

# THE OXFORD DIOCESAN BELL FUND

(Registered Charity No 268390)

<b>Trustees Risk and Opportunity Register</b>	
<b>STRATEGY</b>	
<b>Question 1</b>	<b>What effect is the current economic climate having on our Charity and its operation?</b>
	<p>The Trustees anticipated declines in giving and investment performance having a negative impact on the Fund and in 2009 implemented an Annual Policy Statement for investments and grants, which is reviewed at the Fund AGM with the Governors. At the same time it implemented increased investment and Portfolio Reviews with the Diocesan Investment Advisor, which has resulted in the Portfolio being diversified to provide a reliable annual investment income whilst maintaining modest levels of capital appreciation.</p> <p>From 2020 the Restoration Fund was closed and its assets and responsibilities were merged with the Bell Fund. This simplified the choices available to donors. The Bell Fund operates in the real world, with the possibility of financial instability; economic uncertainty and world events meaning some fund raising activities may not be able to proceed as planned.</p>
<b>FINANCIAL HEALTH</b>	
<b>Question 2</b>	<b>Are we financially strong enough to sustain our operations?</b>
	<p>Trustees have clear and up to date financial information upon which to base discussions and decisions.</p> <p>Level of Grants offered has been maintained or increased since 2009.</p> <p>Trustees only allocate Provisional Grants from available funds.</p> <p>There are regular reviews with Diocesan Investment Advisor to review investment performance.</p> <p>The Fund has no contractual liabilities</p>
<b>Question 3</b>	<b>Do we know what impact the economic climate is having upon our donors and support for our charity?</b>
	<p>First Annual Review in 2009 suggested a more challenging time lay ahead for the Fund.</p> <p>New money into the Fund continues to increase year-on-year albeit the rate of increase has declined</p> <p>Trustees have increased awareness of the Fund across the ODG and the Exercise to influence "giving decisions".</p> <p>We are in touch with the effect of rising costs on bell work as a Trustee works in the industry</p> <p>Investment Portfolio has been diversified to reduce risk and increase investment income</p>
<b>Question 4</b>	<b>Do we have any reserves?</b>
	<p>The Fund has no reserves, as it does not require them.</p> <p>The Fund does not make commitments beyond its available investment income.</p>
<b>Question 5</b>	<b>Have we reviewed our banking arrangements and where relevant our investments?</b>
	<p>The Trustees have reviewed the Funds banking arrangements.</p> <p>Investment choices and mix of portfolio are guided by the Diocesan Investment Advisor</p> <p>The investment portfolio is regularly reviewed and has been diversified.</p> <p>Capital growth continues to exceed the growth of new money raised</p>
<b>Question 6</b>	<b>Have we reviewed our contractual commitments, e.g. office leases, rental agreements, equipment hire?</b>
	Not applicable. The Fund has no such Liabilities
<b>Question 7</b>	<b>Have we reviewed any contracts to deliver public services?</b>
	Not applicable.
<b>Question 8</b>	<b>If we have a pension scheme have we reviewed it recently?</b>
	Not applicable.
<b>Question 9</b>	<b>Can we make better use of any permanent endowments we hold?</b>

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	Not applicable. The Fund holds no permanent endowments.
<b>GOVERNANCE</b>	
<b>Question 10</b>	<b>Are we an effective Trustee Body?</b>
	<p>The Managing Trustees meet regularly to consider applications, allocate provisional grants, monitor investment income and new money received.</p> <p>We review and publish an Annual Policy Statement.</p> <p>The level of Grant Aid has been maintained or increased since 2009 and has incorporated the aims of the former Restoration Fund, since 2020.</p> <p>We maintain close relationship with the Diocesan Investment Advisor.</p> <p>Grants are only paid after completion of works and following inspection by independent experts.</p>
<b>Question 11</b>	<b>Do we have adequate safeguards in place to prevent fraud?</b>
	<p>The Trustees present Examined Accounts and an Annual Report to the Governing Body at the Fund AGM.</p> <p>Accounts and Annual Report are submitted to the Charity Commissioners and the Diocese of Oxford.</p> <p>Detailed priced estimates for the work is part of the Grant Application requirement and these are checked against the scope of allowable works in the Fund Rules prior to a Provisional Grant being offered.</p> <p>Grants are only paid upon satisfactory inspection of the completed works by the ODG Towers and Belfries Inspector to confirm scope of work has been fulfilled and quality of materials and workmanship is acceptable.</p>
<b>MAKING BEST USE OF RESOURCES</b>	
<b>Question 12</b>	<b>Are we making the best use of the financial benefits we have as a charity?</b>
	We encourage the use of Gift Aid when making and receiving donations and as part of sponsored fund raising activities.
<b>Question 13</b>	<b>Are we making the best use of our staff and volunteers?</b>
	<p>There is no paid staff.</p> <p>The Diocesan Investment Advisor is a paid member of Oxford Diocese.</p> <p>The Fund Governors and the Managing Trustees are all volunteers.</p> <p>Volunteers raise and donate the new money invested into capital by the Fund.</p> <p>Gift Aid is recovered wherever possible.</p> <p>Through publicising the Fund across the Diocese of Oxford and the Ringing Exercise we aim to increase the giving of new money to the Fund</p> <p>All fund raising events are organised by volunteers throughout the ODG and the Ringing Exercise to generate new money</p>
<b>Question 14</b>	<b>Have we considered collaborating with other charities?</b>
	<p>The Fund does not own or lease any plant, equipment or facilities, the use and cost of which could be shared with others.</p> <p>The Fund uses the expertise of the Diocesan Investment Advisor, and benefits from the expertise of the ODG Towers and Belfries experts.</p>
<b>Question 15</b>	<b>Are we making the best use we can of our property?</b>
	Not applicable. The Fund owns no property or assets
<p>Based upon guidance published by the Charity Commissioners.</p> <p>Initial assessment carried out by the Trustees, February 11<sup>th</sup> 2016</p> <p>Next review. February 2023</p>	