

BOARD SUBCOMMITTEE ASSURANCE REPORT

Presented for:	Information
Committee Name:	Charitable Funds Committee
Presented by:	Mary Dowglass, Non-Executive Director (Committee Chair)
Date of Committee meeting:	The committee has met twice in 2020 On 11 th February on site On 14 th August via MS Teams replacing the meeting scheduled for 3 rd July

Points of Escalation

CFC escalated the following for approval by the Corporate Trustee :

- An agreed an updated Charitable Fund Policy and Procedures which had no material change but brought together procedures and incorporated the current vision and values statement. (Reviewed at the February meeting)
- Updated Terms of Reference for the CFC with an agreed review interval every other year. It was noted that the ongoing work on Governance Light might impact this and would require changes to the Terms of Reference. (Reviewed at the February meeting)
- Following a request by CCLA an investment Policy statement was considered providing guidance to CCLA on how the charity funds should be invested. This allows decisions to be made for the remainder of 2020 but will need to be brought into line with the Charitable funds strategy once finalised. Specifically the Trust may wish to provide guidance on ethical investment. (Reviewed at the August meeting)
- The results of the tender process for new independent auditors for the annual report and accounts. The approved local provider represents a saving compared to the previous auditors. (Reviewed at the August meeting)

Key Issues

CFC reviewed and agreed:

- Two Administrators' reports highlighting the financial reports for Q3 2019/20 and Q1 2020/21. Expenditure against funds had been slow since the pandemic because of cancelled training events and overall staff capacity. However income from donations in Q1 was £134,319 above last year.
- The draft annual report and accounts for year ending 31st March 2020 were received and scrutinised and will be escalated on completion by the external auditors. This conforms with Section 149 of the Charities Act 2011 which requires the charity to prepare and submit an annual report and accounts to the Charity Commissioner no more than ten months after year end.

Risks

Results of the Charities Risk Assessment was presented and included in the approved Policies and Procedures document at the February meeting.

Spotlight Outstanding Practice and Innovation

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CFC wish to highlight :

- The development of a Charitable Funds Strategy for the Trust is currently paused as part of Covid response. This will require input from the Executive Team, consultation and a full scale launch across the Trust. The new target for completion is the start of 2021.
- In the meantime, a refresh took place in January 2020 with a 'soft' communications launch and a new strap line of 'Over and Above' to better convey the purpose and use of charitable funds.
- The communications team also assisted with setting up new routes to giving in the early months of the year and which subsequently and fortuitously supported the massive public response to Covid and increased giving.
- CFC are also kept informed of NWAFT opportunities to benefit from the NHS Together national charitable fund and will be ensuring the two funds work together for the benefit of our staff. We have so far received £77,500 from the fund.

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Date:	31 August 2020