

Report from Chair of Charitable Funds Committee

Date of Committee 22 November 2024

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
<b>Minutes of previous meeting(s)</b>	Minutes from the meeting on 23 August 2024	<b>Approved</b>	None	n/a	n/a
<b>Bids for Approval</b>	<p><u>National Spinal Injuries Centre (NSIC) Training</u> Funding for members of the Paediatric Spinal Cord Injury team to attend an international conference</p> <p><u>Cardiac Rehabilitation Training</u> Funding to support revalidation related training</p>	<p>Two places <b>approved</b>, noting the value of international representation and available funds</p> <p>Funding <b>not approved</b>, noting Trust policy on individuals/Care Groups holding responsibility for recertification/validation costs</p>	<p>Attendees to present to Committee following conference including those equipment/ initiatives for which restricted funds could be allocated (May 2025)</p> <p>Need for more timely and comprehensive applications</p> <p>Further work to do – to supplement Action Point 2955 – on reviewing principles/ policy regarding CFC payments for training/ conferences etc. To be written in line with HR Governance also.</p>	n/a	n/a
<b>Portfolio Investment Report</b>	Portfolio Investment Report from Cazenove detailing a summary of investments up to 30 September 2024	<b>Assured</b>	None	n/a	n/a

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<b>Charitable Funds Activities &amp; Financial Statements</b>	Overview report highlighting the financial, operational and governance information related to Charity activities, including financial statements as at 30 September 2024, and a summary of open bids and legacies	<b>Assured</b> , noting the following: <ul style="list-style-type: none"> <li>- Progress with financial reporting, including analysis of income generation</li> <li>- Processes related to the management of legacy donations and potential changes to this with charity independence</li> <li>- Impact of the recruitment of a fundraising manager</li> </ul>	Further development of income generation analysis work with particular focus on ROI.	n/a	n/a
<b>Open Bids and Legacies</b>	Overview of open bids and anticipated legacy donations  Verbal update on paused bid for paediatric sensory room at Wycombe Hospital	<b>Assured</b> , noting the following: <ul style="list-style-type: none"> <li>- Significant number of legacies received, recognising the generosity of individuals</li> <li>- Length of time taken to receive legacies recognising administrative resource required to manage these</li> </ul>	Ongoing recruitment efforts for administrator to support such processes	n/a	n/a
<b>Reserves Review</b>	Review of the level of reserves held in relation to future commitments, noting this had been increased from 3 to 6 months during 2022/23	<b>Approved</b>	None	n/a	n/a

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<b>Annual Report and Financial Statements</b>	Draft annual report and financial statements for 2023/24, noting these were subject to audit	<b>Approved</b> , subject to work on report narrative and minor grammatical errors  Lean cost base of the charity recognised alongside increasing fundraising activities	Clearer narrative related to 'charitable activities', patient/colleague benefit and cost allocations within the 2023/24 report  Define a set of clear principles for 2024/25 report	n/a	Final versions to be presented to Trust Board
<b>Reinvestment of Cash Balances</b>	Proposal for reinvestment of cash balance, removed to support significant expenditure which did not materialise as expected	<b>Approved</b>			
<b>Benchmarking Review</b>	NHS Charities Together report providing benchmarking data for all member charities	<b>Noted</b>	Utilise benchmarking information to identify appropriate peers and set Charity aspirations	n/a	n/a
<b>Trustee Training</b>	Overview of training pack aimed at Charity Trustees and new members	<b>Noted</b>	Development of a video locally, related to the purpose and activities of the Charity	n/a	To note as Corporate Trustee
<b>Independent Charity Update</b>	Update on the independent charity project including progress to date and next steps	<b>Approved</b> , subject to receiving additional assurance from potential partners regarding commitments	None	n/a	To consider and approve proposed next steps

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<b>Charity Strategy – Plan</b>	Plan of work for 2024/25 for each of the agreed objectives	<b>Noted</b>	n/a	n/a	n/a
<b>Investment Policy Update</b>	Annual review of BHT Pol 147 – Charitable Funds Investment Policy	<b>Approved</b> , including extension of the review period	n/a	n/a	To approve

**Emerging Risks:**

- Those related to potential charity independence.