdon Hospital. The addition of the sports channel brought people together socially and improved the mood on the ward.

Supporting Staff

Laughing Yoga on Beech Ward, Torbay Hospital

Laughing yoga brings a therapeutic experience to both staff and patients alike. This type of yoga is based on the belief that voluntary laughter provides the same physiological and psychological benefits as spontaneous laughter.

Supported by charitable funds, staff and patients on Beech Ward at Torbay Hospital, the older people's mental health ward, got the chance to participate in these sessions together which:

- Promoted wellbeing
- Positively enhanced mood
- Reduced stress
- Built relationships
- Improved health, for example, strengthening one's immune system.

Sally Pritchard, Ward Manager at Beech Unit said: "We are grateful for these additional funds so we can provide our staff and patients with a unique experience as part of their wellbeing and recovery."

Pioneering Services

Interserve raised more than £2,800

Interserve, the international support services and construction group, raised a total of £2,831 for our charitable funds. Interserve helped build Junipers, the new Psychiatric Intensive Care Unit (PICU), and Jasmine Lodge Mother and Baby Unit (MBU), based in Exeter. The money raised will help provide world-class specialist mental health care for people from Devon and the wider area.

The two new-builds mean that people in Devon requiring inpatient care and treatment can now be looked after locally – which is one of the Trust’s major priorities. Previously, people requiring a stay in PICU or the MBU had to travel outside the area – often very long distances – which can be traumatic for them and for their families and loved ones.

To celebrate completion of the projects, the site team from Interserve Construction presented the Trust with a cheque for £2,831 following their fundraising efforts.

Bob Rouse, senior project manager, said:

“ The new standalone 10-bed, mixed-gender, PICU, with associated care and consulting rooms, will significantly improve the care and treatment available to people locally as well as across Devon, Torbay and Plymouth. Whilst working on the two projects, our team was keen to support the Trust further through various fundraising methods - including team building events, kart racing, barbecues and donations from our fantastic supply chain ”

Little Bluebells helping mums and dads in Torbay and South Hams

Working in partnership with Bluebell Care, Little Bluebells was set up to support parents with their emotional wellbeing, during pregnancy and after delivery, for up to two years post-birth in the Torbay and South Hams areas.

Little Bluebells Torbay is funded by the charities Little Something, a charitable fund which supports our perinatal services.

Bluebell Care was established seven years ago and is based in Bristol. They have won positive practice mental health awards and receive funding from Sports Relief, Comic Relief and the National Lottery.

Without access to charitable funds from Devon Partnership NHS Trust, Little Bluebells wouldn't have been able to provide its vital group programme, which gives mums the skills and strategies to cope. The hope is that by meeting together with 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.



Future Activity

Our ambition is to establish our charity as one of the leading sources of support for mental health and learning disability causes in the county. 2018/19 was a year of great progress for our charity, with an increase in awareness and the beginning of fundraising activity. We shall continue to work with the Smile Foundation to help implement our strategy and brand.

Working alongside our Head of Charity Fundraising and with involvement from key stakeholders and supporters our aim is to achieve the following in 2019/20:

- Develop a strategy and brand for our charity to include its vision, mission and values
- Write a core case for support
- Develop and implement a launch plan for the new brand in line with an appeal
- Target and approach other trusts, organisations and grant providers.

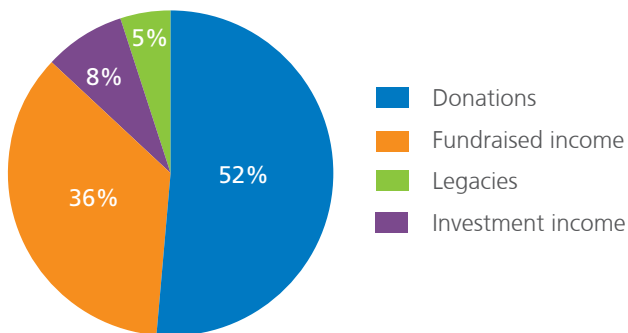




Finance Report

Income for the year ended 31 March 2019

DPTSC Charitable Fund Income 2018/19



In the 2018/2019 financial year the charity had income resources of £31k made up of £16k of donation income, £11k from fundraising activities, £2.4k in legacies and £1.4k from Gift Aid.

The Charity has increased its profile across the Trust this year with 14 fundraising events held during the year, compared to 4 in 2017/18. This has contributed to the overall income raised. Income has reduced from 2017/18 by £135k. However, this was due to the receipt of a couple of exceptional items in 2017/18, including a one-off legacy received for the benefit of dementia patients and receipt of a grant from the Department of Health and Social Care.

Expenditure for the year ended 31 March 2019

During 2018/19, the Charity, excluding administration and support charges, spent £73k on charitable activities supporting patients' welfare, amenities, staff training and development.

A large proportion of this was spent on Hospital Rooms artwork for Jasmine Lodge MBU, a new-build to create a welcoming environment for patients and visitors of the service.

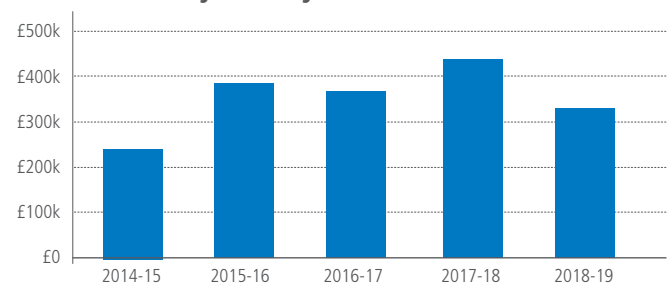
The net administration charge for the year was £61k. Other expenditure includes the Charity's contribution towards the fundraiser's salary, the Trust's administrative charge for services provided and fees paid to the Hey Smile Foundation, who are helping develop the identity and strategy for the Charity. The Charity paid a balance of £127k to 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 teams to the value of £200 to assist with the funding of away days to further educate staff, thereby promoting efficient performance of their duties.

Trust Fund Balances

The charitable fund balance at the end of the 2018/19 financial year was £336k. This is a £103k decrease from the 2017/2018 financial year.

Fund balances year on year



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-minimus 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 is responsible for the day-to-day management and control of the administration of the Charitable Fund. The Director of Finance 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 is Devon Partnership NHS Trust.

The Directors who served Devon Partnership NHS Trust during the financial year ended 31 March 2019 are as follows:

Julie Dent	DPT Chair
Melanie Walker	Chief Executive
Liz Childs	Non-Executive Director
David Gebbie	Non-Executive Director
Gerry Marshall	Non-Executive Director
Mary Moore	Non-Executive Director
Ian Turner	Non-Executive Director
Sarah Brampton	Director of Finance
Paul Keedwell	Executive Director of Nursing and Practice
David Somerfield	Medical Director
Helen Smith	Director of Improvement
Susan Smith	Chief Operating Officer / Director of Workforce
Phill Mantay	Director of Strategy and Business Development / Interim Director of Finance

Charitable Funds Committee

During the year ended 31 March 2019 the membership of the Committee was made up as follows:

David Gebbie	Chair of Charitable Funds Committee
Mary Moore	Vice Chair of Charitable Funds Committee
Ian Turner	Associate Non-Executive Director
Robin Aitken	Associate Non-Executive Director
Phill Mantay	Director of Strategy and Business Development / Interim Director of Finance
Fiona Barr	Corporate Governance Advisor
Sarah Brampton	Director of Finance
Lisa Crockford	Senior Financial Accountant
Abbie Webber	Financial Accountant
Amanda Woodward	Assistant Management Accountant
Daniel Robson	Head of Charity Fundraising
Susan Smith	Chief Operating Officer / Director of Finance
Jo Black	Perinatal Consultant
David Somerfield	Medical Director
Eileen O'Hara	Bank Peer Trainer

Combined Fundraising / Charitable Funds Committee

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.

Following the appointment of a Charitable Fundraiser in February 2018, new Executive and Non-Executive Directors will receive regular training 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, Charity Commission information on Trustee responsibilities, copies of the previous years' Trustees' Annual Reports and Accounts and a copy of the governing documents for the constituent charitable funds. Induction information will be provided for new members of the Charitable Funds Committee.

Relationships with Related Parties/External Bodies

Bluebell Care Trust (registered charity 1136818) has been working in conjunction with Devon Partnership NHS Trust Special Charity in relation to the Little Bluebells project during the year ending 31 March 2019. 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, creditors of £8,359 related to outstanding creche fees for the little Bluebell project.

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.

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.

Grant Making Policy

The charity has issued a restricted grant during the year as detailed under the 'Relationships with Related Parties/External Bodies' section of this report.

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 are £320k at the end of 31 March 2019.

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

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:

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Exeter

EX2 5AF

Email: dpn-tr.charitablefunds@nhs.net

Registration number: 1056669

Finance Team

Abbie Webber – Charitable Funds Accountant

Sophie Hudson - Assistant Charitable Funds Accountant

Fundraising Team

Daniel Robson – Head of Fundraising

Advisors

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External Auditors

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BS2 0FR

www.dpt.nhs.uk/charity

If you need a copy of this document in a different language or format,
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