

'You matter, we care'

Trust Board Meeting (Part 1)	Date: 28 November 2014
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Title:	Committee Chair's report – Charitable Funds November
Item:	BD/14/216

Executive Director lead and presenter	Chair of the Charitable Funds Committee
Report author(s)	Governance Support Officer

History:	n/a
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This report is for:	
Decision	
Discussion	
To Note	X

Purpose
To inform the Board of business discussed at the meeting of the Charitable Funds Committee on 4th November 2014, including levels of assurance provided, and risks or concerns the Committee would like to bring to Board's attention.

Background
The Committee meets to discuss the overall strategy of the Charitable Fund and to evaluate and approve bids over £5000.

Business undertaken
<ul style="list-style-type: none"> • Bids Feedback <ul style="list-style-type: none"> a. AWP in Bloom :- This bid has seen great success with Amblescroft and Windswept winning the competition. It has helped to promote the Charitable Fund and has seen a boost in the usage of the funds for gardening equipment across the Trust as a whole. b. Walking Challenge :- 10% of staff took up the Walking Challenge with a lasting impact on health and wellbeing across the Trust. c. Bright Ideas :- A wide range of ideas were presented to the Bright Ideas with the

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judging concluded this month. Ideas ranged from grow-your-own veg to a sensory library for service users on the autism spectrum. The process has helped inform the Committee of its evaluation process of bids moving forward. It was raised that unsuccessful bids would be passed onto the Business Development team. It was also discussed that a NED from the Charitable Funds Committee would join the judging panel.

- **Review of Current Balance** :- The General Funds is nil with £4000 earmarked for audit fees. The funds have been renamed at the request of the Committee for easier identification. It was highlighted that there is an increasing need for a fund raising post to help. Overall, there has been a small shift in spending away from furniture and toward gardening equipment reflecting the messaging from AWP In Bloom. There was discussion around clearly labelling funds to allow better usage for funds that are earmarked but not used. It was discussed that the Annual Report would include a detailed review of each fund to get a better idea of where funds sit. It was noted that 14/15 has had a number of large bids in relation to last year where bids were a lot smaller.
- **Fund Raising Policy** :- It was felt that the draft did not reflect the nuances required by the Committee and that a new policy would be sourced as a basis and developed by the new fund raising post holder.
- **Fund Raising Strategy** :- There was a high level discussion around a fund raising strategy. It was raised that the strategy needed a focus on effectively communicating the fund to dismiss any myths surrounding the funds. It was also noted that this would be developed by the Fund Raising post holder when they are in post with the minimum expectations to raise their salary. In the long term, the Committee will want to push for much higher figures with an aim for a cultural shift.
- **Fund Raising Post** :- It was discussed that when this role is implemented it will focus firstly on the Policy and Strategy as discussed above.
- **Evaluation of Implemented Projects via the Charitable Fund (verbal)** :- There was a high level discussion around implementing an evaluation process to better record value for money and to evidence learning for the Trust. It was raised that it was important to record any bid's aims effectively in the application form to measure against after implementation. It was also discussed that the level of evaluation/audit would increase as the level of funding required was raised.
- **Communications Review (verbal)** :- The Committee invited Ray Chalmers of the Communications Team to discuss work being done on communicating the Charitable Fund. It was resolved that due to the nature of the current status of the funds Ray would work on making the Charitable Fund more visible for both the external and internal website.

Key risks and their impact on the organisation

See exceptions and challenges.

Key decisions

The Committee resolved to focus on raising the profile of the Charitable Fund to enable more effective fund raising which has been necessitated by the larger uptake of funds for more high profile bids than what has been historically the case.

The Committee also resolved to focus on developing a strategy and policy to better enable the up-coming Fund Raising post held within the Corporate Affairs Consultation process.

Our values: PRIDE – passion, respect, integrity, diversity, excellence

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Exceptions and challenges

The Committee felt the main challenges resolved around the culture felt toward the Charitable Fund and the restrictive nature of the labelling of the funds.

Governance and other business

The Committee resolved to meet again in late January when the Consultation process was completed with staff in post.

Future Business

Future business will include the Annual Report, the Fund Raising Policy, and the Strategy.

Recommendations

N/A

This report addresses these Strategic Priorities:

We will deliver the best care	X
We will support and develop our staff	X
We will continually improve what we do	
We will use our resources wisely	X
We will be future focussed	X