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trustee focus



APRIL 2007

Dear trusteeenet member

Welcome to the first issue of trustee focus, the CTN e-newsletter that brings you news and opinion from a trustee perspective. First of all, an introduction from CTN's Chair, Rodney Buse.

I joined ctn as Chair in 2005 because I've always had an interest in the role trustees play in making their organisations really effective. Two of the needs we have identified have been those of providing trustees with relevant information and the opportunity to have their voice heard. We are now in a position to offer this e-newsletter which we hope will inform, entertain and provoke discussion. We want to use it to build on the dialogue which has already been initiated with trustees via our website trusteeenet, by involving members still further in the conversation about trusteeship and all that it entails.



charities act 2006

The Charities Act 2006 will have an impact on charities up and down the country. The first wave of provisions were implemented by Order dated 27 February 2007.

So, what do you need to know?

The **audit income threshold** above which a charity must have a professional audit has risen from £250,000 to £500,000 (sections 28 and 32)

Trustees are now able to purchase **trustee indemnity insurance** with the charity's money (subject to certain safeguards) to indemnify them against personal liability where they have acted in good faith (section 39)

The Charity Commission have the **power to relieve trustees of personal liability** where they have acted honestly and reasonably, and ought fairly to be excused (section 38)

You are now required to provide a copy of your **most recent annual report**, as well as your accounts, to anyone on request, although you can charge a reasonable fee to cover costs (Paragraph 140 of Schedule 8)

From 1 April 2008, you could be liable to prosecution **for failure to submit your trustees' annual return**, including copies of the accounts and annual report to the

TRUSTEE TIPS

'Think about whether you would be willing to mentor a trustee new to your board'

Ask the Chief Executive what you can do, straight away, that would be useful to him or her.

Charity Commission and a daily default fine for contravention will be introduced (Paragraph 142 of Schedule 8)

For further details go to the website of the [cabinet office](#) where you can see the provisions and their implementation schedule in full, or to the [Charity Commission](#) which sets out the changes.

charities act 2006 – regional events

The Office of the Third Sector and the Charity Commission are jointly running a series of free regional events to raise awareness of the Charities Act 2006 and its implementation.

For more information and to register to attend an event, visit www.coievents.co.uk/charitiesact

If you have any queries please email charitiesact@coi.gsi.gov.uk or telephone 020 7261 8400.

Places are limited and will be allocated on a first come, first served basis.

budget 2007

Changes in income tax rates will affect your fundraising. By reducing the basic rate of income tax the Chancellor has reduced gift aid claims from 28.2 per cent to 25 per cent from April 2008. That means that, to stay still, charities will need each donor to add 25p to every pound they currently give. A donor who gave a monthly direct debit of £5 in June 2000, (when Gift Aid was extended to gifts of any size) will have to increase it to at least £7.20 for the charities to get the same expendable income, allowing for tax change and inflation. Think about how to contact your donors and what this will do to your budgets next year.

Visit trusteenet.org.uk for more budget information.

trusteenetplus

Trustee indemnity insurance, subscription to *governance* magazine and more...

In February this year, CTN launched its benefits package for members of trusteenet, **trusteenet plus**. Through our close contact with trustees, we know that the package addresses some key concerns of trustees; namely, worries about liability and a need for relevant information on trusteeship and good governance. The purchase of trustee indemnity insurance is now much more straightforward because of the Charities Act 2006 (see above). Any charity may pay for trustee indemnity insurance, unless their constitution contains an express prohibition against it. and it is now regarded as being important to charity trustees and generally appropriate.

The CTN package received widespread support across the sector; Kevin Curley, Chief Executive of NAVCA, said "We would like to give every encouragement to trustees to join **trusteenet plus**". "CTN's **trusteenet plus** scheme is a welcome addition to the support available to trustees" said Rosie Chapman, Executive Director of Policy and Effectiveness at the Charity Commission. "It has the potential to help existing trustees run their charity more effectively and offers the sort of assistance that might also encourage new trustees to sign up. What's more, trustees will usually be able to

reclaim their costs on the basis that this is part of their training and development.”

Ian White is honorary secretary of [Hurworth Community Association](#), which offers a range of facilities and activities to the local community in the village of Hurworth on Tees in County Durham. Having heard of **trusteenet plus** from a colleague who had already signed up to it, Ian was interested in the Scheme for a particular reason: ‘We’d identified a need for cover and we took it out just in case any court proceedings were issued. And our cheapest quote (granted for more cover) was £580.’ Ian has used the Zurich claims line ‘not to claim but to clarify a few points and I found them most helpful.’

Not only is trustee indemnity insurance (provided by Zurich) included in the cost of membership (£40*) but also a subscription to **governance** magazine which contains essential information key to the success of any board and ensures trustees are equipped to deal with the full range of responsibilities of governance. You will also hear about a range of offers and discounts for trustees. CTN’s aim is to support trustees and management committee members across the sector and we feel that making this package available is an important step towards that goal. If you would like more information, just go to [benefits at a glance](#)

Or call us: Kathy Burges on 01483 230 282, email kathy.b@trusteenet.org.uk

*If your organisation has an income of below £50,000, we can offer membership at only £20 - this excludes the subscription to **governance** magazine.

get involved...

trustees and mentoring **Karen Heenan, Chief Executive CTN**

Mentoring is a good thing. It would be hard to argue with that. But would mentoring be an effective development opportunity for trustees? And what models of mentoring could be developed that trustees would find attractive, practical and useful?

Mentoring is a one-to-one, non-judgemental relationship in which one individual voluntarily gives time to support and encourage another. It is described in research as "off-line help by one person to another in making significant transitions in knowledge, work or thinking" (Megginson and Clutterbuck). And peer-mentoring describes such a relationship where the support and encouragement is mutual.

At CTN, we have a fundamental belief that amongst trustees there are skills, knowledge and experience that, when shared, can make a real difference to others in the carrying out of their trusteeship role. Trustee networks are built on this concept. So, how do we establish a framework for mentoring – that trustees could use as a basis for a one-to-one peer mentoring. We are working with the Mentoring and Befriending Foundation to look at best practice in peer mentoring and to develop a model mentoring agreement.

If you would like to find out more about our pilot mentoring project or would be interested in getting involved, please contact karen.h@trusteenet.org.uk

trustee of the week

Would you like to be our trustee of the week? Each week on trustee.net, an individual trustee talks about their experience of trusteeship with a focus on, and a link to, the organisation they work with. Apart from being a good way to share your experiences with others, it's also great publicity for your organisation. To find out more, email kathy.b@trusteenet.org.uk

resources

Have you ever wanted a handy guide on how to recruit new trustees, organise an event, or to give out to new trustees? A very popular feature on our website [trusteenet](http://trusteenet.org.uk) is the resource library, where you can download lots of useful information completely free. If there are any resources you would like to see included, do let us know; just contact sue.h@trusteenet.org.uk Apart from the resources contained in our library, we can also point you in the right direction for other organisations which exist to help promote good governance, such as...



the governance hub

Have you heard of the Governance Hub? It's a great place to go if you want information or resources on the governance of organisations across the sector. One of the Hub's first publications was

[Good Governance - a Code for the Voluntary and Community Sector](#), which is a set of principles to ensure good standards of governance. It is backed up by a toolkit and case studies of how the Code has been used in organisations.

For more information or to download resources, go to the Hub's website at www.governancehub.org.uk or call the HelpDesk on 0800 652 4886.

network news

Below we feature two of the face-to-face networks we support. If you would like your network to be featured here next month, just email your news and events to kathy.b@trusteenet.org.uk

Bromley Trustee Network – Inaugural meeting 17th April 2007

Jean Levy, Chairman
[Community Links Bromley](#)

Community Links Bromley (the Bromley local voluntary sector support network) held the inaugural meeting of the Bromley Trustee Network on Tuesday 17th April 2007, from 6-8.30 pm.

Bromley has an estimated 3,000 residents who serve as charity trustees and management committee members, and it is hoped that many of them will wish to join this support network. Community Links Bromley's Kate Simpson (our Funding Information and Advice Officer), gave a talk about funding and fundraising issues. We were also lucky enough to have with us Rodney Buse, the chair of Charity Trustee Networks. He guided us through the second part of the meeting, to discuss what we would like the Network to do, how it could operate, when, and what subjects we would like to hear about. Working in small groups, we pooled our ideas for the future

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www.trusteenet.org.uk

of the Network, and the notes from each group are going to be used to put together a plan of action!

Our aim is that the network will provide opportunities for new and experienced trustees and committee members of charities and community groups to meet and explore trustee roles and responsibilities and good governance. The Network will hopefully provide the latest information and guidance on their governance role, to inspire and give people more confidence in their job. There is also the informal but just as important aspect of being able to chat to others who have similar roles in different organisations – to exchange views, learn from others' experiences and expertise, build up contacts and friendships with each other. One of the points that Rodney Buse wanted us to take on board was that coming to Network meetings should be fun, not just all about formal information provision, but something that all those attending can really enjoy.

Those who attended (about 25 – 30 people in total) seemed to be enthusiastic about future events. We were also being encouraged by Rodney Buse to consider contacting other neighbouring local networks that have already been set up – so that we can have a network of networks eventually! For anybody else who may be considering this kind of activity, there is a useful section on the Trusteenet.com website which gives very useful practical advice about setting up a network. We wish you success!

The Honorary Treasurers' Forum

The Honorary Treasurers' Forum was established four years ago to provide a network for Treasurers. It meets three times a year to hear from keynote speakers and discuss current topics and developments. It also, occasionally, publishes papers and documents and gets involved in lobbying. The forum has recently been registered as a charity. If you would like to join, do contact Les Jones: LDjones1000@aol.com or call 0118 941 2365

Next Meeting

Trends in Fundraising and its Regulation, 10th May at 2pm

The speakers are Jon Scourse, Chief Executive of the Fundraising Standards Board and Lindsay Boswell, Chief Executive of The Institute of Fundraising.