



The Lifeboat Fund is a fundraising charity which exists solely to support the work of the Royal National Lifeboat Institution in saving lives at sea. The Fund was established in 1866 and, since then, has provided the RNLI with 52 boats and significant additional assistance.

The Communications and Public Service Lifeboat Fund (The Lifeboat Fund)
Patron: HRH The Duke of Kent

Registered Charity Numbers: 248421 (England and Wales) and SC041904 (Scotland)

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“Bravery remains the hallmark of the lifeboat volunteers, who continue to place themselves willingly in perilous situations which most of us would avoid at any cost.”





The Chair reflects...

by Sir Peter Housden KCB,
Chair of The Lifeboat Fund

Welcome to the 2011 Annual Report of The Lifeboat Fund, telling of its vital work for the Royal National Lifeboat Institution.

Drowning is one of the greatest human fears. It requires little imagination to understand why the RNLI is so very dear to many people's hearts. I often reflect upon the impact of the RNLI's birth in 1824 – later inspiring the advent of The Lifeboat Fund. For the first time, there was a committed, equipped and selfless body of people to help those getting into serious difficulties at sea, for whom drowning had hitherto been an almost inevitable outcome.

The equipment of the early crews bore little comparison to the kit and training of their 21C counterparts. The first boat, "Civil Service", purchased by The Lifeboat Fund for the RNLI in 1866 was propelled by 10 oars - and cost under €250. A lot has changed since then; but bravery remains the hallmark of the lifeboat volunteers, who continue to place themselves willingly in perilous situations which most of us would avoid at any cost.

That's why I'm delighted that over the past two years The Fund provided the RNLI with a state-of-the-art lifeboat

costing €35,000, and also helped to purchase the special clothing and intensive training which every crew member requires.

Crew safety proved a popular focus for our 2011 appeal, and extended our support across the country to local lifeboat stations. Once more we can take pride in the result of our traditional appeal: an impressive €42,000 was raised in 2011 which, while down on the remarkable achievement of 2010, is 40% above the total achieved in 2009, in a far harsher economic climate. The Fund's lifeboats in the RNLI fleet also performed well again last year, rescuing 141 people and saving 5 lives.

I am particularly gratified that staff from a range of new Civil Service bodies have responded to the call to 'come on board' and help us, including my colleagues in the Scottish Government. Some tremendous ideas for fundraising emerged in the 2011 appeal campaigns. Considerable fun and enjoyment characterised these activities, with some impressive results. Once more, the Department

for Work and Pensions excelled, with a contribution of over €20,000.

Looking back on 2011, my thoughts return to the first lifeboat 'naming ceremony' I was privileged to attend. The character and professionalism of the volunteer crew members, and the local community's deep-seated solidarity, fully matched my expectations. However, I was unprepared for the disarming poignancy of the event – we named the lifeboat after a victim of the sea, whose life it possibly might have saved.

In 2012, we shall focus our appeal on the RNLI's local heroes - supporting lifeguard training and helping pay for the latest safety lifejackets – as well as maintaining the lifeboats we purchased which now require it.

I shall continue my mission to build the cadre of public service organisations who understand our passion for life-saving, and who want to help. I am deeply grateful to everyone who assisted us in 2011. Let's try and make 2012 another successful year!



Thoughts from the Hon. Secretary

by Angela Saunders,
Hon. Secretary of The Lifeboat Fund

My first year as Hon. Secretary of The Lifeboat Fund has been an education! Before I held this post I was already aware of the RNLI's vital work; but I still had a lot to learn. All I shall say in this brief reflection is, the more you do learn, the more you admire and are impressed by the dedication of the 4,600 men and women who readily exchange the comfort of home, family and safety for cold, wet and danger, to help people in distress.

It's also been a busy year – and that's how we like it! It is a sheer pleasure to network with a growing number of Fundraising Co-ordinators and volunteers across the public service; with pensioner bodies; and a range of publishing organisations - now including that of the Royal Mail - who very kindly helped The Fund to promote its appeal. Liaising with and thanking our generous donors is another important and happy task. Our Trustees have given me strong support, and it's been great to welcome some new Committee members after a few recent retirements.

In last year's report I mentioned hopes to build a closer partnership for The Lifeboat Fund with our beneficiary, the RNLI. It is most gratifying to see how this relationship has developed productively and supportively, to the benefit of both charities and our fundraisers. My excellent colleague, Bianca Fischer, remains a valued source of wisdom, while Jenni Bright's ongoing support, ideas and enthusiasm are much appreciated.

There are signs that The Fund's new website and brand are helping get attention for the charity in fresh quarters; registration with JustGiving has complemented this - introducing new ways to give, and raising a lot of sponsorship. Our recent presence on BT MyDonate helps perpetuate the charity's traditional links with British Telecom and hopefully will boost our 2012 appeal through this free donations service.

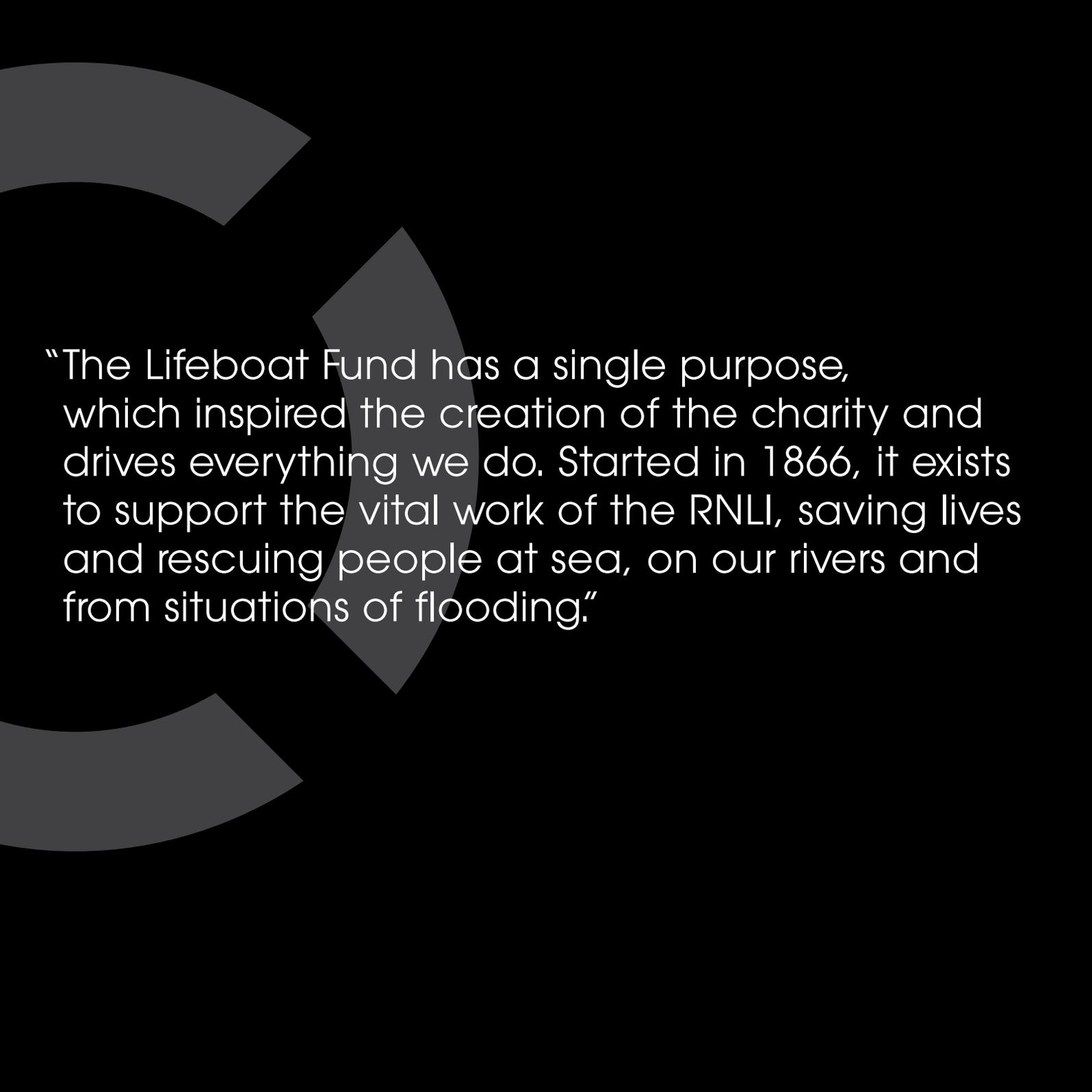
I hope our promotions and publicity are helping to convey clearly that The Lifeboat Fund has a discrete

identity and a distinguished history, existing solely to help the RNLI. The RNLI is a separate charity - widely loved and respected. Civil servants, the Royal Mail and British Telecom are fortunate in being able to show their appreciation of the RNLI by giving to The Lifeboat Fund. The Fund remains its single largest regular contributor – testament to how these supporters value its life-saving work.

In my own organisation, the Scottish Government, 'local' fundraising activity over the last year has introduced me to many more of my colleagues! Once The Fund had become registered as a charity in Scotland, we could start fundraising in earnest, and colleagues' strength of commitment and response to the cause in 2011 were amazing.

Sincere thanks go to them and to everyone across the UK who rallied with such commitment to support the charity. The successful 2011 appeal is a tribute to each of you who chose to help, and who did that so brilliantly.

“I hope our promotions and publicity are helping to convey clearly that The Lifeboat Fund has a discrete identity and a distinguished history, existing solely to help the RNLI.”



“The Lifeboat Fund has a single purpose, which inspired the creation of the charity and drives everything we do. Started in 1866, it exists to support the vital work of the RNLI, saving lives and rescuing people at sea, on our rivers and from situations of flooding.”

Registered Charity Numbers: 248421 (England and Wales) and SC041904 (Scotland)

This is the Trustees' annual report and financial statements of the Communications and Public Service Lifeboat Fund (the charity) for the year ended 31 December 2011. The Trustees confirm that the annual report and financial statements of the charity comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities", issued in March 2005. In preparing the financial statements, the Trustees have considered the Charity Commission's guidance on 'public benefit' and all pertinent guidance from the Office of the Scottish Charity Regulator.

Our purpose

The Lifeboat Fund has a single purpose, which inspired the creation of the charity and drives everything we do. Started in 1866, it exists to support the vital work of the RNLI, saving lives and rescuing people at sea, on our rivers and from situations of flooding. Each year we agree with the RNLI upon the ways we can best advance priority activities, and that is how they commit the funds we raise.

As the charity's name suggests, for many years The Lifeboat Fund has focused on purchasing new lifeboats; however, due to the superior materials used now in boatbuilding, we have started to look at other kinds of support. When the focus of the annual appeal is agreed, this is promoted to staff of the Civil Service, Royal Mail and British Telecom; we also encourage payroll and pension payroll giving.

The Lifeboat Fund's achievements in 2011

New government bodies welcomed on board

The year 2011 was a successful and eventful one for The Lifeboat Fund. The Fund continues to hold its position as the single largest regular contributor to the RNLI. You can read below a report of our appeal and the enthusiasm of our supporters. Fuller details of 2011's fundraising achievements are given in the financial report later in this document. Initially, of course, it's vital to get supporters 'on board' – there was pleasing news on that front too.

Heartened in 2010 by having increased traditional appeal giving by the incredible margin of 80%, in 2011 The Lifeboat Fund set about developing further links with public service bodies who might want to help. Our Chair wrote on several occasions over the year to his colleagues who lead the other Civil Service organisations telling them about The Fund, how people love to support the RNLI, and what fun and satisfaction colleagues can have assisting this inspirational cause.

We were delighted that senior colleagues from several bodies which had not supported The Fund previously (or recently) responded positively to Sir Peter's letters. In those and other departments, new colleagues are giving impetus to the cause. These include the Cabinet Office, the Department for Business, Innovation and Skills, the Department for Environment, Food and Rural Affairs, HM Revenue & Customs, the Ministry of Justice, the Northern Ireland Civil Service, the UK Statistics Authority/Office for National Statistics, the Department for Education, the Department for Communities and Local Government, and the Scottish Government. The Fund's Trustees, and colleagues who already fundraised for the charity, were delighted to have their support. Amongst existing supporters, the Department for Work and Pensions ran another impressive appeal - raising over €20,000.

Efforts to increase our supporter base will continue in 2012; we hope the theme of our annual appeal will prove 'appealing' to even more government organisations and other friends of the charity.

The 2011 Lifeboat Fund Appeal

Every year, The Fund launches an appeal for contributions. Supporters are encouraged to fundraise, and to develop innovative ways to boost their collections. Retired civil servants and Royal Mail pensioners subscribe mainly through pension payroll; British Telecom staff use payroll giving.

The theme of the charity's 2011 appeal drew enthusiastic support from both new and existing friends and supporters.

We were gratified in 2010 that our appeal target was surpassed – we handed over €35,000 to the RNLI to acquire a D-Class lifeboat for Portrush Lifeboat Station, Northern Ireland (see a report of the Naming Ceremony, below). That brought us up to the impressive total of 52 lifeboats purchased for our beneficiary since The Fund began. Lifeboats are far more durable now than in those early days so, in 2011, at the RNLI's suggestion, we directed our focus to other types

of support. The Fund was asked to consider helping train and kit out the brave volunteer crews at lifeboat stations around the UK, so they would be properly protected when risking their lives to save others.

That provided a popular theme for The Lifeboat Fund's 2011 appeal. Training and crew kit are vital - and also expensive. It takes more than €1,200 to train each member of the crew. Equipping these volunteers with the items they need for their protection costs over €1,100 for an inshore kit, and around €1,130 for an all-weather kit. As only one in ten crew members has a nautical background, in most cases training needs to be fully comprehensive and rigorous.

This theme meant Lifeboat Fund support was extended to locations around the country. Knowing the price of each piece of kit also helped make the appeal, and individual donations, feel practical and 'real'. As appropriate, donors were told which

items of kit might be purchased with the value of their donation (e.g. the iconic 'yellow wellies' or an all-weather lifeboat jacket, gloves etc) – and those who had studied the appeal literature sometimes told us! Some government bodies focused events on raising money for specific items (e.g. Scottish governments "Get Fit for a Kit") and several borrowed a full crew kit for their events (e.g. National Audit Office). Read more about 2011 fundraising activities below.

An impressive figure of €42,000 was achieved through this appeal. Full credit must go to all who worked so hard for the charity in 2011, at a time of significant downturn in the global economy.

A moving celebration of the fruits of the 2010 appeal

Having named and handed over to the RNLI at New Brighton in July 2010, *Charles Dibden*, The Lifeboat Fund's 51st lifeboat, last April saw the Naming Ceremony for *David Roulston*.

Naming Ceremony for the *David Roulston*



The Lifeboat Fund's 52nd lifeboat, *David Roulston*, was named during a ceremony on 16 April 2011 at the Portrush Lifeboat Station, Co. Antrim, Northern Ireland. Chair, Sir Peter Housden, delivered the lifeboat into the care of the RNLI, on behalf of The Fund.

The lifeboat was named in memory of David Roulston, a member of the Northern Ireland Tourist Board who had perished several years earlier in a drowning accident, while 'body boarding' with his family. The Tourist Board was well represented at the moving ceremony, along with members of Mr Roulston's family. While The Lifeboat Fund fundraised to purchase the boat, the Tourist Board is supporting its upkeep and maintenance in memory of their cherished colleague.

Portrush lifeboat crew were delighted to take delivery of the *David Roulston*, a D-Class lifeboat. These inflatables are fast, light-weight and highly manoeuvrable. We learned that this kind of vessel can undertake rescues close to shore and might have been invaluable at the time Mr Roulston had his tragic accident. Indeed, body boarders have been some of the first people rescued by the new lifeboat.

Since delivery, the *David Roulston's* service has included both solo trips and activity alongside the Portrush All-weather Lifeboat (ALB). Her first official rescue was in May 2011, at the Skerries just off the coast of Portrush, assisting a fishing boat which had broken down. In June, she had a joint outing with the ALB to rescue body boarders who were being swept out to sea at White Park Bay. Over the Summer, she was on standby to surfers etc; in the period of July to September, she was launched 14 times – including 3 times on a single day. Her last shout of 2011, in October, was to assist the ALB again, bringing in divers whose boat had overturned.

The lifeboat crew have told us they are very pleased with the *David Roulston* and also very proud of her association with The Lifeboat Fund.

The Fund attends a Royal Naming Ceremony

On 11 August, at invitation of the RNLI, the Chair attended a Royal Naming Ceremony at South Queensferry (Scotland's busiest lifeboat station) near Edinburgh. HRH The Duke of Edinburgh braved inclement weather to perform the 'naming' of the *Jimmie Cairncross*, an Atlantic 85 (B-Class) lifeboat. Sir Peter's guest at this special occasion, Carole Barker-Munro, had led a team in the 2011 Edinburgh Marathon Festival, raising more than €2,150 for The Lifeboat Fund.



A light-hearted moment after August's Royal Naming Ceremony

The performance of our lifeboats

We are delighted by the performance of the lifeboats we have purchased for the RNLI.

Years	Launches	Lives saved	People rescued (including lives saved)
2011	215	5	141
2010	261	4	250
2009	348	15	347
2008	289	12	117
2007	208	6	233

As shown here, during 2011, The Fund's lifeboats were launched 215 times, saving 5 lives and giving assistance to a further 136 people.

In recent years, there was a significant increase in the number of launches and lives saved by our lifeboats. This mainly was due to our sponsorship of *Public Servant*, which was one of the lifeboats serving on the River Thames - the busiest lifeboats in the RNLI's entire fleet. After extensive service, *Public Servant* is now used as the emergency boat on the river and had no outings in 2011.

Total launches and rescues by
The Fund's lifeboats currently in the
RNLI fleet:

Our boats	Launches	People rescued (including lives saved)
<i>Stranraer Saviour</i>	28	24
<i>Mudeford Servant</i>	253	306
<i>Angel of Holyhead</i>	87	88
<i>Public Servant</i>	688	217
<i>Hunstanton Flyer</i>	90	60
<i>Sgt Bob Martin</i>	331	330
<i>Charles Dibdin</i>	63	31
<i>Princess Royal</i>	246	170
<i>David Roulston</i>	30	9
<i>Guardian Angel</i>	51	37
<i>Windsor Runner</i>	144	184
<i>Fraser Flyer</i>	162	218

There currently are nine Lifeboat Fund lifeboats in the RNLI active fleet: *Stranraer Saviour* at Stranraer, Scotland; *Mudeford Servant* at Mudeford, Dorset; *Angel of Holyhead* at Holyhead, Wales; *Hunstanton Flyer* at Hunstanton, Norfolk; *Public Servant* at Lifeboat Pier, London; *Sgt Bob Martin* at Poole, Dorset; *Charles Dibdin* at New Brighton, Merseyside; *RNLB Princess Royal* at St Ives; and *David Roulston* at Portrush, Northern Ireland. The relief fleet includes our RNLBs *Guardian Angel*, *Windsor Runner* and *Fraser Flyer*.

Three other lifeboats provided by The Fund and no longer in active service are to be seen in a unique RNLI museum in Kent. The *Edward Bridges* (at Torbay until 1994), *St Cybi* (at Holyhead until 1980) and the *North Foreland* (at Margate until 1978) are on display in the "Lifeboat!" Gallery at the Historic Dockyard, Chatham, Kent. We would encourage supporters to visit this museum.

A new image for The Lifeboat Fund

Last year's "Report and Financial Statements" document promoted the charity's new brand: with a logo designed by APS Group (Scotland) Ltd. That 2010 report (generously donated by the APS Group) showed the eye-catching design to great advantage. This 2011 report was also generously supplied at no cost to The Fund by APS Group: the Trustees are extremely grateful that the company has supported the charity in this important way. We hope the new, modern image can advance the charity's identity, while stimulating attention from a wider community of interest.

The exciting new website (www.thelifeboatfund.org.uk), built by Scottish Government's ISIS (Information Services & Information Systems) team, which was launched in 2011, has attracted much praise. Its news section contains reports of appeal activity across the UK, while its 'RSS (Really Simple Syndication) feed' lifts automatically the latest news articles appearing on the RNLI's website. Supporters are warmly encouraged to submit their feedback on the website, and to send the Secretary (secretary@thelifeboatfund.org.uk) their personal messages of support to post in the section, "We support The Fund because..."; on the Home page.

The charity's story - now available on-line

A fascinating booklet written at the time of The Fund's 125th anniversary was digitized in 2011, most kindly, by the National Library of Scotland. "A History of The Fund and its Lifeboats" was written by Leslie G Fawkes, Tony Barker and Jeff Morris, including a message from our Patron, HRH The Duke of Kent, writing as President of the RNLI. It is an interesting archive telling of the origins of the charity and the distinguished performance of its boats in the years up to 1991. It can be accessed on the website. Those who do so will discover that, along with a number of distinguished former champions, none other than Sir Winston Churchill lent his support to The Fund, first accepting the position of Vice-Patron in 1914 when First Lord of the Admiralty and continuing his patronage for over 50 years.

Many ways to donate

New on-line and texting services

In May 2011, The Lifeboat Fund took out a registration with "JustGiving". This on-line donations service provides a range of ways to donate to the charity (one-off payments, regular payments, texting donations etc). It also includes a sponsorship service, allowing supporters to create a 'page' for their activity or event, on which sponsors can donate. This service already has attracted attention from a wider range of supporters than previously. Since registration, up to the end of 2011, a total of over €7,100 (including Gift Aid) has been raised for The Lifeboat Fund through JustGiving. We are indeed grateful to those responsible for these donations.

In January 2012, The Fund registered with BT MyDonate. This is another well-used charity donations site, including a sponsorship service; it is free to use and Gift Aid is added where appropriate. By engaging with this example of British Telecom's (BT) contribution to the community, we continue our longstanding links with that body. BT visitors to The Fund's charity page will see a big 'thank you' for their generous payroll giving.

Gift Aid



The Fund can reclaim tax on all donations if donors have paid sufficient income tax and want their donation to be made under the Gift Aid Scheme. Supporters are invited to complete a simple declaration form (available on the website) so that tax can be reclaimed. In 2011, The Fund reclaimed €5,500.

HM Revenue & Customs will not accept Gift Aid declarations without a home address and postcode, so all supporters are urged to give this information.

Payroll giving and pension payroll giving

The Fund encourages donations to be made through payroll and pension payroll giving and has designed forms (on our website) to make it as easy as possible for people to donate in this way. The charity processing agents (Charities Trust, Charities Aid Foundation and South West Charitable Giving) also provide forms which can be used and "The Lifeboat Fund" should be quoted by anyone who wants to donate to us through this route.

We were delighted to learn in February 2012 that The Lifeboat Fund is one of the top 100 charities (out of 975) to which donations are made by Royal Mail Group employees in their record-breaking payroll-giving scheme.

Legacies

The Fund also reminds supporters how a legacy can help lifeboat crews long into the future. Lifeboat Fund-branded 'legacy' bookmarks are available from 2012: an item of new merchandise, mentioned below.

A range of publishing bodies is helping too

The charity is indebted to all those organisations who support us by publishing our articles in their magazines and/or on their websites. The range of these increased in 2011. We continue to submit articles to each edition of "The Pensioner" (published by the Civil Service Pensioners' Alliance). Giving by pensioners remains healthy – the lower donations figure, compared with last year, is due mainly to a single generous donation of €10,000 in 2010. The Lifeboat Fund is very grateful indeed.

Also in 2011, the Civil Service Sailing Club kindly published our advertisements, as did the National Federation of Occupational Pensioners – pensioners of the Royal Mail and BT subscribe to that body – and "Benhealth", the magazine of

Benenden Healthcare Society (which includes civil servants, Royal Mail and BT employees in its membership). We also were delighted that the organisation handling Royal Mail staff publications promoted The Lifeboat Fund as a channel for those supporting the RNLI's 2012 "SOS Day".

This year, we shall continue to encourage those and other Civil Service-affiliated bodies to publish articles of this official charity. At the time of writing, we look forward to seeing our first article published by the Civil Service Retirement Fellowship in their Autumn edition of "Avanti". The Civil Service Insurance Society is also discussing with us how it might highlight our Appeal and support the cause.

Raising funds for the charity in 2011

Running the 2011 appeal

In 2011, while the principal Appeal Day focused on 16 September (or 15 – to avoid the Autumn holiday), our supporters were also made aware of the RNLI's fundraising seasons in case they wanted to focus on those, as well or instead of the 'traditional' September time. This meant that "SOS Day" in January saw some offices collecting donations in return for SOS lifebelt badges, and the RNLI's major street collection week in early May proved a winner for the Scottish Government.

The charity also keenly promotes the message that “no time is a bad time to raise money for The Fund”! Our supporters will know best what works for them: e.g. pre-Christmas fundraising in 2011 provided a special buzz for certain government bodies (read more below).

Fun – and so easy!

This appeal provided clear evidence that fundraising doesn't have to be at all onerous - but it must be fun!

These really easy ways to raise money are recommended to supporters – and potential supporters – who may be concerned about the resources involved in fundraising:

- **departments donate a small sum for each completed Civil Service People Survey** – this is one simple way to encourage survey responses and boost the official charities
- **ask canteen providers to place collecting boxes at their tills** - they receive welcome small change and staff can lighten their purses and pockets; this proves popular with all concerned
- **display small items like SOS badges in reception areas** - another way to raise donations requiring minimal organisation

- **host lending libraries for books, CDs etc**, where items are borrowed or bought in exchange for a small voluntary donation - these are appreciated by colleagues and benefit the charity.

To give one example, the Scottish Government did all four of these in 2011. The canteen collections and charity ‘libraries’ ran at all or most of its main buildings **throughout the year**. The total raised by these four activities alone topped €2,320 (total SG workforce is c.5,500 staff; both The Fund and the CS Benevolent Fund benefited by more than €550 from the SG's Employee Survey). Think what a difference it could make to saving life if all Civil Service bodies did this!

The Fund decided not to hold its own competition, but many local competitions did take place, delivering the pleasure that's an essential element in making fundraising popular with colleagues. The RNLI can supply Fund supporters with free branded materials - including games such as lifeboat station sweepstakes. In 2011, several boxes of attractive RNLI merchandise were also donated free of charge (when more than one of these boxes is ordered, there may be a charge – please direct queries to the Secretary: secretary@thelifeboatfund.org.uk).

What they did – a snapshot of 2011 appeal activity

Here is a flavour of what some departments did for their 2011 appeals. Sharing good practice is important and we hope this may give readers a few ideas for fundraising they might enjoy trying with their colleagues. The photographs on the next two pages show what a good time was had by all.

Many new and different activities marked the appeal last year. These are just a few examples –

Cabinet Office came back on board in 2011 – their Social Action Team responds strongly to appeals and got a real boost from the support of Sir Gus O'Donnell (the now retired Head of the Civil Service). A great deal of cake was baked, sold, and eaten and the ever popular bring-and-buy second-hand book sale also did well. Publicity went out on the Cabinet Office Intranet and boxes and posters were positioned all around the office. Almost €600, plus Gift Aid, was the reward for this great effort.

The Northern Ireland Civil Service has 12 departments, all of whom sprang into action, ably supported by their new 'lead fundraising team'. This is a highly efficient approach. Amongst a wide range of fundraising activities, "The Lifeboat Fund 'Bonus Ball' Competition" was distributed to each office via e-mail; a charity book sale took place just before the holidays and colleagues bought books for holiday reading, selling the remainder for a donation to a local second-hand bookshop; a 'Trolley Day' recalled the times when tasty offerings were transported to staffs desks at the morning and afternoon coffee breaks (for this event, these included scones, jam and fresh cream, provided by colleagues); the RNLI's SOS badges were offered for donations with collecting boxes in reception areas; a very successful sale of jewellery, cards etc produced by two highly talented individuals who turned their hobby to the charity's benefit; and, come the festive season, a Christmas hamper raised welcomed funds at Royston House. (They are now planning for 2012.)

The Department for Work and Pensions

- colleagues in the Humber area took part in a run from lifeboat station to lifeboat station along the East Coast, to raise money; there were also numerous quizzes, lots of cake sales and much donning of fancy dress, involving many DWP offices nationwide - all in the name of raising money for The Lifeboat Fund.

HM Revenue & Customs (HMRC) has strengthened its links to the charity, with a second Trustee joining the Committee in 2011 and a new fundraising team. The pre-Christmas period gave a real buzz to their campaign, when no less than 21 hampers were made up by colleagues and bid for at auction – that activity alone raised €1,036 towards the 2012 appeal.

The Department for Environment, Food and Rural Affairs (Defra)

also found the Christmas period a great time to fundraise. The Department's Marine Programme organised a Christmas Fair on 13 December to support The Lifeboat Fund. Minister, Richard Benyon, opened the event and, with Permanent Secretary, Bronwyn Hill, and other senior staff, patronised the many stalls and activities. These included cake and book sales; a treasure-hunt run by pirates (from the Soils Team); a tombola; a raffle with the prize being a visit to 'The Tower'; and some intriguing competitions! A sharp reminder of the importance of giving was provided by the presence of RNLI volunteers from Tower Lifeboat Station. Lots of people helped make this happen and found the whole exercise incredibly rewarding - they were delighted that it raised €1,045.

National Audit Office decided to row across the English Channel - in the gym! They actually completed the return leg as well, arriving back in Dover before lunchtime. Amyas Morse, Comptroller and Auditor General, got things off to a good start and, aside from the marathon row, cake sales and a quiz also helped the fundraising. Their aim was to raise enough for a full lifeboat crew kit (which our Treasurer, Madeline Dugmore, modelled on the day); and they raised over €1,000.

The Ministry of Justice fully adopted the nautical theme at its various establishments for Appeal Day on 16 September. A ship-shaped cake sale was a big hit at the Law Commission; Essex Magistrates' Court enjoyed a tombola and pirate-themed quiz; Northumbria Central Enforcement Unit 'dressed down' and sold cakes and scones; and the Communications Directorate were press-ganged into buying and eating a range of nautical edibles, including sugar squids! The MoJ Intranet drove the fundraising forward with its bulletins, and collection boats were provided on all reception desks and in the staff restaurant. That 'push' raised over €600.

The Department for Business, Innovation and Skills used the traditional September week for some serious fundraising: a cake and book stall; collecting tins and SOS badges in all staff restaurants; and publicity for payroll giving to The Fund. A special Lifeboat Fund-branded recipe book was compiled for the bookstall containing colleagues' favourite dishes. Permanent Secretary, Martin Donnelly, lent his support. BIS were pleased their efforts came close to achieving the purchase cost of an all-weather lifeboat jacket.

The UK Statistics Authority/Office of National Statistics opted for a Christmas Fayre which raised over €500; this sum will be combined with more fundraising planned for early 2012, getting us off to a grand start for the next appeal.

The Scottish Government was delighted to get on board, following registration of The Fund as an official Scottish charity late in 2010. A wide range of appeal events took place in offices across the SG estate, in

addition to the year-long activities mentioned above. Two themes predominated – attracting equal amounts of enthusiasm: eating cake and getting fit. A team taking part in SG's Extended Development Programme worked with the Sports and Social Association in the "Get Fit for a Kit" initiative, which exceeded its target of buying an all-weather lifeboat crew kit. The Fund's Chair, Permanent Secretary, Sir Peter Housden, got that event off to a flying start with his mini-triathlon. Colleagues at Disclosure Scotland had great fun with a "Carnival of the Sea" which took the theme to new levels: a coconut shy, ice-cream, rubber ducks, Capital Radio, and senior officials even submitted themselves to a soaking-board! Other successful fundraisers took part in: the Edinburgh Marathon Festival; a bike ride to Scotland's busiest lifeboat station; and sponsored walking. A generous colleague donated his retiring collection to the cause and our canteen providers, Sodexo, donated profits from their delicious fishy 'feature dishes'.

The Student Awards Agency for Scotland focused on pampering. Short massage sessions were organised with their regular, visiting therapist who donated generously from her fees; and a raffle with 'pamper'-related prizes such as beauty products, chocolates and wine had as its top prize a "Pamper Hamper" (selection of donated prizes).

The Scottish Law Commission punched well above its weight – an office of c.25 people raised over €88, selling SOS badges and holding a 'dress down' day each month.

We're always pleased to hear about supporters' fundraising campaigns. If you are prepared to share this information, please contact the Secretary; secretary@thelifeboatfund.org.uk - we should love to feature it on the website. As mentioned, we aim to encourage more organisations to join us in helping raise vital funds for the RNLI.

A big Department is reaching out to its colleagues

Our new volunteers in the HMRC and their Trustee, Diane Wailes, are taking steps to raise awareness of The Lifeboat Fund with HMRC staff across the organisation. They have linked The Fund's website to their Intranet 'Homepage', making this much more visible to staff. An article will feature in an edition of HMRC's staff magazine "Pulse", focusing on: real-life stories from HMRC colleagues who are RNLI volunteers; information about how people can support The Lifeboat Fund; and the good work of our Trustee, Jay Mandalia, who ran their Christmas hamper initiative.

Big departments like HMRC have large numbers of staff across the UK who may wish to donate – all efforts to raise their awareness and give them the chance to do so are valuable. This approach is also key to DWP's stupendous success, raising substantial funds for the charity over recent years.

Similarly, the Northern Ireland Civil Service now has fundraising volunteers in each of its departments, who are supported by our Council member, Adela Ginn; their 2011 appeal was undertaken with impressive vigour.

This approach is also key to DWP's stupendous success, raising substantial funds for the charity over recent years.





Other fundraising ideas required?

Sharing good practice is important and we hope that flavour - see previous pages - of departments' 2011 appeal may spark fresh initiatives.

The "A to Z" Fundraising Guide - new last year – remains on the website, but clearly this cannot 'top' departments' own originality! For example, Defra's competition to "guess the weight and species of the fish" and its "animal tracks in the snow quiz" grabbed the charity Secretary's attention.

So let's keep in touch and compare notes!

Another new development last year was the establishment of a "Community of Practice" for The Lifeboat Fund. This is hosted by a public service website supporting a wide range of collaborative networks. Ours is a 'private community' for the use of supporters; those who would like invitations to join should contact the Secretary: secretary@thelifeboatfund.org.uk. The Lifeboat Fund 'Community' contains fundraising materials, sample articles, great photographs provided for our use by the RNLI, and more. There is a Forum where members can post their own ideas and fundraising news – hopefully this will help to share 'what works'. By the time you read this, our Community of Practice will have migrated over to a brand new networking site called "The Knowledge Hub".

Fundraisers are also encouraged to ask the Secretary if they would like to take part in 'teleconferencing', for discussion about the secrets of successful campaigning. We believe that providing for focused dialogue with successful fundraisers is more immediate and efficient than holding workshops.

New plans for supporting the RNLI's life-saving work

The RNLI's work in 2011 demonstrated why we cannot be complacent. This was its second busiest year ever, both for lifeboat launches and for the time crews spent out at sea. The RNLI also had to respond to the current financial climate from which no organisation is protected, particularly as it relies totally on voluntary donations. It has taken necessary steps to trim its annual budget very substantially, putting greater focus on the men and women who save lives.

2012 Lifeboat Fund Appeal

Timing of the appeal

The Lifeboat Fund is delighted to develop its closer working partnership with the RNLI, which helps by providing us with high-quality fundraising materials. Volunteers raising money for The Lifeboat Fund are invited to consider which fundraising season is likely to be successful for them, or whether to spread their efforts across the year.

The decision must rest with each organisation – larger bodies and departments are likely to concentrate their fundraising around a single period – some will favour the time of The Lifeboat Fund's 'traditional' September appeal. Those who do that in 2012 might select 14 September or a date/week nearby.

We also suggest for 2012 that supporters might consider the season mid-May to mid-June as the focal point of their fundraising. This covers the official celebrations for Her Majesty The Queen's Diamond Jubilee. The RNLI will be prominent in those – attracting attention to the cause – and charity lunches will be promoted by the Palace. Lunches, coffee mornings, raffles, galas or other themed events around that time may prove attractive to our supporters and raise welcome contributions for The Lifeboat Fund's 2012 Appeal. However you decide to help, the charity is extremely grateful!

The subject of our appeal

The focus of our 2012 Appeal takes us further into new territory. The RNLI has asked The Fund to pay for:

- **lifeguard training** of one person at every RNLI lifeguarded beach in the UK;
- **kitting out their crew** in the latest safety lifejackets, as part of a current 'roll out'; and
- **maintenance of lifeboats** that we have purchased which now require it.

We are delighted to be supporting for the first time the lifeguards' vital work protecting and rescuing beach users and providing water safety advice to young people and others. Every year, around 7,000 of the many people who head to the seaside for recreation will get into serious difficulties. In 2010 alone, RNLI lifeguards dealt with 16,664 incidents, aided 18,779 people and saved 107 lives. Sometimes when incidents occur at the beach, seconds count in giving the folk concerned a fighting chance of survival. For this we need lifeguards – their RNLI training is funded entirely by voluntary contributions.

Our target for the 2012 Appeal is €150,000.

New Lifeboat Fund merchandise

Inspired by The Fund's great new logo, and by the RNLI's own car stickers, we have asked the RNLI to produce car stickers bearing our logo, for our supporters to offer for donations. We hope these prove successful.

In addition, Lifeboat Fund 'legacy' bookmarks are available this year, to encourage the many people who buy and borrow from our volunteers' bookstalls to consider the charity in their Wills.

Supporters are reminded that stickers bearing The Lifeboat Fund logo also can be ordered, for fixing to RNLI materials to show you are fundraising for this charity.

All of these materials, in addition to fundraising stationery, posters etc, are provided by the RNLI to our volunteers free-of-charge (over-ordering should, however, be avoided as costs are involved in their production).

Charity registration

In the course of 2012, we may be required to apply for registration by the Northern Ireland Charity Commission, to operate as a charity in Northern Ireland. Due to a technical legislative matter that Commission has not yet started registering charities, but it has been made aware of our interest. In the meantime, supporters are still able to raise funds in Northern Ireland.

Beyond 2012 – ways to help the crew

In our forward planning, beyond the 2012 appeal, we are discussing with the RNLI several inspiring themes. These will be reviewed for confirmation each year, depending on priority. For example, we are interested in further support of crew kit and training and, if fundraising allows, to provide those crucial commodities over a couple of years for one crew member at **each** UK lifeboat station – aware that some supporters have a close affinity with their local station. In later years, if the RNLI requires it, purchase of another lifeboat may be considered.

We shall keep our supporters apprised as longer-term plans develop.

In the words of our Patron, HRH The Duke of Kent (from his message at the start of the 125th Anniversary booklet):

“Whatever happens in the future,
there will always be lives to save at sea.”

Who We Are

Trustees

The Communications and Public Service Lifeboat Fund, also known as The Lifeboat Fund, consists of a Council with a Constitution - its governing document. The Council appoints members of the Executive Committee who serve as The Lifeboat Fund's Trustees. In inducting them, the

Council requires new members to familiarise themselves with "The Essential Trustee: What you need to know", a Charity Commission publication, which aims to provide Trustees with a full awareness of their responsibilities and duties. Members are also required to read and understand the guidance

produced by the Office of the Scottish Charity Regulator, as The Fund is a charity registered in Scotland.

The Trustees who served on the Executive Committee during the year ended 31 December 2011 and members who have been appointed since are shown opposite:

“The Communications and Public Service Lifeboat Fund, also known as The Lifeboat Fund, consists of a Council, with a Constitution - its governing document.”

THE COMMUNICATIONS AND PUBLIC SERVICE LIFEBOAT FUND – THE LIFEBOAT FUND
TRUSTEES' REPORT FOR 2011 CONTINUED

Name	Office/Government body	Period in post, if not for whole year
Sir Peter Housden KCB	Chairman/Scottish Government	Resigned September 2011
Sir David Rowlands KCB	Deputy Chairman	Appointed October 2011
Mrs Frances Kilner (formerly Ryan)	Deputy Chairman/ Department for Work and Pensions	Resigned December 2011, with effect from end March 2012 and having completed the 2011 annual accounts
Ms Angela Saunders	Hon. Secretary/Scottish Government	Appointed to start as Hon. Treasurer from April 2012
Ms Madeline Dugmore	Hon. Treasurer/National Audit Office	Mr Cheetham resigned his position as Trustee at the 2011 AGM and was replaced in that capacity by Ms Frances Ryan (now Kilner)
Ms Christine McLaughlin	Hon. Treasurer/Scottish Government	Appointed February 2012
Mr Nick Cheetham	Department for Work and Pensions	Appointed February 2012
Ms Bronwyn Hill CBE	Department for Environment, Food and Rural Affairs	Appointed January 2011
Ms Una O'Brien CB	Department of Health	Appointed July 2011
Mr Simon Claydon	Department of Health	Appointed November 2011
Ms Hope Halstad	Serving in a personal capacity	Resigned April 2011
Mr John Jarvis	Civil Service Pensioners' Alliance	Resigned March 2011 (not March 2010, as recorded in the 2010 Report)
Mrs Jay Mandalia	HM Revenue & Customs	Resigned April 2011
Ms Louise Selby	Home Office	Resigned January 2011
Mrs Diane Wailes	HM Revenue & Customs	
Ms Nicola Baker	Ministry of Justice	
Sir Kevin Tebbit KCB CMG	Serving in a personal capacity	
Mr Tom Grant	Serving in a personal capacity	
Ms Tracey Orchard	HM Revenue & Customs	
Mrs Rosina Robinson	Serving in a personal capacity	

Members of the Council

The Council of The Lifeboat Fund can comprise representatives from organisations and Departments of the Civil Service, Royal Mail and British Telecommunications plc, and from other bodies, who act on a voluntary basis. The present Council members (at time of writing in February 2012), excluding the Officers, are:

Ms Carolyn Airey	Department for International Development
Ms Nicola Baker	Ministry of Justice
Ms Dot Blackburn	Cabinet Office
Ms Rachel Bushell	Department for Education
Mr Simon Claydon	Department of Health
Ms Anne Coan	Health and Safety Executive
Ms Kathleen Cowan	Accountant in Bankruptcy
Ms Gail Davison	Department for Education
Ms Wendy Derrett	UK Statistics Authority/Office for National Statistics
Mr Eldad Druks	Crown Prosecution Service
Ms Sarah Duncan	Student Awards Agency for Scotland
Mrs Adela Ginn	Northern Ireland Civil Service
Ms Hannah Gautrey	UK Trade and Investment
Ms Hope Halstad	Serving in a personal capacity
Ms Claire Hardy	National Audit Office
Ms Bronwyn Hill CBE	Department for Environment, Food and Rural Affairs
Mr Kevin Lowrie	Department for Business, Innovation and Skills
Mr Terence Ilott	Department for Environment, Food and Rural Affairs
Mr John Jarvis	Civil Service Pensioners' Alliance
Mr Matt Keay	Ministry of Defence
Ms Laura Mackie	Disclosure Scotland
Ms Lynne MacMaster	Crown Office and Procurator Fiscal Service

THE COMMUNICATIONS AND PUBLIC SERVICE LIFEBOAT FUND – THE LIFEBOAT FUND
TRUSTEES' REPORT FOR 2011 CONTINUED

Mrs Jay Mandalia	HM Revenue & Customs
Ms Bev Marvin/ Mrs Linda McGarty	HM Land Registry
Ms Una O'Brien CB	Department of Health
Ms Elaine Radburn	Dept for Communities and Local Government
Ms Louise Selby	Home Office
Ms Harriet Stevens	HM Revenue & Customs
Mr Jonathan Stones	Department of Health
Mrs Diane Wailes	HM Revenue & Customs

Trustees' responsibilities

The Trustees administer and manage The Fund while the Council oversees the strategy. Day-to-day business of the charity is conducted by the Honorary Secretary and Honorary Treasurer under the direction of the Executive Committee.

The Trustees are responsible for preparing the Trustees' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;

- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

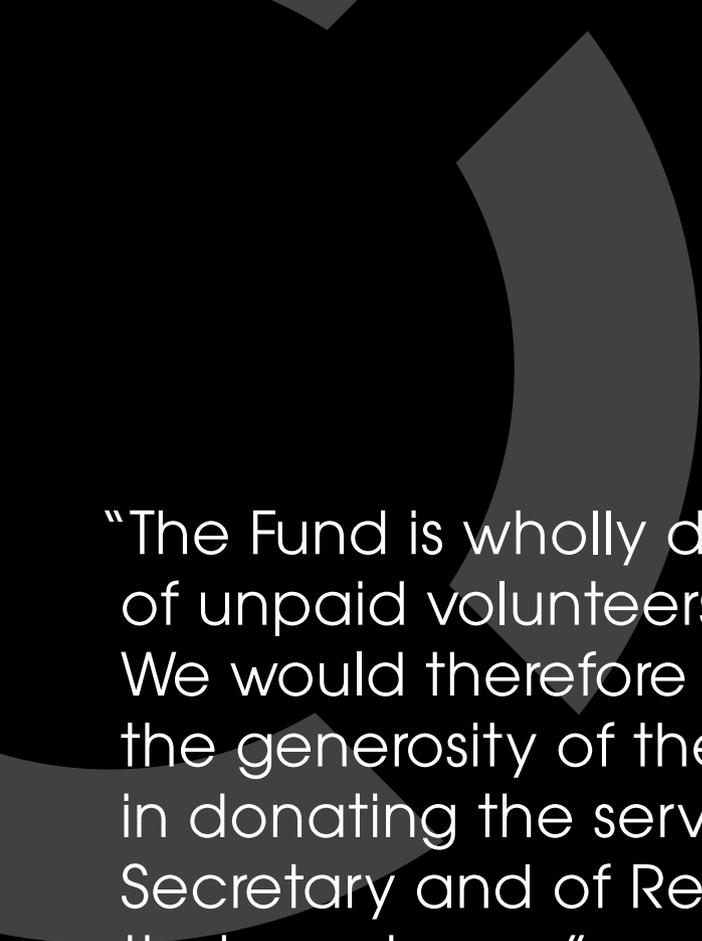
The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. (Legislation in the United Kingdom which governs the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.)

This report was approved by the Trustees on 25 April 2012 and signed on their behalf by:

Peter Housden
Chair
on behalf of the Trustees

“The Trustees administer and manage The Fund while the Council oversees the strategy. Day-to-day business of the charity is conducted by the Honorary Secretary and Honorary Treasurer under the direction of the Executive Committee.”



“The Fund is wholly dependent on the services of unpaid volunteers and donations in kind. We would therefore wish to acknowledge the generosity of the Scottish Government in donating the services of its Honorary Secretary and of Reeves & Co LLP in donating their services...”

2011 Financial Summary

In 2011, The Lifeboat Fund collected €122,000 for the RNLI. The main sources of these donations were:

	2011	2010
	£	€
Pension payroll giving (net of distribution charges)	53,000	57,000
Payroll giving	16,500	16,000
Traditional appeal	42,000	54,000
Miscellaneous	5,000	3,000
Gift Aid	5,500	1,000
Total	122,000	131,000

This underlines the continuing strength of support from pension payroll giving and a substantial strengthening of Gift Aid contributions through the traditional appeal.

The in-year cost to The Lifeboat Fund of collecting these donations was €6,000, or about 5 per cent, of which €2,200 are fees charged by the agencies which collect and distribute pension payroll giving on The Fund's behalf and €2,200 was the cost of printing appeal leaflets.

This, however, does not take into account the original €78,000 cost of the three appeals in 1997, 2001 and 2005 which triggered the pension payroll giving, nor the value, estimated

at €37,400 of the Honorary Secretary's time and expenses which were sponsored by the Scottish Government.

Reserve policy

The Fund does not hold any reserves. It retains any sums as necessary to meet planned expenditure, and transfers all other income as it arises to the RNLI. The RNLI holds our donations in a restricted fund, accruing notional interest until there is sufficient to purchase a new lifeboat or any other purchase or form of support The Fund decides on.

The balance brought forward in this restricted fund at 1 January 2011 was €590,500 and by adding this year's net donations of €98,000 and €8,600

of notional interest and deducting €75,000 for purchase of a lifeboat and some minor expenditure, the restricted fund has a closing balance at 31 December 2011 of €620,000.

The Fund is wholly dependent on the services of unpaid volunteers and donations in kind. We would therefore wish to acknowledge the generosity of the Scottish Government in donating the services of its Honorary Secretary, of Reeves & Co LLP in donating their services as the Honorary Independent Examiner and of Dover House in providing meeting facilities for the Executive Committee. We greatly appreciate their support.

The Fund's financial statements and a summary of contributions are part of this annual report.

Risk management

Apart from the relatively small amounts spent on fundraising and administration, The Fund passes all its receipts onto the RNLI to invest and hold in the restricted funds as explained above.

The main risk faced by The Fund would be an unexpected decrease in money raised through fundraising. However, as around 80 per cent of our income comes from pension payroll giving, Trustees consider this to be relatively low risk – particularly as it can be monitored regularly.

As a result of technological and cultural changes, The Fund could also face the risk that our traditional method of circulating an appeal sheet to civil servants and Royal Mail employees is no longer effective. As more appeals are now made through external Internets or internal Intranets, The Fund therefore introduced online giving to ensure that potential donors have a quick and easy way to contribute. Our website communications have also been developed in line with those of other successful charities.

Remuneration to charity Trustees

No remuneration or other benefits were paid from the charity to a Trustee.

Relationship with other charities

Since its foundation in 1866, the Communications and Public Service Lifeboat Fund has been the biggest single supporter of the RNLI. Supporting the RNLI remains its sole purpose.

The RNLI is a registered charity which exists to save lives at sea by providing, on call, the 24-hour search and rescue service to 100 nautical miles out from the coast of the UK and Republic of Ireland, and a seasonal lifeguard service on over 150 of the busiest beaches in England and Wales. It depends entirely on voluntary giving and legacies for its income, and for the most part on volunteers to crew its lifeboats. The support given by The Lifeboat Fund to the RNLI helps to maintain over 330 lifeboats and four hovercraft in its active fleet, based at 235 lifeboat stations.

It costs €148 million every year to run the RNLI. The donations which provide that income are put to very good use – the RNLI's volunteer crews rescued over 16,000 people in the last 2 years alone - an average of 22 people every day.

The RNLI pays for most substantial expenditure by The Fund out of restricted funds, held as explained earlier in this report, subject to the approval of The Fund's Executive Committee. At the end of each financial year, the RNLI provides The Fund with a Statement of Account, which agrees the amount held by the RNLI in a restricted fund on behalf of The Fund and which is reflected in the additional note set out below the Balance Sheet in our financial statements.

Independent Examiner's Report for the Year Ended 31 December 2011

I report on the accounts of the charity for the year ended 31 December 2011 which are set out on pages 29 to 40.

Respective responsibilities of Trustees and Examiner

The charity's Trustees are responsible for the preparation of the accounts. The charity's Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) or under Regulation 10(1) (a) to (c) of the Charities Accounts (Scotland) Regulations 2006 (the 2006 Regulations) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011 and under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 (the 2005 Act);
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission and is in accordance with Regulation 11 of the Charities

Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act and section 44 (1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act and section 44(1)(b) of the 2005 Act and Regulation 8 of the 2006 Accounts Regulations

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Dated:

G Jones, ACA BSc (Hons),
Reeves & Co LLP,
Chartered Accountants,
Montague Place,
Quayside,
Chatham Maritime,
Chatham,
ME4 4QU

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2011

		Unrestricted Funds 2011 £	Unrestricted Funds 2010 €
	Note		
Incoming resources			
Incoming resources from generated funds			
Voluntary income	2	162,016	159,642
Investment income		1	1
Lifeboat Fund expenses met by the RNLI		2,170	3,756
Total incoming resources		164,187	163,399
Resources expended			
Costs of generating funds			
Costs of generating voluntary income	3	43,527	33,478
Charitable activities	3	98,227	122,009
Governance costs	3	1,000	1,000
Total resources expended		142,754	156,487
Net incoming resources for the year		21,433	(6,912)
Reconciliation of Funds			
Total funds brought forward at 1 January 2011		46,496	39,584
Total funds carried forward at 31 December 2011		67,929	46,496

The Statement of Financial Activities includes all gains and losses recognised in the year. The notes on pages 35 to 40 form part of these financial statements.

BALANCE SHEET AS AT 31 DECEMBER 2011

		Total Funds 2011 £	Total Funds 2010 €
	Note		
Fixed Assets			
Tangible fixed assets	6	-	-
Total fixed assets		-	-
Current assets			
Receivables	7	4,791	-
Cash at bank and in hand	8	63,365	46,496
Total current assets		68,156	46,496
Current liabilities			
Payables	9	(227)	-
Net assets		67,929	46,496
The funds of the charity			
Unrestricted income funds		67,929	46,496
Total charity funds		67,929	46,496

The financial statements were approved by the Trustees on 25 April 2012 and signed on their behalf by:

Madeline Dugmore
Honorary Treasurer

Peter Housden
Chair

The notes on pages 35 to 40 form part of these financial statements.

Additional note

The RNLI holds the money donated to them by The Lifeboat Fund in Restricted Funds, accruing notional interest, until there is sufficient to buy a lifeboat or to contribute to a RNLI project approved by The Fund's Trustees. At 31 December 2011, the position of these Restricted Funds was as follows:

	2011 £	2010 €
Balance in RNLI Restricted Funds for The Lifeboat Fund at 1 January 2011, as previously stated	590,522	662,063
Less: payments towards RNLI projects or lifeboats	(75,000)	(200,000)
The Lifeboat Fund's donations to RNLI	98,005	121,893
Notional interest received in year on Restricted Fund balances	8,623	10,322
Less: Lifeboat Fund expenses paid direct by RNLI	(2,170)	(3,756)
Balance in RNLI Restricted Funds for The Lifeboat Fund at 31 December 2011	<u>619,980</u>	<u>590,522</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2011

1. Accounting Policies

1.1 Basis of preparation of accounts

The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in March 2005 and applicable accounting standards.

1.2 Fund accounting

Unrestricted funds are funds that are available for use at the discretion of the Trustees to advance the general objectives of the charity and that have not been designated for other purposes.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when The Lifeboat Fund is entitled to the income and the amount can be measured with sufficient reliability. Legacies are included when The Fund is advised by the personal representative of an estate that

payment will be made or property transferred, and the amount involved can be quantified.

Where incoming resources have related expenditure, as with fundraising, the incoming resources and related expenditure are reported gross in the Statement of Financial Activities.

Donations are only included in the Statement of Financial Activities when The Lifeboat Fund has unconditional entitlement to the resources.

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

Donated services and facilities are only included in incoming resources, with an equivalent amount in resources expended, where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

Investment income is included in the accounts when receivable.

1.4 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of the resources.

1.5 Value Added Tax

Value Added Tax is not recoverable by the charity and, as such, is included in the relevant costs in the Statement of Financial Activities.

1.6 Tangible fixed assets and depreciation

These are capitalized if they can be used for more than one year, and cost more than €500. They are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Office Equipment - 25% straight line over 4 years.

2. Analysis of Incoming Resources	Unrestricted Funds 2011 £	Unrestricted Funds 2010 €
Voluntary Income		
Donations, legacies and similar incoming resources		
Donations received gross of cost of distributing payroll and pension-giving costs	99,572	113,327
Gift Aid	5,504	879
Legacies received via RNLI	18,505	100
Donations received via RNLI	-	19,793
	<u>123,581</u>	<u>134,099</u>
Donated services		
Salary (met by a government department)	34,187	22,021
Employer's National Insurance contributions	3,248	1,967
Miscellaneous support costs (met by a government department)	-	555
Cost of services of the Independent Examiners	1,000	1,000
	<u>38,435</u>	<u>25,543</u>
Total Voluntary Income	<u><u>162,016</u></u>	<u><u>159,642</u></u>

3. Analysis of Resources Expended	Unrestricted Funds 2011 £	Unrestricted Funds 2010 €
Cost of generating voluntary income		
Cost of distributing payroll and pension-giving donations	2,167	2,349
Printing and distribution of appeal leaflets	2,170	4,323
Mailing to monthly donors	-	886
Miscellaneous	1,755	1,378
Salary and support costs	37,435	24,542
	<u>43,527</u>	<u>33,478</u>
Charitable activities		
Donations passed to the RNLI	79,500	102,000
Donations and legacies to The Lifeboat Fund received by the RNLI	18,505	19,893
Attendance at the launching and naming of lifeboats	222	116
	<u>98,227</u>	<u>122,009</u>
Governance costs		
Independent Examiners	1,000	1,000
	<u>1,000</u>	<u>1,000</u>

4. Net Incoming Resources

	Unrestricted Funds 2011 £	Unrestricted Funds 2010 €
This is stated after charging		
Independent Examiners fees	1,000	1,000
During the year no Trustee received any remuneration (2010 - €0)		
During the year no Trustee received any benefits in kind (2010 - €0)		
During the year one Trustee received reimbursement of administrative expenses of €1,098 (2010 - €1,552)		

5. Staff Costs

Staff costs were as follows:

Wages and salaries	34,187	22,021
Employer's National Insurance costs	3,248	1,967
	<u>37,435</u>	<u>23,988</u>

The average number of employees during the year was one (2010 – one)

6. Tangible Fixed Assets

	Office Equipment
Cost or valuation	
Balance brought forward	626
Additions	-
Balance carried forward	<u>626</u>
Accumulated depreciation	
Balance brought forward	626
Depreciation charge for the year	-
Balance carried forward	<u>626</u>
Net Book Value:	
Brought forward	<u>-</u>
Carried forward	<u>-</u>

7. Receivables

	31 December 2011 £	31 December 2010 €
Donations receivable from JustGiving	258	-
Gift Aid receivable	4,533	-
	<u>4,791</u>	<u>-</u>

8. Cash

	31 December 2011 £	31 December 2010 €
Cash at bank	63,345	46,496
Cash in hand	20	-
	<u>63,365</u>	<u>46,496</u>

9. Payables

Expenses due to the Scottish Government	213	-
Trade payables	14	-
	<u>227</u>	<u>-</u>

Summary of Contributions to The Fund
Recorded during the year ended 31 December 2011

	£
Department for Work and Pensions	21,354
Government Communications HQ	2,586
Department for Transport	1,112
Department for Environment, Food and Rural Affairs	1,046
National Audit Office	1,008
Ministry of Justice	931
Department of Health	797
Cabinet Office	574
Department for Business, Innovation and Skills	479
Department for Education	258
HM Revenue & Customs	113
Land Registry	25
UK Trade and Investment	5
Northern Ireland	
NI Department of Agriculture and Rural Development	578
NI Department for Social Development	500
NI Department of Enterprise, Trade and Investment	134
NI Social Security Agency	130
NI Civil Service	78
Scotland	
Scottish Government ¹	9,881
Scottish Law Commission	89
Civil Service Pensioners' Alliance	420
National Federation of Occupational Pensioners	150
Payroll Giving (including £16,435 from BT)	16,597
Pension Payroll Giving (Civil Servants and Royal Mail)	52,562
Tax Reclaim On Gift Aid Donations	5,504
Others	4,504
TOTAL	121,415

¹ In addition, members of the Scottish Government Sports and Social Association Golf Group participated in a charity golf competition organised by the RNLI in aid of the local lifeboat station in Dunbar raising some €430. This money was paid directly to the RNLI and is not recognised in these accounts.

13:00 hrs at the RNLI's London and South East Regional Office, 124-126 Webber Street, London

Item 1a, Welcome –

- Those attending were as follows:

Council Members –

- Sir Peter Housden, Chair;
- Frances Kilner, Deputy Chair (DWP);
- Madeline Dugmore, Hon. Treasurer (outgoing);
- Christine McLaughlin, Hon. Treasurer (incoming);
- Angela Saunders, Hon. Secretary;
- John Jarvis (Civil Service Pensioners' Alliance);
- Louise Selby (Home Office);
- Nicola Baker (Ministry of Justice);
- Bronwyn Hill (Dept for Environment, Food and Rural Affairs - Defra);
- Terence Iloff (Defra).

In attendance –

- Clinton Shaw;
- Gordon Jones (Reeves & Co LLP);
- Bianca Fischer, Katherine Vasey and Guy Addington (RNLI).

- The apologies were as follows: Diane Wailes, Dot Blackburn, Jenni Bright, Sir John Bourn, Adela Ginn, Kathleen Cowan, Jonathan Stones, Elaine Radburn, Robert Kinnear, Alison Hoffman, John Thompson, Sarah Duncan, Margaret Smith, Sir David Rowlands, Graeme Kenyon, Tony Barker, Paul Kilner, Harriet Stevens, Dame Valerie Strachan, Tom Grant, Una O'Brien, Jay Mandalia and Simon Claydon. Several of those sending apologies also sent messages of support.

- Nick Cheetham had resigned his position as lay member of the Executive Committee.

Main purpose of the meeting was to –

- take the Hon. Treasurer's report;
- take the Hon. Secretary's report;
- commend the 2011 Trustees' Report ("Report and Financial Statements for the year ended 31 December 2011") to the Council; and
- ask the Council to approve the election and re-election of the officers and members of the Executive Committee.

Item 1b, Chair's opening comments –

The Chair welcomed everyone and thanked the RNLI for their hospitality in kindly hosting the AGM. All were invited to stay after the AGM for the Executive Committee meeting.

Sir Peter commented that 2011 had been very positive for The Fund. The £122,000 raised was a fine achievement, especially given the prevailing conditions. While traditional appeal giving had decreased by £12,000 on 2010, it still showed an increase of 40% on 2009; and Departmental contributions had been especially encouraging. Once more, DWP had shown the way, raising over £20,000.

The effort to attract more government bodies to support the charity would continue.

Sir Peter drew attention to the number of launches of our latest lifeboat, the *David Roulston*. Handed over to the RNLI in April 2011, the boat had launched 30 times since then and some of its earliest rescues had included body boarders - a poignant reminder of the sad loss of the public servant after whom she was named.

The RNLI had been making its own efficiency savings during the second-busiest operational year in its history. The Fund had a target to raise £150,000 in 2012 to support the RNLI's life-saving work. For the second year running, the focus of the Appeal was the safety of volunteers who put themselves in danger to save souls in distress.

The Chair had been delighted to welcome Diane Wailes, Nicola Baker, Bronwyn Hill, Una O'Brien and Christine McLaughlin as new Trustees on the Committee. More good news of the past year was Frances Kilner's acceptance of the role of Deputy Chair – and congratulations were extended to Frances on her marriage to Paul.

The Chair also expressed The Fund's thanks to retiring Treasurer, Madeline Dugmore, for all her services to the charity.

Item 2, Honorary Treasurer's report –

The Hon. Treasurer gave the following report to the AGM, based on the "Report and Financial Statements for The Lifeboat Fund for year-ended 31 December 2011":

The Fund had raised £122,000 in 2011, which compared with £131,000 in 2010. Broadly most categories were similar but the Treasurer commented on four areas:

- the traditional appeal to serving civil servants was down by £12,000 (or 22%) from £54,000 in 2010 to £42,000 in 2011. The current year figure of £42,000 still represented a reasonable increase on the £30,000 raised in 2009.
- Miscellaneous income had increased by 67% to £5,000, which was attributed largely to the transfer to JustGiving for online donations.
- Gift Aid had increased substantially from £1,000 to £5,500. Again this was also attributed to the use of the JustGiving website, providing an easy mechanism for Gift Aid to be added automatically to donations.
- Pension payroll giving was down by £4,000. This represented the natural steady diminishing of receipts in this category at an average of £5,000 per annum.

In 2011, The Fund received notional interest from the RNLI of over £8,000 - low compared to historic figures because of the low bank rate. This interest was held by the RNLI in its Restricted Funds and was reflected in the footnote to the Balance Sheet.

During the year, The Fund gave £98,000 to the RNLI and completed the purchase of a lifeboat in Poole at a cost of £75,000.

Conclusion on the Accounts

At the end of 2011, The Lifeboat Fund had a balance of about £620,000 towards its current programme of expenditure agreed with the RNLI, which was to raise some £200,000 towards purchase of kit and provision of training to lifeboat stations across the UK. It was clear that The Fund was in a good position to meet this commitment.

In terms of future commitments, a separate paper had been prepared considering the reserves position and recommending acceptance of the RNLI's proposed programme going forward, with the aim of reducing the accumulated reserves to a steady state of between £100,000 and £150,000. (That policy paper was considered by the Trustees at their meeting immediately following the AGM, and was accepted.)

The following comments were made:

- Discussion regarding JustGiving included a query about whether donations using that website could attract Gift Aid when the donor was an organisation. In fact, only individuals' donations can attract Gift Aid, when the individual is eligible and quotes full home address details.
- The Chair enquired if benchmarks existed for the ratio of collection costs to donations raised. The Treasurer replied that The Fund's performance in raising £122,000 at a cost of some 3% was a good level of return.

The Chair thanked Madeline Dugmore for her diligent and prudent care of The Fund's financial arrangements during her time as Treasurer and wished her well for the future.

Item 3, Honorary Secretary's report –

The Hon. Secretary opened reflecting briefly on the recent 100th Anniversary of the tragic sinking of the RMS *Titanic*. Substantial media coverage had included the chilling fact of inadequate lifeboat provision on the vessel, coupled with the high proportion of First-class passengers given places in the lifeboats that were available. Moving forward to the present day, just one impressive aspect of the RNLI's ethos was that no judgments whatsoever affected its

rescues – whoever the individuals were and however they got into difficulty no effort was spared in bringing them to safety.

The Hon. Secretary proceeded to remark on the achievements and challenges of 2011 for The Lifeboat Fund. The total raised represented a fine result and the summary of giving by public servants, pensioners etc on page 41 of the 2011 Report made impressive reading.

The Fund's support to its fundraisers had been refined, and that would continue. In this regard, it was hoped that the new Fund-branded car stickers and legacy bookmarks would prove successful: over 50% of launches were made possible due to legacies.

The attention of attendees was drawn to page 11 of the 2011 Report, and the list of Lifeboat Fund boats in the current RNLI fleet. Once more in 2011, those lifeboats had performed well: launched 215 times and rescuing 141 people, 5 of whom now owed their lives to the men and women who crew these boats.

The 2011 Report's descriptions and illustrations of fundraising activity would hopefully encourage others to follow these good practices, and enjoy similar fulfilment in delivering successful campaigns.

The Hon. Secretary praised her RNLI colleagues, Bianca Fischer, Jenni Bright and their team for their sterling support – to fundraisers and to her, personally.

Warm thanks were due also to APS Group (Scotland) Ltd for providing at no cost to the charity such an impressively designed and produced annual report.

In 2012, The Fund's goals were to raise £150,000 to help purchase the new design of lifejackets, to maintain its boats, and to train one lifeguard at each UK lifeguarded beach. An ongoing goal was to increase further the list of Civil Service bodies which supported the charity. Expressing sincere thanks to all fundraisers and supporters, the Secretary hoped that 2012 would prove another really successful year.

- The Chair proposed that Council members should approve the "Report and Financial Statements for the year ended 31 December 2011", which they duly did.

Item 4, Election or re-election of officers –

The Council members approved:

- the election of –
Frances Kilner as Deputy Chair;
and
Christine McLaughlin as Hon.
Treasurer
- the re-election of –
Peter Housden as Chair; and
Angela Saunders as Hon.
Secretary.

Item 5, Election or re-election of members of the Executive Committee –

The Council members approved:

- the election of –
Diane Wailes (HM Revenue & Customs);
Nicola Baker (Ministry of Justice);
Bronwyn Hill (Defra); and
Una O'Brien (Department of Health) as Trustees
- the re-election of the following Trustees –
Simon Claydon (Department of Health);
John Jarvis (Civil Service Pensioners' Alliance);
Jay Mandalia (HM Revenue & Customs);
Louise Selby (Home Office);
and
Hope Halstad (serving in a personal capacity).

Item 6, Closing words from the Chair –

In conclusion, the Chair thanked: all attendees; the AGM's hosts, the RNLI, and Guy Addington, their guest speaker; also Gordon Jones of Reeves & Co LLP, The Fund's Independent Examiners and Accountants.

Sir Peter recorded his gratitude to the members of the Executive Committee, to all who had fundraised for the charity in 2011 and to those contributors, both serving and retired, who had donated so generously. Looking forward to 2012, Sir Peter wished all supporters and volunteers the very best for another successful Appeal.

Item 7, Guest speaker's address –

The Chair introduced Guy Addington, the RNLI's Divisional Sea Safety Manager.

Guy had followed in the footsteps of his father and grandfather as a lifeboatman, working out of Margate. In addition to his post with the RNLI, Guy was also a volunteer, and had been on a 'shout' in the early hours that very morning, when his experience of the more cumbersome features of the current lifejackets had caused him to anticipate enthusiastically the new jackets coming on-stream that year (some of which The Fund was helping to purchase). As Sea Safety Manager,

he often encountered members of the sailing fraternity wearing jackets they had obtained for their protection, which were no longer functional.

Guy entertained the gathering with stories of his own operational experiences – at sea, in flooding conditions and overseas. As a member of the 60-strong Flood Unit, Guy had seen service in many parts of the world, responding to requests from the Department for International Development (DFID). The Unit is available at 24 hours' notice and has assisted the DFID in places such as Bangladesh, Mozambique and Guyana.

Guy concluded by thanking The Fund for all its support to the RNLI and its crews.

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The previous Hon. Treasurer,
Madeline Dugmore prepared
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The Lifeboat Fund

Helping the RNLI save lives at sea, on our rivers and in flooding conditions by raising money from serving and retired staff from the Civil Service, Royal Mail and British Telecom.

Over the past 5 years, The Fund's lifeboats have been launched 1,321 times, saving 42 lives and rescuing a further 1,046 people.

We can only help the RNLI in its life-saving work with your help.

Visit www.thelifeboatfund.org.uk for more information about us.

Thank you to all our supporters!