



Carlton Hayes

Policy Statement

Carlton Hayes Mental Health Charity is a Charitable Trust which is registered at the Charity Commission under Registered Charity Number: 219783

Postal Address:

Carlton Hayes
Mental Health Charity
Two Carlton Square
Leicester
LE1 1QH

Policy Statement

Carlton Hayes Mental Health Charity

At the present time grants are made for patient comforts and activities both inside and outside hospital of a kind that are judged to be beneficial to patients, but unlikely to be available from the NHS. Most grants are awarded to groups of patients rather than to individuals, but there have been a number of occasions when awards have been to the benefit of individuals and we certainly interpret our Trust Purposes to allow for this.

Grants may also be given for the travelling expenses of patients and their carers, though this has occurred only rarely. We are always conscious of the need to avoid spending money which should be met from public funds.

Investment Policy

Investments of funds shall be entrusted to reputable advisors, at this time CCLA have been appointed for this purpose. It has been agreed that unless very compelling arguments emerge to the contrary, the capital funds shall not be expended, and all awards shall be made out of income generated from investments.

Investment policy shall be aimed at seeking to grow capital over time, hoping at least to match loss of value due to inflation. Otherwise than this overarching principle, maximum income will be sought so as to maximize the benefits that are available for disposal by the Trustees.

Ethical Investments will be sought; investments in alcohol related industries shall be avoided; human rights and fair trading issues will be kept in mind.

Method of Operation

1. The Trustees will work within the principles set out in the original trust purposes, but will interpret the wording to reflect contemporary considerations:

- Our geographical remit is for the City and County of Leicester and Rutland.
- Mental illness shall be deemed to include disabling mental conditions recognised in contemporary mental health care including, for example, Autism Spectrum, Asperger's Syndrome, Alzheimer's Disease, Traumatic Stress Disorder and such other conditions as may be defined in the future.
- Criteria for recognising "poverty" appropriately shall be further considered when necessary.

2. Trustees will adopt a policy that safeguards the capital at their disposal. The present Trust documentation appears to allow for the use of the endowment itself, so we do not set our faces irrevocably against using capital, though we are disinclined to do so.

3. Annual Programme. A proportion of income, at present 35% - 45% shall be set as an annual budget for the traditional type of expenditure on smaller bids. This sum has been set in the light of experience relative to the bids received. Responsibility for this "Annual Programme" shall be delegated to an administrator.

This individual would work with the CHMHC Chairman or a nominated Trustee to recommend the proposed distribution of funds and present reports on this to the CHMHC Board of Trustees, so that the work can be monitored and the policies and sums committed kept under review. All grants shall be conditional on receiving a written report of the use of the funds and the benefits there-from; should such reports not be received, the recipients will not be considered for further awards in subsequent rounds.

4. Contingency. A small sum of income, at present 10% shall be set aside for in-year urgent applications for support which may be approved between meetings, using email communication to facilitate the same process more rapidly, if necessary using Chairs action. Should this sum not be used, it will be carried forward in the succeeding year.

5. Individual Programme. A small sum, at present 5% of income shall be reserved for bids for individuals. Direct bids **from** individuals will not be considered, but should be channelled through recognised agencies so that the lack of professional expertise amongst the Trustees is unlikely to lead them to an inadvertently incorrect judgement. A protocol for bidding provides the need to ascertain:

- Family income.
- Professional recommendation.
- Value for money.

Should this sum not be used, it will be carried forward to the succeeding year.

6. Administration. Administration costs shall be minimised, aiming to be below 5% per annum. For the present, the Trustees have agreed that with the experience and background knowledge of the trust that Shakespeare's has, the firm should be retained to continue its work as the legal advisers to the trust.

7. Long Term Programme. The Remainder of the income, at present 35% - 45% should be reserved for more substantial projects, selected on a principle that we wish to achieve more strategic benefits, e.g. training of professionals, patients or carers; research; the creation of new care/treatment protocols; or to support organisations who reach larger numbers of clients.

The aim should be to achieve a long term benefit consistent with the Charitys primary purpose. The bidding process should be formalised with applicants being willing to submit to Trustee panel interviews (for which we might need to seek assistance in an advisory capacity from appropriate professional staff).

Grants might be awarded on a one off basis or committed for a longer term if the project so merited. In discussions to date we have identified the following areas of possible interest:

- Provision of finance specifically for the support of carers of persons suffering from mental illness.
- Provision of an advocacy service for patients and their carers.
- Provision of better rehabilitation services than are currently available.
- Finance research into therapeutic and/or teaching aspects of mental illness.
- Support for voluntary organisations open to the public that have the expertise to provide services for many clients. It will be especially attractive to the Trustees if support can be given to projects which might provide leverage for other funders to

be enjoined in providing support.

8. Developing a future agenda. The CHMHC Board of Trustees will continue to invite presentations to assist in developing our thinking and is always pleased to receive views and representations related to its activities.