

**'You matter, we care'**

Trust Board Meeting (Part 1)	Date: 26 March 2014
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Title:	Committee Chair's report – Charitable Funds
Item:	BD/13/365

Executive Director lead and presenter	Chair of Charitable Funds Committee
Report author(s)	Senior Financial Accountant

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

<b>Purpose</b>
To report on the business of the Charitable Funds Committee for the year ending March 2014 and outline the planning timetable for the Committee to March 2015.

<b>Background</b>
The Charitable Funds Committee has met twice during 2013/14, in July 2013 and March 2014.

<b>Business undertaken</b>
<p>The following issues were addressed during the year:</p> <ul style="list-style-type: none"> <li>• <b>Annual Accounts:</b> The Annual Accounts were reviewed and put forward to the main Board following an external independent review which provided negative assurance to the committee. The Committee has decided to remove the obligation to undertake a full audit every third year as this was not a statutory requirement and too costly.</li> <li>• <b>New LDU Structure:</b> The Committee approved delegated authority changes for bids under £5,000 in line with the new LDU structure and guidance was issued to the new MD's who took on the budget holder responsibility in line with the work plan. The 2014-</li> </ul>

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15 work plan includes in the October meeting a session for the budget holders to report back to the Committee on how they would like to spend the funds.

- **Engagement and Charitable Giving:** Rachel Clark attended both the July and March meetings to discuss the benefits of aligning Innovation with the Charitable Funds with the aim of raising the profile of both within the Trust, stimulating more expenditure and hence enthusiasm for fundraising.
- At the March meeting the Committee agreed to support an exciting Dragons Den style initiative called “Bright Ideas”. The aim of this is to encourage innovative individuals and teams, working with service users within AWP, to put forward innovative ideas with the potential to improve service user or staff experience. Winning proposals would win pump priming funds to facilitate further development. It is hoped that this initiative will engage staff, encourage innovation, stimulate entrepreneurial talent and provide funding to get good ideas off the ground.
- At the same time agreement was also given to a sponsored “Walk the Trust” event designed to coincide with the National Get Walking week in May which is in alignment with, and supportive of the Trust’s new health and wellbeing strategy.
- **Accounting Standards:** The Committee agreed not to consolidate the Charitable Funds accounts with the Trust’s accounts on the grounds of materiality. They did not believe that consolidation would improve the understanding of the reader of the accounts and may have a detrimental effect in that it could be perceived that the Charity is propping up the NHS which could reduce willingness to donate. This recommendation needs to be approved by Board as the Trustee.
- **Reserves and Restricted funds:** The Committee reviewed the major expenditure and reserves of the Charity at both meetings. At 1st March the funds held amounted to £319,247, with over half of this held in restricted funds. During the year the restrictions on a number of funds were lifted with the kind consent of the executors. This has allowed wider access ensuring that funds will be spent in a timely manner. The work plan identifies two funds where it is hoped that specific intervention will reduce these balances.

### Key risks and their impact on the organisation

No key risks were identified.

### Key decisions

The Committee agreed not to consolidate the Charitable Funds accounts with the Trust’s accounts on the grounds of materiality.

### Exceptions and challenges

No areas of issue to be reported.

### Governance and other business

The Committee met on two occasions in the financial year 2013/14. The first meeting was on the 1st July, 2013 and this was followed by a meeting on the 12th March, 2014.

Alison Paine remained the Chair for the year and attended both meetings. Tony Gallagher attended both meetings in his capacity as Chair of the Board. Lee O’Bryan was the other Non-

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Executive member for the first meeting and he was replaced on the Committee by Susan Thompson for the second meeting.

Paul Miller attended the first meeting in his capacity of Executive Director of Finance and Carol Lenz attended in the capacity of Executive Director of HR. Sue Hall attended the second meeting in her overarching capacity as Executive Director of Resources which covered both of the previous members' roles. She was also in attendance at the first meeting.

All meetings were therefore quorate.

### Future Business

The Committee will meet at least twice during the year. A draft Work Plan for 2014-15 is attached as Appendix A.

### Recommendations

The Board is invited to note the Committee's activities.

### 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	X
We will use our resources wisely	X
We will be future focussed	X