



SITA Cornwall Trust Business Strategy Report and Plan 2016-2017

Governing document

SITA Cornwall Trust Limited is a registered charity and company limited by Guarantee governed by its Memorandum and Articles of Association dated 25 September 2007 as amended on 15 August 2011.

Recruitment and induction of trustees

The directors of the company are also charity trustees for the purposes of charity law. Subject to the approval of the members, the trustees may appoint a person who is willing to act to be a trustee. Potential trustees meet the trustees and senior management prior to their proposal as a trustee. Once appointed, trustees undertake an induction into the working of the charity including observing operational activity, discussions with staff and reading information such as accounts and other evaluation documents.

Organisation

The trustees are legally responsible for the overall control and management of the charity. Wendy Reading is responsible for the day to day management and administration of the charity and reports to the trustees.

Risk management

The trustees have examined the major strategic risks to which the charity is exposed and are satisfied that systems are in place to minimise or mitigate these.

The trustees will continue the review potential risks on a regular basis and will take further action to minimise or mitigate these risks as required.

Objectives and activities

The mission of SITA Cornwall Trust is to award and distribute funds generated through the Landfill Communities Fund to projects that will provide essential social and environmental benefit to communities throughout Cornwall.

Public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular the trustees consider how planned activities will contribute to the aims and objectives they have set.

Trustees' annual report for the year ended 31 March 2016

During the year the charity received £1,077,250 (2015: £978,081) from SITA UK. Grants to qualifying projects during the period totalled £1,084,969 (2015: £1,155,750) and a further £343,723 (2015: £720,337) had been committed (see note 14 of the financial statements). There were £903,817 (2015: £595,893) of uncommitted funds at the year end, of these uncommitted funds, £106,000 (2015: £106,000) has been allocated to the future administration costs of the charity.

Objectives for the year

The objectives set for the year reflect the key object of the Trust, which is to effectively distribute funds generated through the Landfill Communities Fund to projects that benefit communities throughout Cornwall.

The Trust set a number of key objectives for the year and these were:

- Through good governance and management, continue to effectively award and distribute funds generated through the Landfill Communities Fund to projects that benefit communities throughout Cornwall;
- To deliver a £250,000 flagship project where SITA Cornwall Trust is then sole or major funder;
- To develop a fund for three £100,000 projects in addition to the general fund;
- To continue to achieve the reduction in funds at a level prescribed by ENTRUST.

Achievements and Performance

Review of achievements and performance for the year

SITA Cornwall Trust is proud of its record of grant-giving in Cornwall. Its grants programme has awarded much-needed funds to a wide range of facilities that directly benefit communities throughout the county. Virtually all of the projects that the Trust supports are developed and delivered by people from local communities who have the enthusiasm and vision to identify and see through initiatives which will improve the quality of the social, natural or built environments that are so important if communities are to thrive.

The great effort made by groups and individuals to consult within their communities and to identify their particular needs are invariably well reflected

in the applications for funding that the Trust receives, however, none of these ideas and ambitions can be realised without financial support being forthcoming. It is at this point that SITA Cornwall Trust can make a difference and provide the funding, which when added to the applicants own fundraising efforts, can make the planned project a reality. It is therefore pleasing to be able to report that during a year when the economic climate was very challenging for all organisations seeking funding support, the Trust was able to support 41 projects, with a total grant value of £1,084,969.

SITA Cornwall Trust receives its entire grant award funding through the Landfill Communities Fund as a result of the landfill tax generated by the waste management operations of SITA Cornwall Limited. SITA Cornwall continues to have confidence in the management and distribution of these funds by SITA Cornwall Trust and have made a commitment to continue directing LCF donations to the Trust. This gives the Trust the confidence to plan and develop its future programmes and ambitions.

It is also pleasing to report key objectives set for the year have been achieved, with the exception of running a showcase event.

- A £250,000 flagship project was delivered at Devoran Village Hall, bringing into use a practically unusable building for the benefit of the whole community.
- A reduction in funds beyond the target set by the Treasury
- The 100K fund was successful with Grade Ruan Recreational Ground and Flushing Play Park completing within the year.
- The recruitment of David Attwell, new trustee

Investment policy

The trustees have considered the most appropriate policy for investing funds and find that the current arrangement with short-term bank deposits meets the requirement to generate a reasonable return on capital whilst maintaining access to funds for operational purposes.

Grant making policy

SITA Cornwall Trust will fund projects that satisfy both the regulations of the Landfill Communities Fund and their own funding criteria.

The following have been adopted as the funding criteria for the Trust:

- The Trust will support small community projects with a maximum grant of £35,000. Larger projects, however, will be considered on merit and will not be discounted.
- Projects should be community driven and demonstrate significant fundraising efforts by the community.
- Applicants will need to demonstrate that there is a demand for the facility that would result from the project being supported by the Trust.

- Applicants should be able to show that the project is financially sustainable and should have a minimum of ten-year ownership or effective control of the facility.
- Projects must be in Cornwall.
- A project should be able to demonstrate that it has support of the parish/town council as well as the aforementioned community financial support.
- The Trust's support of a project should, where appropriate, increase the potential number of beneficiaries able to use the facility.
- The severity of any demonstrated landfill disturbance to the project site will be taken into consideration.
- No project can make an application within three years of the date the funding agreement was signed for a previously successful application.
- The Trust has allocated £150,000, specifically for Church projects, annually. Works should be fabric related and heating projects will only be considered if they include a sustainable energy element.
- Projects should be able to start within 3 months and to complete within a 12-month period.

Reserves policy

It is the trustees' view that it is prudent to accumulate free reserves to be able to cover the anticipated administration expenditure (which is £106,000) in the event that external funding ceases. The trustees have also set aside funds to cover all projects, which have been notified of grants but not yet claimed the full amount at the year end.

Plans and objectives for 2016/17

The objectives set for the year reflect the key object of the Trust, which is to effectively distribute funds generated through the Landfill Communities Fund to community-based projects that provide public benefit to the people of Cornwall.

- To continue to effectively award and distribute funds generated through the Landfill Communities Fund to projects that benefit communities throughout Cornwall.
- Uncertainty about the long-term future of the Trust, is currently restricting the provision of funds for larger projects. The Trust will review its funding position, in order to determine its future direction, in the light of the new incinerator coming on line in Cornwall during 2016.