

Strategic Plan for the Benevolent Fund of the Pharmaceutical Society of Northern Ireland 2009-2011

Background information

The Benevolent Fund of the Pharmaceutical Society of Northern Ireland was established in 1936 and a Committee was appointed, to administer the Fund. The only information that appears to be available, that sets out the purpose of the Benevolent Fund is contained in the The Pharmacy (Northern Ireland) Order 1976, as follows:

Part II

Article 3

Paragraph 3 (e) to provide relief for distressed persons, being-

- (i) members of the Society;
- (ii) persons who at any time have been members of the Society or have been registered as either pharmaceutical chemists, or chemists and druggists, or druggists or apprentices to pharmaceutical chemists, or as students of the Society; or
- (iii) (widows, orphans or dependants of deceased persons who were at any time members of the Society or registered as aforesaid) This section was replaced by surviving spouses, surviving civil partners, orphans or dependants of deceased persons who were at any time members of the Society or registered as aforesaid – amended in 2004 Pharmacy (Northern Ireland) Order 1976 (Amendment) Order (Northern Ireland) 2004 S.R. 2004 No. 78

Mission Statement

The Pharmaceutical Society's Benevolent Fund exists to support pharmacists, students of the Society, former pharmacists, their surviving spouses/civil partners and their dependants.

Vision Statement

To advance the well being of pharmacists, students of the Society, former pharmacists, their surviving spouses/civil partners and their dependants, by providing a comprehensive support service.

Core Values

Support:

The Pharmaceutical Society's Benevolent Fund will strive to provide appropriate support, in a timely professional manner, to those who are entitled to apply to the Fund.

Integrity:

The Pharmaceutical Society's Benevolent Fund will operate with integrity, accountability, and transparency, while at all times affording due respect to the confidentiality of individuals seeking assistance.

Aims:

- To ensure that all those entitled to apply to the Benevolent Fund are aware that it is there to assist them and that it is readily accessible.

- To use the Fund appropriately in pursuit of the objectives of the Fund.
- To reach the position where annual funding matches annual expenditure.
- To move towards compliance with the Charities Act (NI) 2008

Objectives:

Immediate:

1. To redefine the services available to applicants.
 - a. To research other similar fund services
 - b. To seek the views of pharmacists, regarding the appropriate use of the Fund.
 - c. To seek the views of pharmacists, regarding the name of the fund.
 - d. To develop capacity to deliver selected services.
 - e. To develop a plan for the phased introduction of services
2. To develop a communications strategy:
 - a. To prepare a leaflet/information pack about the role of the Benevolent Fund and the assistance that it can give.
 - b. To disseminate information, to all potential applicants of the PSNI Benevolent Fund, giving information about the areas in which the Fund may be able to assist them.

- c. To encourage those who may benefit from assistance from the Fund to make contact.

3. To manage the fund appropriately:

- a. To draw up a new application form for use by those people seeking assistance from the fund.
- b. To draw up a list of priorities, that can be used in the event of an influx of requests for assistance.
- c. To prepare a list of groups that could be targeted.

4. To reach the state of balanced funding:

- a. To encourage pharmacists to contribute regularly to the Fund, in the acknowledgement that the Fund may be able to assist them in the future.
- b. To set up a system whereby tax can be reclaimed from any donations made to the Fund, especially by pharmacists.
- c. To identify sources of funding for particular projects

5. To register the Benevolent Fund with the new Charity Commission.

- a. Identify which charitable purpose the fund fits into.

- b. Check that the Benevolent Fund meets the “Public Benefit Test” and the “Public Benefit Charity Test”.
- c. Ensure that the accounting procedures are correct.
- d. Look at the Benevolent Fund’s standards of governance.

Medium term:

1. To further develop services available to applicants.

- a. To research services provided by other similar funds which go beyond the remit of our present Fund.
- b. To investigate the possibility of introducing extended services.
- c. To develop a plan for the introduction of extended services.

2. To further develop a communications strategy:

- a. To have a dedicated spot on the PSNI web site
- b. To produce a regular newsletter to provide information to all pharmacists about the Benevolent Fund (or space within the existing publication).
- c. To try to locate those people requiring assistance, who have not contacted the Fund.
- d. To target pre-registration trainees with information about the Fund.
- e. To follow up, and seek feed back from beneficiaries, on the service that is offered.

3. To manage the fund appropriately:

- a. To look at the most appropriate ways of meeting the needs of the particular groups that have been identified.
- b. To offer support at any early stage that may prevent a problem becomes much worse.
- c. To extend the range of services and support.
- d. To provide support to a greater number of beneficiaries

4. To reach the state of balanced funding:

- a. To ask members to consider, when making their Will, that they include a legacy to the Benevolent Fund.
- b. Continue to identify further sources of funding.

5. To ensure that the Benevolent Fund is compliant with the Charities Act (NI) 2008

- a. To ensure that the correct auditing procedures are in place.
- b. To ensure that all necessary records are kept.
- c. To ensure that all Committee Members know and understand their duties.
- d. To ensure that the Committee adheres to the 7 principles of the Code of Good Governance.
- e. To identify if any members of the Committee could benefit from governance training.

