

**Board of Directors' Meeting Report – 10th December 2014
Agenda item 352/14**

Title	Charitable Funds Committee Report November 2014.
Sponsoring Director	Fred Heddell NED Chair
Authors	Fred Heddell
Purpose	Inform the Board of current activity
Previously considered at	
Executive Summary	<ul style="list-style-type: none"> • Reserves are less than the £2m ceiling. • Audited Accounts to be circulated for online approval in December. • Investment plans to be implemented urgently. • Renal Team proposal agreed with conditions. • Heart and Chest Clinic proposal on hold. • Keyhole Cancer appeal now over £100k • More transparent approach to SLA and Management Charges requested • Good range of events in the pipeline • Need for better integration of Charity Strategy with Trust Strategy.
Related Trust Objective	Patient Focus- Keep getting better Staff-Feel proud to work here and keep getting better Partnership-our hospital/our community Grow selectively
Related Risk	
Legal implications / regulatory requirements	Assurance of our standards for regulatory bodies as set out in the CFC TOR.
Quality impact assessment	. Not applicable
Equality impact assessment	Equality issues are considered in all aspect of the Charity's work and wherever possible opportunities to enhance the range of diversity of those we work with are promoted.
Recommendations: The Board is asked to note this report	

CHARITABLE FUNDS COMMITTEE

Report to Board on Meeting held on the 12th November 2014

Charity Finance

Total income for the year to date is £735k including the £400k donation from the Foetal Medicine Foundation. Expenditure so far is £664k plus other plans in the pipeline.

Current balances are £706k restricted funds and £904k restricted. This is in line with the policy of a maximum of £2m.

Unaudited Accounts were considered. It was agreed that, in order to keep within timescales the Audited accounts would be circulated to Committee members as soon as they are available and approval sought on line.

It was agreed that, in order to maximise income, medium term arrangements to invest a substantial proportion of the Charity's reserve in an ethical fund should be made as quickly as possible. In longer term this could be integrated into the Trust investment arrangements when they are finalised.

Spending Plans

The Renal Team's proposal to employ a part time Social Worker was agreed subject to being approved by the usual approval of the business plan by the Hospital and an evaluation after 9 months.

The Heart and Chest Clinic proposal has been put on hold pending the department's reconfiguration plans.

The Brachytherapy Suite proposal will be reconsidered by the Investment Approval Committee as the quotes are significantly higher than initial estimates.

Fundraising and Governance

The Keyhole Cancer Appeal has now exceed £100k

A letter to past patients telling them of the Keyhole Cancer will be sent out shortly. It was noted that data protection issues had been taken into account.

Various events over the festive season have been arranged including the Winter Ball.

Events with corporate partners including a 100 mile cycle challenge are in the pipeline for 2015

An appropriate vehicle to enable us to register the shops for VAT is being investigated.

It was agreed that a more transparent approach to the SLA with the Trust and how the Charity's management costs are covered should be developed.

The Risk register was noted. It was suggested that risks related to the shops should be added.

A Strategy for the current activity of the Charity was agreed but the need for this to be closely dovetailed with the Trust Strategy was identified for future years.

Guidance for the naming and labelling of donated items which has been approved by the Exec Team was noted.

Fred Heddell - November 2014.