

Report to:	Public Board of Directors	Agenda item:	15
Date of Meeting:	31 January 2018		

Title of Report:	Charities Committee Update Report
Status:	For Information
Sponsor:	Sarah Truelove, Deputy Chief Executive and Director of Finance
Author:	Katie Maslen, EA to Deputy Chief Executive and Director of Finance
Appendices	None

Purpose

This report summarises the discussions, recommendations and approvals made by the Charities Committee on the 7 December 2017 to provide the Board with an update of the Committee's activities.

Background

The Charities Committee holds delegated responsibility from the Board of Directors (the Corporate Trustee of the RUH Charitable Funds), this report provides evidence to satisfy the Board that the tasks required to meet those responsibilities are being carried out.

Business Undertaken

The Head of Communications attended the meeting to provide an overview of the Web site project review and highlighted that the current website had not had any significant changes since 2008. The Deputy Chief Executive and Director of Finance highlighted that this project was not part of the prioritisation capital plan. The Commercial Director highlighted that the time it would take to secure the capital money would mean that the Trust would miss an opportunity to share the project with Salisbury through STP.

The Committee felt this was a suitable project to fund but that there was insufficient resource in the General Fund to fully cover the cost. The Deputy Chief Executive and Director of Finance suggested working with David Hyde, Chair of MEC, to discuss if there are pieces of medical equipment on the capital plan that the Charities Committee could fund to release capital money to use on the website project.

The Committee were happy to agree the underwriting for the website project to enable them to move onto the next stage.

The Financial Accountant provided the Committee with an overview of the Annual Accounts and highlighted that there had been a difference of opinion in the investment policy with the auditors and significant time had been spent with them to correct this. The previously requested changes had been made.

The Charities Committee recommended the signing of the accounts and letter of representation.

The Financial Accountant provided the Committee with clarified guidance from the Charities Commission with regards to determining the appropriateness of de-

restricting some of the restricted funds to make the funds more readily available to use. The Committee agreed to consider specific examples in the next meeting.

The Committee signed off the Charitable Fund Policy.

The Committee approved the Charities SFI's.

The Charities Committee approved the proposal to create a separate ledger client for Charitable Funds and to set up a bank account to facilitate BACS payments for charities purchases.

The Committee agreed to the funding request for coloured lanyards, the funding stream would be revisited at a later date to see if there is a more suitable source of funds to cover the cost. It was agreed a full assessment of the project should be made to test the impact it had made on patient care.

The Committee agreed to add GDPR to the charitable fund risk register

It was agreed that Forever Friends could approach a major donor who is keen to fund technology based requests to see if they would be interested in contributing to the Critical Care project.

The Head of Fundraising confirmed the Forever Friends were currently below their target fundraising position.

The Committee approved the Sleeper chair request.

The Trust and Foundation Officer provided the Committee with an overview of his role.

The Chair of the Friends of the RUH provided the Committee with an update on the work of the Friends of the RUH and confirmed merger discussions with the Friends of the RNHRD had been completed. The Friends of the RUH would now be known as Friends of the Royal United Hospitals. They had received a letter from HMRC due to non-compliance with VAT on the building of the Friends Coffee Shop, the friends submitted an explanation which was accepted and HMRC have agreed there would be no penalty.

The General Manager for the Friends of the RUH confirmed that following customer feedback the shop opening hours had been extended.

The Arts and Design Manager provided the Committee with an update on Art at the Heart and confirmed the Marketing and Programme Support Officer were now under permanent contract. The contract for the Exhibitions Manager would come to an end March 2018, the Head of Capital Projects was looking into whether it was possible to bring this role within the Estates and Facilities payroll.

The Committee thanked the Deputy Chief Executive and Director of Finance for all of her support during her time on the Committee.

Key Risks and their impact on the Organisation
The Committee agreed to add GDPR to the charitable fund risk register.
Key Decisions
<p>The Committee recommended the signing of the accounts and letter of representation.</p> <p>The Committee signed off the Charitable Funds Investment Policy</p> <p>The Committee signed off the Charitable Funds Standing Financial Instructions</p> <p>The Charities Committee approved the proposal to create a separate ledger client for Charitable Funds and to set up a bank account to facilitate BACS payments for charities purchases.</p> <p>The Committee agreed the underwriting for the website project</p>
Exceptions and Challenges
Nothing impacted on the Committee's ability to undertake its business.
Governance and Other Business
The Charities Committee meets at least four times a year, its members consist of 2 Non-Executive Directors, the Director of Finance and Director of Nursing.
Future Business
Charitable fund spending plans
Recommendations
The Board is asked to note this report.