**The Barnardo’s Foundation**

Advisory Board terms of reference



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1. The Barnardo’s Foundation

The Barnardo’s Foundation is a body within the wider Barnardo’s charity tasked with the allocation and oversight of ‘voluntary funds’. Voluntary funds refers to the income Barnardo’s receive through donors (fundraising) and our retail business, plus any other additional income streams, minus the costs of running these departments.

The Foundation will invite funding bids from within Barnardo’s (and potentially from organisations outside Barnardo’s), assess bids against a Foundation strategy and set of assessment criteria, make grants, and oversee a portfolio of funded work. It will be responsible for a rigorous process of programme evaluation and promote the sharing of learning and policy engagement.

In addition, the Foundation will seek to attract co-investment from other parties in work it has invested in, wherever possible.

The Foundation was established in April 2020 with the appointment of a Foundation Director, who is accountable to the Chief Executive and ultimately the board of trustees.

1. Purpose of the Foundation Advisory Board

The purpose of the Foundation Advisory Board is to perform the role of a ‘critical friend’ in support of the Foundation’s overall strategy.

1. Specific duties

The Foundation Advisory Board will advise on:

* the development, delivery and evaluation of the Foundation strategy;
* effective oversight of the portfolio of work funded by the Foundation;
* the performance of the Foundation in executing its duties;
* the development and delivery of a monitoring, evaluation and learning strategy for the Foundation and for each of its investments;
* sharing evidence and learning from its work and using evidence for policy engagement; and,
* potential sources of funding and partnership opportunities to enable the Foundation to achieve its objectives.
1. Accountability of the Advisory board

The Board of Trustees is responsible for agreeing the Advisory Board’s purpose and its Terms of Reference and has the authority to make changes as it sees fit.

The Advisory Board provides advice to the Director of the Foundation, the Corporate Leadership Team and Trustees. The Board of Trustees retains ultimate responsibility for the work of the Barnardo’s Foundation.

The Advisory Board Chair (or in their absence another member of the Advisory Board) will report back on meetings to Board of Trustees meeting, setting out key information. The minutes of all Advisory Board meetings will be circulated to the Board of Trustees and a report to the trustees on the Advisory Board’s activities will be produced annually.

1. Composition of the Advisory board

The Advisory Board will comprise a minimum of six and a maximum of 12 members.

The Advisory Board must include a minimum of one Barnardo’s Trustees, the CEO or their nominee, and one other member of Barnardo’s staff.

The remaining membership of the Advisory Board will consist of young people with experience in youth activism and community mobilisation alongside individuals with relevant experience in one or more of the following areas: working with children and young people; commissioning children’s services; policy making; grant making and management; organisational change; and research, evaluation and learning.

The Board of Trustees shall appoint the Chair and the members of the Advisory Board.

Advisory Board members will serve one term of three years, which can be extended by the Board for a further three-year term. Serving two full terms as a member of the Advisory Board does not preclude a member from serving a further term as Chair, if so appointed.

The Committee will meet at least four times annually. The quorum for Advisory Board meetings shall consist of five members. In the absence of the Advisory Board Chair at a meeting, the remaining members will appoint one of their number to chair that meeting.

The Company Secretary or their nominee will act as Secretary to the Advisory Board and ensure that members receive information and papers in a timely manner.

The Director of the Barnardo’s Foundation shall attend all meetings and other members of staff may be invited to attend as required.