

CSiS Charity Fund Business Plan and Budget for 2021

Chair's statement, a reflection on 2020

2020 was an unprecedented year for the UK, its economy and the charities sector. In the Civil Service Insurance Society Charity Fund (CSiS CF) we faced substantial change to our method of operation. This meant that we had to quickly adapt, reprioritise and refocus and so as I reflect on the business plan we had for 2020, I am proud that we achieved our key ambitions such as:

- safeguarding the safe running of the charity by transitioning key roles;
- appointing new trustees with key skills;
- revamping our grants process by establishing a Grants committee and revising the grants process;
- continuing to support our beneficiary charities and individuals with a generous grant program totalling £754,786;
- as well as strengthening and improving our relationship with the Civil Service Insurance Society, reviewing our membership arrangements and fulfilling our statutory obligations.

As I look forward to 2021, I believe our planned activity detailed in this document puts us in a strong position to continue to really deliver on our objects, as set out in our governing document:

The objects of the Charity are the relief of need, hardship and distress, including (but not exclusively) by the provision of financial and other assistance to serving, former and retired civil and public servants and their dependants either directly or by making grants to other organisations which can provide financial or other support to them ("the Objects").

Trustees' General Aim for the Charity

The Trustees' overall aim for the charity is to put the trading surplus of the Civil Service Insurance Society to good use, helping to relieve need, hardship and distress amongst serving, former and retired civil and public servants and their families, both directly and by supporting organisations who support the communities in which they live.

Our Priorities and key tasks for 2021 are:

Priorities	Key tasks
Internal focus	
<p><i>To make sure that the charity continues to be well run and does not lose strategic direction, by:</i></p>	<ul style="list-style-type: none"> • embedding the changes in key office holders agreed in 2020, filling the post of deputy chair and begin developing a long term plan for the role of charity secretary
	<ul style="list-style-type: none"> • embed and extend our new grants committee and revise priorities in light of tighter financial circumstances and in order to protect the Charity Fund from legal challenge implement new grant conditions, without additional admin burden on our beneficiary organisations
	<ul style="list-style-type: none"> • Ensure charity policies remain fit for purpose and that we meet our statutory obligations, in particular: <ul style="list-style-type: none"> - implement new risk management following a review of procedure in 2020 - review the reserves policy to ensure that it is fit for purpose and able to sustain the level of grant giving the Trustees would like to be able to achieve through the next 3 to 5 years - Review our investment policies and the performance of our investment managers and take any action necessary to protect, so far as possible, the value of the charity's investments against any continuing volatility in the financial markets
External focus	
<p><i>To continue to develop and improve the targeting of our grants to ensure it is spread throughout the UK and reaches as much of the diverse civil and public servant communities as possible, by:</i></p>	<ul style="list-style-type: none"> • continuing to deliver as broad and generous a programme of grant giving as we are able, given our knowledge of partner delivery charities, civil and public servant communities and our financial constraints
	<ul style="list-style-type: none"> • reviewing how we partner beneficiary charities, to ensure we continue to seek to make the most impact with the funds we provide to the ultimate beneficiaries of those charities
	<ul style="list-style-type: none"> • promoting increased partnership working amongst the organisations we support and fostering joint working between them
	<ul style="list-style-type: none"> • improving and continuing to update our website to ensure that our role and signposting is clear and to showcase the good work we are able to do with the income we receive from CSIS
<p><i>To continue to maintain our strong relationship with the CSIS Directors and work with CSIS on joint marketing, by:</i></p>	<ul style="list-style-type: none"> • continuing to develop publicity material and strategies which, subject to the regulatory constraints on the two organisations, will enable us to support CSIS's marketing efforts by explaining the symbiotic relationship between the two organisations
	<ul style="list-style-type: none"> • showcasing the good work we are able to do with the income we receive from CSIS, reflecting the fact that the more successful CSIS is, the more we can do to make a real difference to the lives of individuals in hardship, need and distress.
	<ul style="list-style-type: none"> • Continuing to strengthen the relationship between the Charity Fund and CSIS by using the peer group comprised of members of both boards, to share information and improve understanding of each other

What success will look like

By the end of 2021, through delivery of the key tasks outlined above, we will have strengthened the operation of the Charity, concluded our reviews of key procedures and have renewed evidence to justify the investment of our reserves.

We will continue to strengthen our partnership with beneficiary charities, improve our website and the impact of our grant giving; if possible having increased our coverage geographically or by expanding into more of the diverse civil and public sector communities that are our target beneficiary group.

We will have a strong bond with the insurance business that funds the charity and thereby enables us to meet our objects.

2021 Budget

Expenditure:

Office Expenditure	£14,000
Grants Budget	£517,000
Total	£531,000

Income:

Cash At Bank 1/1/2021	£53,000
CSIS Donation	£257,000
Investment Income	£30,000
Disinvestment	£210,000
Total	£550,000