

Annex A

Yorkshire Ambulance Service Charitable Funds

Initiatives supported 2016-17

Status: Subject to review and confirmation by the Committee

Purpose of document

This document provides a list of the general initiatives the Charity will support during the year, the planned budget for each, the criteria that will be used to make decisions on expenditure and to decide if applications should be approved, declined, or referred to the sub-committee for a decision.

Each category sets out the criteria that, if met, will allow funding to be provided without further reference to the Committee or sub-committee. Where those conditions are met, and this has been recorded and documented using form A, attached, then funding will be released on the basis that the decision has already been taken to support that activity. In all other cases applications will be referred to the fund raising and expenditure committee, or full Charitable Funds Committee, as appropriate.

Once completed, Form A will be approved by the Head of Financial Services for amounts up to £5,000, up to an aggregate total for each remit as set out in this document, or jointly by the Head of Financial Services and Associate Director of Finance if between £5,000 and £10,000, up to the aggregate total for each remit.

Note that this approval is to confirm that the expenditure involved is consistent with the guidance set out above, not to make the decision to incur that expenditure.

Individual items of expenditure above these limits, or changes to the planned expenditure for each remit, must be confirmed by the sub-committee or full committee.

Yorkshire Ambulance Service

Financial Strategy 2016-17 to 2019-20

The Charities policy on Investment, Reserves and Disbursement is that up to 90% funds raised in year should be spent or committed within the year, where possible, unless being accumulated for a future project, subject to retaining sufficient reserves to cover running costs for a period of between 18 to 24 months.

Based on the last two years this would equate to expenditure of around £120,000 per annum. The Charity has accumulated funds of over £300,000, our strategy is to apply these funds on projects that support the charities aims and reduce the balance of funds to a level in line with the overall policy by the end of 2019-20 (three years)

The initial twelve month plan for 2016-17 is set out below. This will be reviewed and modified by the Committee, based on reflect recommendations from the fundraising and expenditure committee, as the year progresses.

Charitable Funds Expenditure Strategy for 2016-17

Remit 1. Community Education and Engagement

Budget for 2016-17: £70,000 including £1,800 marketing budget

Scope: To support education, awareness and training events that align with the goals of the charity. This will specifically include support for the “Restart a Heart” event, and for related activities that will support the aims of the Ambulance Service, as set out below.

Expenditure in this remit will include support for work in the following areas:

- Public Health
- Education for Schools (including schools branded resources tailored for each school engagement/assemblies)
- Alcohol & Drugs awareness Talk/Sessions/Resource Pack
- Elderly Awareness/Helping Elderly in the community
- Re-Start a Heart
- Domestic Abuse
- Babies First Aid

This remit includes a marketing budget of £1,800 per year (to be reviewed every 6 months)

Approval Criteria

Individual items of expenditure within this remit this group to be approved by the fundraising and expenditure sub-committee.

Remit 2. Defibrillators and related equipment

Budget for 2016-17: £40,000 (to be increased following confirmation of the three year plan for expenditure)

Scope: Provision of Public Access Defibrillators with the area supported by Yorkshire Ambulance Service.

This includes paying for the purchase and installation of Community Public Access Defibrillators, and providing cabinets to allow access to existing Defibrillators.

Approval Criteria

We will use guidance from the YAS Community Resilience Team to identify suitable proposals for installing defibrillators and providing cabinets for these, and will prioritise these in line with recommendations from that team.

Criteria for direct approval

1. The Community Resilience team support the proposal
2. Matched funding has been confirmed, or
3. The location would be a priority to locate a CPAD, but there is no local organisation or sponsor to generate funds. In other words, where a key location would be appropriate, the Charity may pay the full cost.
4. The cost is in line with current prices

Community Support

Budget for 2016-17: £40,000

Scope: Equipment and training to support the work of BASICS Doctors and the Yorkshire Air Ambulance where this is not covered by NHS provision.

Approval Criteria

Training or equipment that supplement or extend the range and scope of services we provide to those in need of urgent care, beyond that funded by the NHS. This specifically includes support for BASICS doctors and the Yorkshire Air Ambulance, but will also include any other similar or related services.

Criteria for direct approval

1. The lead BASICS doctor supports the proposal, and confirms that the equipment or training will supplement rather than substitute for provision made through the NHS
2. Any equipment is on a list of suitable kit to be provided by the lead BASICS doctor, and if not purchased through Trust processes, the cost of that equipment is in line with current prices through those processes.

Jo Wilson has contact the Chairman of YAS BASICS for his wishlist of items you would like to be funded (no figure has been given)

The paper from Ian Walton regarding lightweight defibs to be circulated outside of Committee for a decision. This does not have to be for the full amount – a part donation could also be given.

Remit 3. Benevolent Fund (including Employee well being)

Budget for 2016-17: £25,000

Scope:

To support serving and former ambulance staff and their families in time of hardship or crisis through improving wellbeing. This may include providing support for medical equipment, adjustments to accommodation, and respite care. The list is not exhaustive.

Approval Criteria

To be confirmed – see below.

Criteria for direct approval

1. To be confirmed. It is recommended that an accelerated process for payments of up to £750 be established, as being able to respond quickly to need is likely to be characteristic of this kind of support.

Note: This area is under review – see separate discussion

Remit 4. Unplanned initiatives

Budget for 2016-17: £20,000

Scope:

To provide scope to respond to unplanned opportunities that support the Charities aims and objects

Approval Criteria:

All such applications to be considered by the fundraising and expenditure sub-committee.