

## Cover report to the Trust Board meeting to be held on 4 November 2021

	<b>Trust Board paper S</b>
<b>Report Title:</b>	<b>Charitable Funds Committee – Committee Chair’s Report</b>
<b>Author:</b>	Gill Belton – Corporate and Committee Services Officer

<b>Reporting Committee:</b>	<b>Charitable Funds Committee (CFC)</b>
<b>Chaired by:</b>	Mr Ballu Patel – Non-Executive Director
<b>Lead Executive Director(s):</b>	Carolyn Fox – Chief Nurse
<b>Date of meeting:</b>	15 October 2021

**Summary of key public matters considered by the Committee:**

This report provides a summary of the key public issues considered at the (partially inquorate) Charitable Funds Committee meeting on 15 October 2021:- *(involving Mr B Patel, CFC Non-Executive Director Chair, Ms C Fox, Chief Nurse, Mr M Wightman, Director of Strategy and Communications, Ms L Davies, Director of Leicester Hospitals Charity, Mr G George, Interim Director of Corporate and Legal Affairs and Ms J Woolley, Charity Finance Manager. Mr Burrows attended from Brewin Dolphin to present the Investment Update report).*

***Please note that this meeting was inquorate when the following items were taken: apologies for absence, declaration of interests, consideration of the Minutes and Matters Arising Log from the previous meeting and the Investment Update report. The meeting was quorate for all other agenda items considered.***

- **Minutes of the CFC meeting held on 6 August 2021** – papers A and A1 (CFC Minutes from 6 August 2021) were accepted as an accurate record.
- **Matters Arising Log** – paper B noted. A verbal update was provided by the Director of Leicester Hospitals’ Charity in terms of progress with the Melton Hospital Theatre upgrade (item 13, Minute reference 20/20/2 from 24 June 2020 CFC meeting refers), as a consequence of discussion on which the Director of Leicester Hospitals Charity was requested to contact Mr Bond, Deputy Director of Estates and Facilities to request, on behalf of the Charitable Funds Committee, that a written update on progress is provided to a future CFC meeting.
- **Items for Approval**  
The Charity Finance Manager presented a report detailing the grant applications received since the last Charitable Funds Committee meeting on 6 August 2021. The Charitable Funds Committee was responsible for approving bids up to £50k and had delegated the decision making power for bids up to £10k, within an agreed overall programme, to the Charity Finance Manager. Since the last Committee meeting 17 applications totalling £24k had been approved by the Charity Finance Manager (appendix 1 of the report referred) and three had been rejected (appendix 2 of the report referred). Six applications for approval (four applications for use of general purposes funds and two applications for use of specific CMG funds), all of which fell within the Charitable Funds Committee’s delegated limit of £50,000, were presented to the Committee, as follows:-

(Mr B Patel, CFC Chair, declared an interest in applications 7922 and 7926 as outlined below, in light of his role as Chair of the Secret Garden Project and his membership of the Well-Being Board and he undertook, therefore, not to partake personally in consideration of these two specific items. The Director of Strategy and Communications declared an interest in application 7929 as it had been submitted by one of the teams under his management).

- (1) **Application Number 7922** (a request for £2592 for glass replacement in the greenhouse of the Secret Garden at the Glenfield Hospital, with funding requested partly from general purpose funds with the balance coming from a CMG fund) – following confirmation provided that costs had been challenged and were appropriate for the size of the greenhouse in question and type of glass required, this application was approved;
- (2) **Application Number 7926** (a request for £8111 of general purpose funds for the provision of winter well-being packs for staff) – this application was approved by the Committee;

- (3) **Application Number 7928** (a request for £23,750 of general purpose funds for the provision of Christmas Day lunches for staff) - following confirmation from the Director of Leicester Hospitals Charity that this initiative was actively supported by Estates and Facilities staff, this application was approved by the Committee;
- (4) **Application Number 7929** (a request for £2400 of general purpose funds for a Marvellous Medicine Video Production) – following brief discussion regarding intellectual property and confirmation that the videos were an introductory version of lectures, rather than health promotion advice which could potentially date in the future, this application was approved by the Committee;
- (5) **Application Number 7899** (a request for £48,343 from specific Urology and Oncology Benefit funds for video flexible ureteroscopes for the Urology department) – the Committee approved this application, acknowledging both the patient benefit and the benefit in decreasing the backlog through the purchase of this equipment, and
- (6) **Application Number 7918** (a request for £19,173 from the Cardio-Respiratory Benefit Fund for tables, bedside cabinets and drip stands for wards 31 and 34 at the Glenfield Hospital) – this application was approved.

- **Investment Update Report**

The UHL Charity Finance Manager and Mr I Burrows from Brewin Dolphin Investment Management Firm presented an update on the investment portfolio held by Leicester Hospitals Charity and managed by the Investment Managers, the contents of which were received and noted. A breakdown of the investment values held as at 30 September 2021 was provided in the appendix to the report. Mr Burrows provided the Committee with a verbal overview of the investment market currently and issues which could potentially affect the market, both positively and negatively. In discussion, it was agreed that the Director of Leicester Hospitals Charity would contact Mr Burrows to arrange a separate meeting, which was also to involve the Charity Finance Manager, to discuss plans in relation to investment income, including risk appetite. Discussion also took place regarding responsible investment, with note made that the Charity Commission was currently undertaking a consultation in this respect, the outcome of which could potentially lead to further guidance in this area. It was agreed that it would be helpful to consider issues around responsible investment at the workshop planned for Trust Board members in January 2022.

- **Finance and Governance Report**

The Charity Finance Manager presented an update on the financial position for the period ending 31 August 2021, including an update on the general purposes fund, the contents of which were received and noted. The income for the year to-date was £1,846k; £130k above plan. Expenditure of £853k was £1,603k below plan mainly due to an underspend on grant expenditure. The current available balance in the General Purposes Fund after commitments was £664k. In presenting this report, the Charity Finance Manager made note of a review of dormant funds which had recently commenced; progress on which would be reported at the next Charitable Funds Committee meeting in December 2021.

- **Items for noting** – none.

- **Dates of Charitable Funds Committee Meetings in 2022**

Members agreed the following dates for the Charitable Funds Committee to meet in 2022: 11 February, 8 April, 17 June, 12 August, 14 October and 16 December.

**Public matters requiring Trust Board consideration and/or approval:**

*Recommendations for approval - none.*

*Items highlighted to the Trust Board for information:*

- **Items for Approval and**
- **Investment Update Report.**

**Matters deferred or referred to other Committees:** none.

**Date of next CFC meeting:**

Friday 17 December 2021

**Mr B Patel – Non-Executive Director and CFC Chair**