

## **MV Freedom Policy - Booking criteria and procedure**

As a registered charity it is important that activity carried out in the charity's name are consistent with the charity's aims and objectives. Trips undertaken by the vessel should reflect the nature and ethos of what the charity is seeking to achieve. The vessel's use should be transparent, and it must not be used for purposes that are not in support of our stated objectives. In order to be consistent and auditable all trips should follow an agreed booking and authorisation process.

All trips will be booked through a single point of contact, the bookings officer, who will ensure that they comply with the criteria outlined in this policy statement. If there is any doubt then the matter should be referred to Trustees.

Trips undertaken by MV Freedom should fall into one of the following categories.

1. The carriage of people with a physical disability, mobility issues or special needs. Freedom is specifically adapted for wheelchair users and therefore they would be seen as a priority for our services. This type of trip can include provision for the carriage of a relative or carer.
2. The carriage of elderly people who without Freedom's unique features would not be able to have access to sea trips. This would typically include the residents of care homes and day centres. This type of trip can include provision for the carriage of a relative or carer.
3. The carriage of individuals who appear to the charity to be deserving of its support and help. This type of individual could include, for example, young carers, siblings of disabled individuals, young people in care, individuals who have faced severe hardship or disadvantage or individuals recuperating from or living with significant illness.
4. The carriage of outside bodies or organisations that have supported or sponsored the work of MV Freedom. This type of trip could include significant donors and would enable the charity to demonstrate how it has made use of the help and support such groups have given.
5. The support of other organisations that are providing a community service. This could include supporting worthy causes and charitable events such as the Christmas Harbour swim.
6. To provide practical ongoing training trips for existing and new crew and to carry out sea trials on repairs and new equipment

Request for the use of Freedom that fall outside of these criteria may arise. These will need to be considered on a case by case basis but the overriding principles to be applied should be that the request should be in support of a worthy activity and that the vessel is not being used in lieu of another commercially available service.

Occasionally the charity is asked to scatter ashes. The default position should be that this falls outside of the remit of our constitution. Exceptions can be made on a case-by-case basis if the deceased has had a significant connection with the boat or

had been a frequent user of its services or if a close relative of the deceased is a wheelchair user and there is no alternative accessible provision of this service locally. Careful consideration should be given to not directly competing with commercial operations that provide ashes scattering services.

The charity must protect its reputation and should not undertake trips that fall outside of these criteria and that could be conceived as a misuse of our charitable status.

Revised Policy Adopted on 10<sup>th</sup> Auguste 2023