

Trustee Information Pack





Introduction from Liz Wilson, Chair of Trustees

Thank you for your interest in becoming a trustee of Church Homeless Charity.

I have been on the board for seven years and chair of trustees for six. In this pack there is plenty of information about who we are and what we do, so I won't go in to details here. However, I wanted to emphasise how proud I am of the difference we make to the lives of hundreds of homeless people across England every year.

Being part of the board of trustees who support, challenge and guide the direction of our charity is a privilege indeed. We remind ourselves of the position we are in and the way we can impact those lives that do not have the same opportunities or privilege. We are a confident, able and committed Board and welcome others who want to make a difference to those building rebroken or challenging lives.

Over the past two years we have given away more in grants and helped more people than ever before in response to needs created by the pandemic and the cost-of-living crisis. As a board we made the decision to spend down our reserves in order to meet this increased demand. We are now in the process of consolidating our position and refreshing our fundraising strategy. Part of this process was to change our name from Church Homeless Trust to Charity to make it clear that we do not have an endowment but are reliant on the ongoing support of our donors. So far this strategy is paying off and we have received a good amount of income in the first half of the financial year.

Currently there are eight trustees, and several of us are reaching the end of our term of office (nine years) so we are looking for some new trustees to pick up the baton and lead the charity in to the future. In particular we are looking for people with experience in finance (we will be needing a new treasurer) and human resources, but we would welcome applications from anyone who is committed to our mission. We would love to have some trustees who are from under-represented groups, who have never been trustees before, or who have experience of being homeless.

Our history goes back 140 years, and as our name suggests we were founded on the Christian principles of loving your neighbour and caring for the poor. Nowadays we have no formal connection with or funding from the Church of England, but we do continue to have close ties with churches of all denominations, in particular those who provide services for homeless people. While our board is sympathetic to our relationship with churches and their congregations we are looking for trustees from all faiths and those who do not subscribe to any particular faith.

The board meets four times a year, generally on a Wednesday morning. Two of the meetings are in person in Central London, and two on Zoom. If you would like to find out more about what it is like to be a trustee for us please contact me on 07966 889968

I look forward to hearing from you, and thank you once again for your interest.

Liz Wilson

Chair of trustees



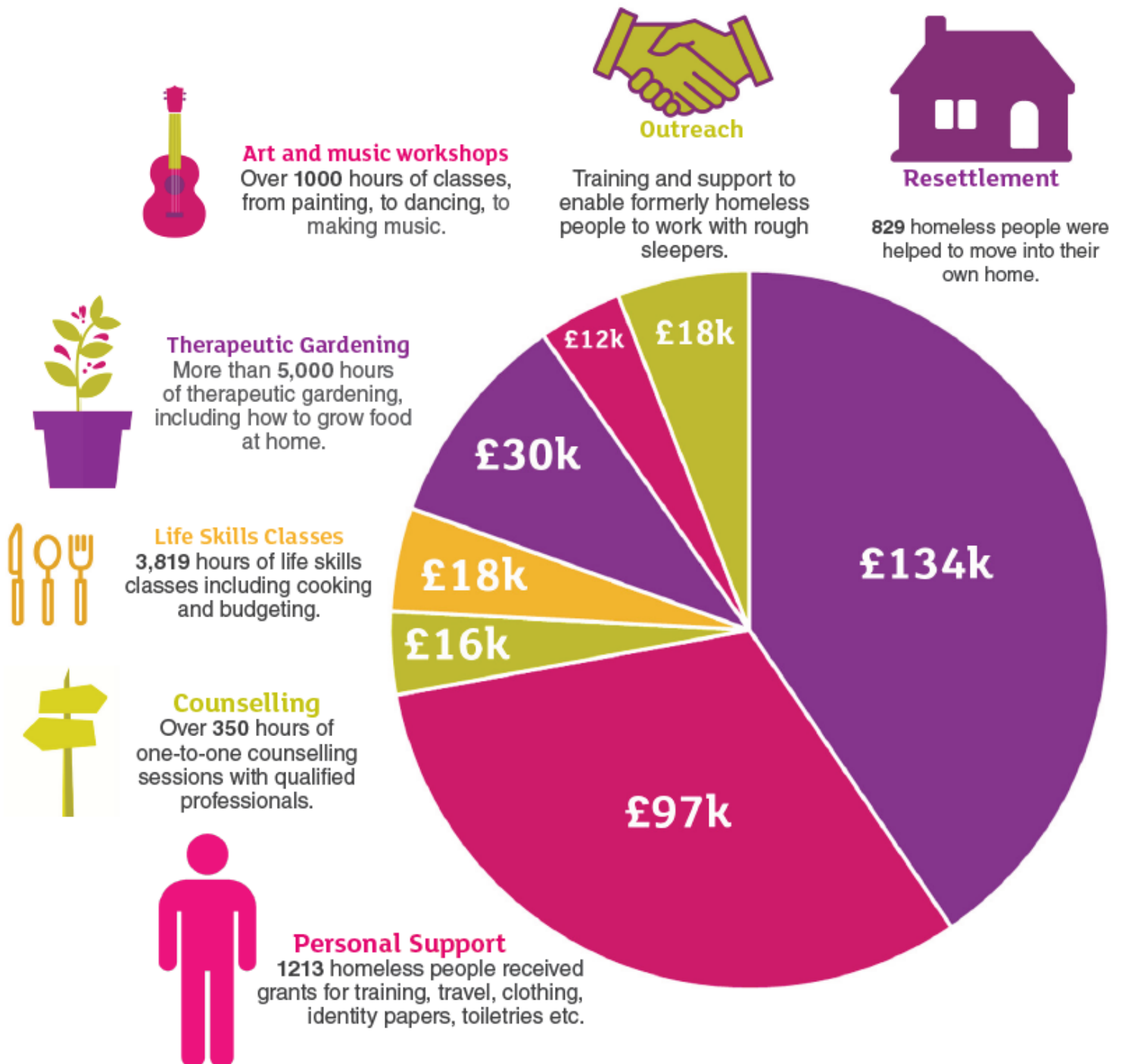
Church Homeless Charity gave James a grant to buy cooking equipment so that he could cook healthy food for himself rather than rely on expensive take aways.

About Church Homeless Charity

We are a small, independent charity. We do not have an endowment, nor do we receive statutory, or any other institutional funding. We are entirely reliant on the continuing generosity of the individuals, trusts and organisations which support us.

Our annual income is around £500,000 and last year we gave away £325,000 on grants.

Below is a chart showing the grants we gave away in 2022/23.





Neil with the washing machine we provided when he moved into his own home

What we do

Church Homeless Charity helps people who are homeless to establish a home. We know the names and circumstances of every person we support. The grants we give are as unique as the individuals who receive them; tailored to meet their particular needs on their journey to a home of their own.

We give grants to individuals of all ages, backgrounds, nationalities, and faiths.

We process grant applications quickly so that no-one waits more than a week for the money they need. Our grants make a tangible difference from a rent deposit for a new home, to vocational courses enabling people to start work.

Reaching the people who need our help

We work with around 120 different initiatives for homeless people, across England, providing grants for the people who use their services. Through these partnerships we can reach the people who most need

our help and ensure that they are getting the money they need to rebuild their lives. Through these partnerships we also know that our beneficiaries are receiving the support they need.

Examples of the initiatives we support are temporary accommodation for former rough sleepers, shelters for women and children fleeing abuse, foyers for young people, supported accommodation for young mothers and their babies, hosting schemes for destitute migrants, winter-night shelters, and accommodation for homeless veterans, prison leavers, and care-leavers.

Examples of our grants:

Kyle, a care leaver in **Doncaster**, was made homeless after a no-fault eviction. After moving to temporary accommodation several miles away, he struggled to see his family. CHC gave him £60 for a **bus pass**.

Felix lost all his clothes in a fire at the hostel he was staying at in **Cambridge**. CHC gave him £150 for **new clothes**.

After a family breakdown, Lauren in **Hull** was made homeless. Now she's rebuilding her life, CHC funded a **furniture pack** for her new home.

Jake was made homeless when his marriage broke down. He was rough sleeping in **London** until he could find a flat of his own. CHC gave him £175 for **kitchen essentials**.

Amina in **Leicester** was forced out of her home after the death of her husband. Now she's starting a new life but has little funds to fall back on. CHC paid £250 towards **new carpets** for her new home.

When Tania in **Oldham** fled domestic violence, she and her children had to leave all of their possessions behind. CHC gave her **new clothes** for her and her children, as well as other essentials.

After years of rough sleeping in **Brighton**, Craig had no ID and therefore no way to access support. CHC gave him £110 for a **passport**.



Marie is an asylum-seeker living with a host as she is not allowed to work or rent. We give her £25 a week for expenses.

Trustee Role Description

KEY RESPONSIBILITIES:

1. To ensure that Church Homeless Charity complies with its memorandum and articles of association, charity law, company law and any other relevant legislation or regulations
2. To ensure that the charity pursues its objects as defined in its governing document
3. To act as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application
4. To contribute actively to the board in giving firm strategic direction to the charity, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets.
5. To safeguard the good name and values of the charity
6. To ensure the effective and efficient administration of the charity.

Trustees can be of any faith or no faith, but must be supportive of the aims and ethos of the charity and its links with the Church

In addition to the above, each trustee should:

1. Use any specific skills, knowledge or experience to help the board reach sound decisions. These may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives and other issues in which the trustee has special expertise.
2. Assist with fundraising activities where appropriate
3. Have available time and a commitment to attend board meetings four times a year, and an additional strategy, induction or training events deemed necessary
4. Have an understanding and experience of the role and nature of voluntary organisations and the contribution of the 'third sector' to society
5. Have an understanding of the nature of homelessness and appropriate responses
6. Be willing from time to time to speak to local groups in order to nurture support for the charity.

A trustee is required to act reasonably and prudently in all matters relating to the charity and must always bear the interests of Church Homeless Trust in mind.

Section 72(1) of the Charities Act 1993 disqualifies anyone who:

- has been convicted of an offence involving deception or dishonesty, unless the conviction is spent
- is an undischarged bankrupt
- has previously been removed from trusteeship of a charity by the court or the Charity Commissioners
- is under a disqualification order under the Company Directors Disqualification Act 1986 It is an offence to act as a charity trustee while disqualified unless the Charity Commission has given a waiver under section 72(4) of the Charities Act 1993.

POTENTIAL LIABILITIES OF TRUSTEES

Upon appointment, each trustee should make themselves familiar with the Charity Commission's booklet CC3 "The Essential Trustee". If a full copy of CC3 is required it can either be downloaded or read from the Charity Commission website or ask staff for a copy.

The single most important thing for all trustees to bear in mind is that, once they take up their role, their overriding duty is to act in the best interest of the charity, if necessary to the exclusion of all other considerations. They are not there to represent any other interests (including the interest of any person or body who may have appointed them). Sometimes this duty can cause trustees to feel a little uncomfortable, but if they fail to act in the best interests of the charity and the charity suffers loss, then they may as trustees be personally liable for that loss.

The following is extracted from Church Homeless Charity's Memorandum:

Clause 7: The liability of the members is limited

Clause 8: Every member of the Charity undertakes to contribute to the assets of the Charity in the event of the same being wound up while s/he is a member or within one year after s/he ceases to be a member for payment of the debts and liabilities of the Charity contracted before s/he ceases to be a member and of the costs charges and expenses of winding-up and for the adjustment of the rights of the contributories among themselves such amount as may be required not exceeding one pound (£1).

REIMBURSEMENT

The role is unpaid, but all costs incurred as a result of being a trustee director will be reimbursed.



After being abandoned by her adoptive parents and many years of sleeping rough, when Laila eventually got into supported housing she only had the clothes that she was wearing. We gave her a grant for new clothes.

www.churchhomelesscharity.org.uk

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