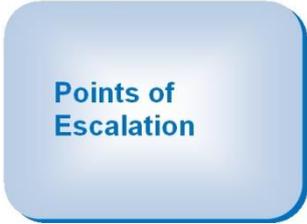


BOARD SUBCOMMITTEE ASSURANCE REPORT

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 since last reported. 25 th November 2020 via Teams 2 nd March 2021 via Teams replacing a meeting previously scheduled for January 2021



Points of Escalation

CFC escalated the following for approval by the Corporate Trustee at a meeting which took place on 15th December 2020.

- The Annual Report and Accounts, Letter to Management and Management Representation Letter. These were subsequently submitted by the due date to the Charity Commission (Reviewed at the November meeting). Working with our new auditors on these had been a positive experience.
- The process for the sale of the previously donated property at Willoughby Road was agreed now that all provisions for the resident had been resolved. (reviewed at the November meeting).

The following will be escalated to the Corporate Trustees at its next meeting on 13th April 2021.

- An annual investment report was received from CCLA covering overall performance and the impact of the move from Fixed Interest to Ethical Fund. CCLA reported this year the annual income is estimated to be sufficient to support the charities' costs despite an outlook for low interest rates in the short term. A recommendation will be made to continue to stay with CCLA.
- An Investment Policy Statement of Intent was agreed to inform CCLA and will be added to our main Policy and Procedures as an annex to the Trust's Investment Policy
- A process for managing the expected limited Charitable Fund Risks was agreed.
- The final version, of The Charitable Fund Strategy, minus some graphic enhancements, was agreed and will be submitted for approval.

Key Issues

CFC reviewed and agreed:

- Two Administrators' reports highlighting the financial reports for Q2 and Q3 2020/21.were received. Expenditure against funds continues to be slow since the pandemic but progress has been made to reduce and remove some of the smaller and non-active funds.
- We still have £66k of Covid grants and donations available having utilised £95k already on staff welfare, staff equipment and staff furniture. Despite these expenditures the reserves for this year appear atypically high boosted as they are by public and corporate generosity.
- Realisation of a large legacy has been received for Hinchingsbrooke Hospital and this together with funds donated for helipad improvements considerably increases income compared to the same period last year.
- Discussion took place around the best way of acknowledging large donations when received. This is difficult to generalise as legacies for example, may not wish to be named. Smaller specified fund donations are acknowledged by the relevant services.
- The charity administration budget of £150k has been increased to include a fixed term post, increasing the capacity of the team to support fundholders to increase expenditure in the year and going forward. It is intended that by the end of 2021 the ratio of disbursements to charity administration will have significantly improved.

Risks

- Work continues on the Governance action plan and as part of this a separate Register of Interests has been created

Spotlight Outstanding Practice and Innovation

CFC wish to highlight :

- The proposed charity budget or 2021/22 has been developed to include the creation of a fixed term post for a Charitable Projects Manager and recruitment has started. The person appointed will support the work already in place to remodel the seventy separate funds, review opportunities for income and lead on the launch of the newly approved strategy.
- The completion of work on our first Charitable Funds Strategy. This is for use inside and outside the Trust. It covers how we use the money we have, our vision and how the charity objectives tie in with our Trust priorities. Initial objectives have been set but may be modified when further work is completed by the new post.We will be sharing the Strategy with the Friends of our hospitals, so they are kept informed.

Author:	Mary Dowglass
Job Title	Non-Executive Director
Date:	10 th March 2021