

OXFORDSHIRE COMMUNITY FOUNDATION
TRUSTEES' REPORT

For the year ended 31 March 2012

**Oxfordshire Community
Foundation**

Financial Statements
for the year ended
31 March 2012

Charity no. 1046432

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Charity No.	1046432
Registered Office	Oxfordshire Community Foundation 3 Woodin's Way Oxford OX1 1HD 01865 798666 ocf@oxfordshire.org
President	Tim Stevenson OBE, Lord Lieutenant of Oxfordshire
Trustees	Anna Moon (Chair) Lady Stephanie North OBE (Deputy Chair) Colin Alexander David Astor CBE DL Marie-Jane Barnett Glyn Benson Ann Buchanan MBE John Hemingway Ian Lenagan Jane Mactaggart Jane Wates OBE Nigel Williams
Chief Executive	Jayne Woodley
Bankers	Bank of Scotland National Westminster Plc Barclays Bank plc
Investment Brokers	Hargreave Hale In June 2012, our investment portfolio was transferred to Brompton Asset Management
Auditors	King Loose & Co

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Constitution

The Oxfordshire Community Foundation (OCF) is a registered charity, number 1046432, governed by a trust deed dated 25 April 1995 and amended by supplemental deed dated 5 March 2012.

Chair's Summary

The Oxfordshire Community Foundation is an accredited and accountable member of the Community Foundation Network, and a trusted local partner for many familiar names such as Comic Relief and the Big Lottery.

In the UK, Community Foundations have become one of the most rapidly growing forms of organised philanthropy, with combined endowments of more than £224m and annual grant making activities of £70m.

Community Foundations are ideally placed to offer local solutions and innovations to encourage a step change in the social norm of giving as they proactively bring together those who wish to support and develop the ideas and activities of small, dynamic voluntary organisations.

Most people in Oxfordshire will have been helped or know someone who has been helped by one of more than 1800 local projects or voluntary groups which have been supported and awarded more than £3.65 million in small community grants by the Oxfordshire Community Foundation since 1995.

Following a strategic review in July 2011, OCF has been engaged in an ambitious fundraising appeal to grow the impact of its grant making activities by inspiring more people across Oxfordshire to consider the Foundation as their chosen partner to support their own charitable giving. This was the genesis of OCF's Jubilee Fund to create a lasting legacy for Oxfordshire which was inspired by the dedication and commitment Her Majesty the Queen has shown to community service and charity work throughout her 60 Diamond years.

OCF's Jubilee Fund for Oxfordshire was launched by HRH Earl of Wessex in Oxford on the 11th January 2012 and on the 25th June this year, together with OCF's Thames Valley partner Community Foundations of Berkshire, Buckinghamshire and Milton Keynes we were chosen by the respective Lord Lieutenants to host a unique Garden Party to celebrate HM The Queen's Diamond Jubilee and to raise significant sums for the Foundation's Jubilee Funds.

Running alongside our Jubilee Fund is a Community First Endowment Match Challenge which is a four year initiative backed by the Government to support community philanthropy. It enables the Oxfordshire Community Foundation to offer 2:1 match funding (£1 match for every £2 donated) until March 2015 on any charitable donations that will be used to provide long-term (endowment) support for local communities within Oxfordshire.

In June 2011, the Foundation launched Localgiving.com in Oxfordshire. Localgiving.com is a website for small, local charities and community groups providing them with an online donation platform thus helping them to raise money, awareness and support for their cause.

All donations made on Localgiving.com are processed through a local Community Foundation, which ensures any eligible Gift Aid can be reclaimed even on behalf of small unregistered

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charities. All groups appearing on Localgiving.com have been independently assessed by their Community Foundation thereby enabling donors to feel confident that monies gifted will be appropriately spent by trustworthy charitable organisations.

Following on from the success of its Surviving Winter appeal in 2010, OCF was involved in the implementation of a national campaign to highlight the issues of fuel poverty, which was launched at the House of Commons on the 10th November 2011. This campaign to help older and vulnerable people get through the winter achieved widespread media coverage and was endorsed by Saga and several high profile celebrities.

Surviving Winter was inspired by individuals who wanted to donate their winter fuel allowance to support those less fortunate who are either living in fuel poverty or vulnerable conditions. In particular, a local collaboration and partnership between several Oxfordshire voluntary organisations and charities enabled OCF to help support the work of those in our communities who are best placed to reach individuals experiencing fuel poverty, isolation and loneliness.

In January 2012 the OCF was successfully awarded funding for the next three years by the Esme Fairbairn Foundation to develop together with the Community Foundations of Berkshire, Buckinghamshire and Milton Keynes the concept of a Philanthropy Fellowship.

We are delighted to be collaborating with the Community Foundations of the Thames Valley to engage, educate and excite more people to achieve more impact with their giving by sharing experiences, resources and offers of support.

The Foundation's Philanthropy Fellowship aims to create a thriving, dynamic and connected network of people who are keen to find local solutions for many of Oxfordshire's wider social problems e.g. youth employment, an ageing population, financial poverty, becoming catalysts for the future they wish to see in their communities.

Throughout the year the OCF received funding from a number of sources including individual donors, charitable trusts, companies, schools, Community First, Sport Relief, Comic Relief and other supporters as described in the financial statements. The OCF is most grateful for their generous and continuing support.

For the year ended 31 March 2012

Vision:

To transform communities in a way that leaves a permanent legacy – helping good ideas to grow and spread to scale

Mission Statement

To increase the impact of OCF's grant making activities through our philanthropy fellowship by proactively engaging, educating and encouraging more people across Oxfordshire to collaborate and realise the full potential of OCF's various community assets and diverse resources.

The following beliefs underpin what we do:

- Participation and collaboration; no problem – and therefore no solution – sits in isolation from its social, economic or political context, exploring how to work more widely with partners across Oxfordshire is considered key to increasing our impact.
- Community Leadership; to avoid wasting precious resources OCF seeks to reward information-sharing. Our apolitical independence enables OCF to stimulate work across and between established communities in Oxfordshire even when individual interests may appear to be in conflict.

Charitable Purposes and Public Benefit

OCF raises funds in the Community to support grant making programmes which aim to improve wellbeing in the community, distributing funds as widely as possible in Oxfordshire and addressing all types of need.

In forming this opinion, the Trustees have considered the guidance issued by the Charity Commission with regard to public benefit, as set out in the Charities Act 2006. The Trustees have reviewed these objects of the OCF and are satisfied that they continue to be for public benefit.

To ensure ongoing public benefit, the Trustees are committed to the following key Strategic business objectives, which are considered critical to achieve long term sustainability for the organisation:

Operational Efficiency:

- Unrivalled expertise that establishes OCF's unique local position as a truly independent grant maker to support the needs of communities throughout Oxfordshire
- Deliver accessible and meaningful real time evaluation of the impact we are achieving

Financial Sustainability:

- Develop stronger relationships with existing and potential collaborators and supporters that will involve and engage them in shaping the long term future of the OCF
- Continue to generate revenue / grow OCF's endowment income to sustain OCF's future annual grant making and core costs to ensure on-going public benefit

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Philanthropy Fellowship:

- Inspire more people across Oxfordshire to give more effectively by sharing experiences, resources and offers of support
- Create a thriving, dynamic and connected network of people who are keen to act as catalysts to find local solutions for many of the County's wider social problems

Key Achievements

In last year's report, OCF announced a new named fund that had been set up in July 2011 for the Midcounties Co-Operative. This demonstrated a step change in our ability to collaborate on a major scale and across nine Community Foundations to develop a relationship with a Corporate Donor with philanthropic and community interests which extended far beyond our own local and county boundaries.

The anticipated impact on OCF's restricted endowment income in 2012 was significant at £383,779, an amount which would have achieved a small uplift in our total income against 2011 of £14,876 together with an additional flow through contribution of two community grant programmes with a minimum value of £45k pa.

However, whilst these endowment funds were indeed pledged and are now allocated for the benefit of Oxfordshire, we have since clarified that they remain an asset on the balance sheet of the Birmingham & Black Country Community Foundation – the Community Foundation within our partnership who leads on managing our joint relationship with the Midcounties Co-Operative.

This is obviously a material fact that needs to be considered when reviewing our total income for year ended 2012, which is reported as £385,622 but would otherwise have been stated as £769,401. The latter figure would therefore, have more accurately reflected our continued efforts in maintaining an upward trend in our income generation (2011 - £754,525, 2010 - £514,945, 2009 - £452,000).

This income supported our grant-making programme and our operational expenditure. Grants made (which are analysed in more detail in the notes to the financial statements) totalled £211,611 (2011 - £262,342). Operating costs for the year increased to £155,008 (2011 - £116,923) which includes an internal charge made in relation to management of the endowment funds of £20,000 and also reflects additional investment in our staff structure. However, since 2011 the Foundation has secured private funding to cover the salary costs of the CEO until August 2015. Further funding in March 2012 was awarded via the Social Action Fund to meet the costs of other operational staff until May 2013.

Overall, the net assets of the Foundation increased to £2,099,536, (2011: £2,067,940) mainly as a result of unrealised gains on the revaluation of the investment portfolio, which primarily represents Endowment Funds.

Plans for future periods

The OCF remains committed to an ambitious fundraising strategy to grow the impact of OCF's grant making activities. However, recent experience suggests a number of challenges which the

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Foundation, in common with many other voluntary sector organisations now faces in its drive to build up a significant endowment.

The concept of an endowment still remains an enigma for many and it would appear even the offer of our Community First Endowment Match Funding is perhaps no longer the incentive now needed to influence the decision making of many donors who are seeking a more immediate social return on their financial investment / charitable giving.

Helping donors to achieve impact is a fundamental role of a Community Foundation and together with a commitment to share knowledge and our evaluation of what works, the Trustees of OCF are keen to adopt a much broader leadership role that will engage, educate and excite everyone in our community to develop and contribute to our understanding of the following questions:

- What role can the OCF play in creating a more collective society of givers¹ where giving is the social norm?
- How can OCF as an organisation challenge the convention of charity? All charities need money but which ones are best equipped to make a sustained difference in the future?
- How can OCF further develop its skills to ensure money donated reaches the most deserving and is used to best effect?
- What innovations & alternatives can OCF offer those who do wish to support our organisation given that the economic and financial landscape is now so different from the time 100 years ago when the concept of endowment funding came about?

Such difficult yet extremely important questions seem appropriate following a summer of Team GB, the Olympics & Paralympics when the power of good news and human stories inspired us to embrace the collective, to challenge any ill-conceived and previous stereotypes we might have had and to become more curious, courageous and more connected.

In 2012 the year of our Jubilee Fund for Oxfordshire, OCF set out to create a lasting legacy for local people and as the year draws to a close we are more determined than ever to create a legacy of courage, to do things differently, to adapt to a changing landscape and create a philanthropic ecosystem that will sustain our communities for generations to come.

Some of the new initiatives and collaborations which we are currently exploring to bring to scale are Pennies, Allia Charitable Bonds, turn2us.

¹ Tom McKEnzie Philanthropy and a Better Society

Policies and Responsibilities

Trustees' responsibilities for the financial statements

Charity law requires the Trustees to prepare financial statements that reflect a true state of affairs of the Foundation.

In preparing these statements the Trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Community Foundation will continue in business.

Grant Making Policy

The guiding purpose of The Oxfordshire Community Foundation is to improve the lives of Oxfordshire's most vulnerable and disadvantaged individuals. We achieve this by supporting in monetary terms (through our grant programmes) any type of non-profit group taking action to make life better for local people, from urban to rural and anywhere throughout the county. Typical grants are between £500 and £5,000.

A well-constituted and effective Grants Panel chaired by one of OCF's Trustee (Lady Stephanie North) ensures that the money goes where it can most effectively address social deprivation of a sort that would not usually come to the notice of local donors or the public at large.

The Grants Panel meets a minimum of five times a year to consider applications on the criteria specified in individual grants programmes and consists of five of the Foundation's Trustees, one of whom acts as chair. A rotating range of volunteers from the community assist in the deliberations. We aim to turn around applications in as short a time as possible.

Investment Policy

The capital funds of OCF are invested through our brokers, Hargreave Hale. In addition to the Long Leasehold Property owned by OCF, the fund is divided between equities and bonds.

The performance of these equities and bonds will vary with market returns, and this year led to an increase in the endowment fund balance of £12,593. The Board agreed to a change in Brokers / Fund Managers in April 2011. The transfer of investment assets to newly appointed Brompton Asset Management was completed in June 2012.

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Reserves Policy

The Trustees have agreed to maintain a minimum of three months cash reserve to cover commitments to operating costs.

Risk Statement

The Trustees have prepared a risk statement for the Foundation, which is regularly updated by the Chief Executive. Clearly, the biggest single risk to the Foundation is not succeeding in securing appropriate new funding streams. The focus on fundraising is, therefore, key to the future success of OCF.

Organisation Structure

The Trustees meet quarterly. Subcommittees meet in between Trustee meetings with their recommendations discussed and approved at a full Trustee meeting. The day-to-day responsibility is delegated to the Chief Executive, who is supported by a part time Grants Manager and part-time administrator who continue to manage day to day office operation.

Trustee Changes

The following Trustees were appointed / resigned during the year:

Shree Hindocha	Resigned August 2011
Trevor French	Resigned January 2012

Connected charities

The Charity is a member of the Community Foundation Network, (charity number 1004630). This network promotes the work of Community Foundations throughout the United Kingdom but has no executive involvement with any individual members. The Foundation has also been accredited by the Community Foundation Network in line with agreed Charity Commission criteria.

The OCF acts as treasurer for a payroll giving consortium – Abingdon Charities Working Together. The consortium consists of: the Abingdon Bridge, the Local Youth Mentoring Scheme, the Friends of Abingdon Citizens Advice Bureau and PACT. This consortium represents a very small component of OCF's activities.

Auditors

The accounts have been audited by King Loose & Co. The firm seek reappointment at the Annual General Meeting.

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Acknowledgements

The Trustees would like to place their thanks on record to all our donors, supporters, volunteers and staff for their contribution to the achievements of the OCF.

On behalf of the Trustees

Anna Moon
Chairman

October 2012