



Trust Board meeting as Corporate Trustee of Worcestershire Acute Hospitals Charity

Meeting to be held immediately following the Trust Board meeting on 7 April 2022

Virtual meeting

- 01/22C Apologies for absence:**
- 02/22C Declarations of interest** – to note that the declarations of interest are on the Trust website
- 03/23C Minutes of the Trust Board meeting as the Corporate Trustee held on 10 February 2022** *For approval* **Enc CF1**
- 04/22C Charitable Funds Report** *For assurance* **Enc CF2**
Charitable Funds Committee Chair
- 05/22C Any Other Business**

Exclusion of the press and public

The Board resolves that - pursuant to the Public Bodies (Admission to Meetings) Act 1960 'representatives of the press and other members of the public be excluded from the remainder of the meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest' (Section 1(2) Public Bodies (Admission to Meetings) Act 1960).

**MINUTES OF THE MEETING OF THE CORPORATE TRUSTEES HELD ON
THURSDAY 10 FEBRUARY 2022
VIRTUALLY**

Present:	Sir David Nicholson	
Chair:	Sir David Nicholson	
Board members: (voting)	Christine Blanshard	Chief Medical Officer
	Paul Brennan	Chief Operating Officer
	Anita Day	Vice Chair, Non-Executive Director
	Matthew Hopkins	Chief Executive
	Colin Horwath	Non-Executive Director
	Paula Gardner	Chief Nursing Officer
	Dame Julie Moore	Non-Executive Director
	Simon Murphy	Non-Executive Director
	Robert Toole	Chief Finance Officer
Board members: (non-voting)	Richard Haynes	Director of Communications and Engagement
	Vikki Lewis	Chief Digital Information Officer
	Jo Newton	Director of Strategy and Planning
	Richard Oosterom	Associate Non-Executive Director
	Rebecca O'Connor	Company Secretary
	Tina Ricketts	Director of People and Culture
	Sue Sinclair	Associate Non-Executive Director
Public	Via YouTube	
Apologies	Waqar Azmi and Sharon Thompson	

27/21C **APOLOGIES FOR ABSENCE**
As noted above

28/21C **MINUTES OF THE TRUST BOARD MEETING AS THE CORPORATE TRUSTEE HELD ON 9 DECEMBER 2021**

RESOLVED that the minutes of the corporate trustee held on the 9 December 2021 be approved as a correct record and signed by the Chair.

29/21C **DECLARATIONS OF INTEREST**
There were no further declarations. The full list of declarations of interest is on the Trust's website.

30/21C **CHARITABLE FUNDS REPORT**
Mr Horwath presented the report summarising the business of the Charitable Funds Committee at its meeting held on 11 January 2022, which was taken as read. The following key points were noted:

- Attention was drawn to the final accounts and annual report. The Trust had appointed Bishop Fleming to complete the audit which has progressed well. There was one technical issue regarding the helipad which is not of concern.
- Committee received a detailed CCLA report regarding the investment fund and were satisfied with the same
- Mr Oosterom congratulated the Charity team and asked as to the process for usage

- of funds for staff wellbeing such as pizzas for ED staff
- Mrs Gardener confirmed she had asked the question of Committee and it was agreed; the staff had had an awful night and this was very gratefully agreed. Sir David noted how in health service, this is a common source of funding.
 - It was confirmed this was not a retrospective approval but it was suggested there could be a fund for this sort of issue which is over and above the NHS offer.
 - Mr Haynes confirmed there is a process whereby we can approve and seek approval Mr Horwath or Mr Haynes, however on this occasion the Committee meeting was timely.
 - Ms Day asked if spending was in balance? Mr Haynes advised we are still not spending as much as we would like and want to see reserves decrease. The Charity profile has increased significantly and there has been a marked increase in requests for support. As the three year plan develops, there will be proactive discussions between the Charity and the Trust.
 - Dr Murphy noted some funds are restricted and the Charitable Funds Committee has discussed a spending plan for these funds
 - Ms Day asked if we have a systematic review of teams who may be struggling? Mrs Ricketts confirmed this is considered via the Health and Wellbeing Steering Group and via gold/silver/bronze command arrangements.

The Trustees expressed thanks to Mr Haynes and Horwath for their work, noting the Charity has moved on significantly.

21/21C

ANY OTHER BUSINESS

None raised

DATE OF NEXT MEETING

The next meeting of the Corporate Trustees is to be determined.

Signed _____

Date _____

Sir David Nicholson, Chair

Meeting	Corporate Trustee
Date of meeting	7 April 2022
Paper number	Enc CF2

Trust Board members are reminded to consider this report in their separate capacity as Corporate Trustees of the Charity and not as a Trust Board member.

Report of the Charitable Funds Committee

For approval:		For discussion:		For assurance:	X	To note:	
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Accountable Director	Colin Horwath Charitable Funds Committee Chair		
Presented by	Colin Horwath Charitable Funds Committee Chair	Author /s	Jo Wells, Deputy Company Secretary

Alignment to the Trust's strategic objectives (x)							
Best services for local people	X	Best experience of care and outcomes for our patients	X	Best use of resources	X	Best people	X

Report previously reviewed by		
Committee/Group	Date	Outcome

Recommendations	The Board as Corporate Trustee is requested to: - <ul style="list-style-type: none"> note the content of this report for assurance.
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Executive summary	<p>This report summarises the business of the Charitable Funds Committee at its meeting held on 8 March 2022.</p> <p>The Committee particularly wish to draw to the Board's attention as Corporate Trustee to the following items: -</p> <ul style="list-style-type: none"> CCLA Investments Update to Expenditure Request Process Charity Budget 22-23
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Risk											
Which key red risks does this report address?	N/A			What BAF risk does this report address?	N/A						
Assurance Level (x)	0	1	2	3	4	5	6	7	N/A	X	
Financial Risk	N/A										
Action											

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Is there an action plan in place to deliver the desired improvement outcomes?	Y		N		N/A	X
Are the actions identified starting to or are delivering the desired outcomes?	Y		N			
If no has the action plan been revised/ enhanced	Y		N			
Timescales to achieve next level of assurance						

Introduction/Background
The Charitable Funds Committee has been established by the Trust Board in its capacity as Corporate Trustee to administer on its behalf the Trust's charity. The Committee met on 8 March 2022.
Issues and options
<p>The Committee particularly wish to draw to the Board's attention as Corporate Trustee the following items: -</p> <ul style="list-style-type: none"> • CCLA Investments: Committee noted a market downturn due to the ethical issues within Russia and the Ukraine. The charity has saved money by not investing with CCLA and it was suggested that the Trust paused with depositing any further funds with CCLA. • Update to Expenditure Request Process: Committee endorsed the implementation of the new process which included alignment with Trust objectives, special purchase fund ambassadors and the general fund request process, however a further paper would be presented at the next meeting prior to recommendation for approval at the Audit & Assurance Committee. • Charity Budget 22-23: Committee approved the budget for 22-23. <p>The following further items were noted by Committee: -</p> <ul style="list-style-type: none"> • Risk Register: A review would take place at the next meeting. • Charity & Fundraising: The SOFA reports income at £242k to date is disappointing. The fundraising environment remains incredibly challenging with similar issues reported by a number of charities. • Income is now being uploaded into the Harlequin system against supporter and income streams. • Planning for the next financial year has been completed under four themes: Income and Fundraising, Expenditure and Charitable Activity, Sustainability and Engagement, Accountability and Impact. • NHSCT: Committee noted that the wellbeing spaces funding has been pushed back to year 2. • A further bid for the remaining c£60,000 needs to be submitted by August 2022. • A £30,000 development grant will become available for the charity to access in April that must be spent on the development of the charity itself. • Fund Balances: Committee noted the Balance Sheet as at 31 January 2022. • Statement of Financial Activities (SOFA): Committee noted the update on the Statement of Financial Activities (SOFA) as at 31 January 2022.

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<ul style="list-style-type: none"> • General Purpose Fund Balances: Committee noted a £33,000 falls prevention system request had been agreed from general funds. • Potential Legacies: Committee noted the position on potential legacies. • General Funds Requests: Committee noted the General Funds Requests. • Terms of Reference: Committee noted the update prior to Trust Board review.
Conclusion
Recommendations
The Board as Corporate Trustee is requested to: - <ul style="list-style-type: none"> • note the content of this report for assurance.
Appendices – None