

Trust Board Paper Q

Meeting title:	Public Trust Board (as Corporate Trustee)				
Date of the meeting:	12 September 2024				
Title:	Escalation Report from the Charitable Funds Committee (CFC): 16 August 2024				
Report presented by:	Prof Tom Robinson, Non-Executive Director Chair				
Report written by:	Hina Majeed, Corporate and Committee Services Officer				
Action – this paper is for:	Decision/Approval		Assurance	x	Update X
Where this report has been discussed previously	Not applicable				

To your knowledge, does the report provide assurance or mitigate any significant risks? If yes, please detail which
The report provides assurance re: the appropriate spend and governance of charitable funds, and re: progress on fundraising activities.

Impact assessment
N/A
Acronyms used: CFC – Charitable Funds Committee KPI – Key Performance Indicator LHC – Leicester Hospitals Charity

1. Purpose of the Report

To provide assurance to the Trust Board as Corporate Trustee on the work of the UHL Charitable Funds Committee, and escalate any issues as required.

2. Summary

The Committee met on 16 August 2024. The meeting was quorate and the items for discussion summarised below.

3. Discussion Items

3.1 Finance and Governance Report

The Committee noted the Charity’s year to date income of £869k was £245k ahead of plan mainly due to legacy income and donations received. It was noted that major gifts and trust & foundation income was lower than expected, however, from a fundraising perspective in relation to major gifts, some interim plans were in place to make improvements. Interim appointments for the impending vacant posts were being considered. The year-to-date expenditure of £1,188k was £724k below plan due to lower grant expenditure than expected. The report showed an overall net increase in funds of £427k, giving a closing balance of the Charity’s funds (at month 3) of £8,246k. The cost of outstanding commitments relating to previously approved applications was £1,994k as of 30 June 2024. At month 3 (after commitments), the General Purposes fund available balance was £1,497k.

Members made the following suggestions in respect of this report: -

- (a) a dashboard be provided so there was visibility re. position in terms of targets;
- (b) consideration be given to developing a ‘Variance and Reserves Policy’.

3.2 Charity Performance Report 2023/24 – Month 3 and 4

CFC was briefed on the performance of the Charity against targets and KPIs. A brief update on the status of some appeals/projects was provided. The Committee received and noted the contents of this report. In discussion, it was agreed that an extraordinary CFC meeting be scheduled in late September 2024 to discuss and approve plans for 2024 Christmas Appeal. In addition to this, an analysis/review of the 2024 Spring Appeal was requested to be presented to CFC in October 2024. In future years,

'Lessons learned from the Spring Appeal' and 'Design of the Christmas Appeal' was requested to be provided to the August CFC meeting so that there was sufficient time to discuss and make any amendments. A summary of data collected as part of the Supporter Survey was requested to be provided to the October 2024 CFC. Focus on driving up gift-aid contributions through any future communications was also suggested. The Committee specifically recorded their gratitude to the Leicester Hospitals Charity team and noted the team's achievements in clearly quite difficult and challenging circumstances.

3.3 Investment Update Report

The investment gain of £9k for 2024-25 (as of 31st July 2024) was noted.

The following queries were requested to be sent to the Investment Managers in order that a specific response could be provided when they were due to attend the CFC meeting in-person in October 2024.

- (i) explanation as to the reason for significant amount of investment in bonds;
- (ii) what was the plan in relation to investment in property, given that it was currently loss making;
- (iii) the cash invested did not seem to be making any interest gains – what was the reason for this;
- (iv) what was the target return on investments;
- (v) how did the investment portfolio benchmark against the market and other ethical funds, and
- (vi) more detail/ dashboard showing what a risk of five looks like.

4. **Any Other Business**

Recommendations from the Halpin Review– Members were advised that this report was now available, and an initial de-brief session had taken place on 14 August 2024. The Director of Corporate and Legal Affairs undertook to circulate the report to Non-Executive Directors (NEDs). An additional presentation would be scheduled for the Trust Chairman, Chief Executive and NEDs. Further to this, the report would be presented to Trust Board, as Corporate Trustee, for formal approval in October 2024.