

<b>Report to:</b>	<b>Public Board of Directors</b>	<b>Agenda item:</b>	<b>12</b>
<b>Date of Meeting:</b>	<b>29 January 2020</b>		

<b>Title of Report:</b>	<b>Charities Committee Update Report</b>
<b>Status:</b>	<b>For Discussion</b>
<b>Sponsor:</b>	<b>Jeremy Boss, Non-Executive Director &amp; Chair of the Charities Committee</b>
<b>Author:</b>	<b>Kathryn Kelly, Executive Assistant to Director of Nursing and Midwifery and Commercial Director</b>
<b>Appendices</b>	<b>None</b>

<p><b>Purpose</b></p> <p>This report summarises the discussions, recommendations and approvals made by the Charities Committee on 5<sup>th</sup> December 2019, to provide the Board with an update of the Committee’s activities.</p>
<p><b>Background</b></p> <p>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.</p>
<p><b>Business Undertaken</b></p> <p><b>Forever Friends Update</b></p> <p>The Head of Fundraising advised that the Forever Friends Appeal had reported cash income for the year at £1,919,000. The quarter had focused on celebrating the opening of the RNHRD &amp; Brownsword Therapies Centre with a very successful Royal opening by HRH The Duchess of Cornwall.</p> <p>A new website was currently being devised and it was hoped that this would go live very soon.</p> <p>The Chair noted the impending retirement of the Head of Fundraising and thanked him for his dedicated work over the last 20 years..</p> <p><b>Forever Friends – Individual Updates</b></p> <p>The Committee received an update from the Events &amp; Community Officer who reported that it had been a busy year so far. The key priorities had been recruitment, new charity partnerships and evolving Ted’s Big Day Out. The events programme was always busy and attention was drawn to the following:</p> <ul style="list-style-type: none"> <li>• <i>Bath Half</i> - places for 2020 had already sold out;</li> <li>• <i>Walk of Life</i> –flagship event in the process of being innovated and evolved to keep it fresh. A morning walk was being reintroduced and team entries were now welcome. ;</li> <li>• <i>Dog Dive</i> – small events but appealing to wide audience including being a "child friendly" event;</li> <li>• <i>Sky Dive Day</i> –date for 2020 had been organised for 5<sup>th</sup> July;</li> <li>• <i>Movie by Moonlight</i> – Long running successful event. A date had been set for</li> </ul>

- next year (31<sup>st</sup> August) and ideas for the film were currently being discussed;
- *Overseas Trek* – Next year's trek was planned for India.

New events planned:

- London to Paris cycle event;
- Christmas/family event;

### **Friends of the Royal United Hospitals Update**

The Chair & Assistant Treasurer expressed thanks to the Forever Friends Head of Fundraising for the good working relationship which had existed and wished him well for the future. The following points were highlighted:

- The RUH Friends had been delighted to deliver a Christmas Tree to the Children's Ward that morning.
- The Charitable Incorporated Organisation (CIO)\_had come into being on 1<sup>st</sup> October and the first meeting of the new Board had taken place on 31<sup>st</sup> October 2019. A new chair had been appointed following the previous Chair (Stan Barker) stepping down and four new Trustees had been appointed, with one further Trustee to be appointed after Christmas.
- There were now approximately 360 volunteers within the Trust who provided in excess of 40,000 volunteering hours. Donations totalling £100,000 had been set aside and the criteria for giving donations would be agreed after Christmas. In addition, the Friends provided £10,000 towards a garden budget, hanging baskets, approximately 3,000 emergency packs and Christmas gifts to patients.
- Money had been donated to the following areas during the year:
  - Breast Care Unit waiting area
  - Bereavement area (Women's and Children's)
  - Oncology Unit
  - Artsparks
  - Mary Ward
  - Neonatal beds

### **Financial Position as at 31<sup>st</sup> October 2019**

The Head of Financial Services provided an update on the financial position as at 31<sup>st</sup> October 2019 and confirmed that income was £1.1m above the same period last year, mainly due to donations towards large capital builds. Expenditure was also £300k up on the same period last year. Within this, £141k had been spent on medical equipment and £22k to the Compassionate Companion project.

*Income and Expenditure over £25k* – the Head of Financial Services reported that there had been a £50k repayment to the General Fund and the main expenditure related to the scanner for the Eye Unit.

*Statement of Financial Position* – the Head of Financial Services reported that investments valuation had increased by £235k. The debtors' movement included a pledge of £0.8m from Medlock towards the Cancer Centre which would be released over four years commencing in January 2020. Creditors at year end included £1.7m contribution towards the RNHRD and Therapies Centre.

The Committee were notified about a major donation within Trauma & Orthopaedics

specifically for the purchase of medical equipment. Any purchase requests for using this money would be subject to Medical Equipment Committee approval.

### **General Fund Update**

Transactions which the Committee were asked to note related to £50k from Carestream and Patient Safety Conference costs.

### **Investment Governance**

The Head of Financial Services reported that the value and return in relation to investments had remained volatile since the Committee moved the portfolio to a level 3 moderate risk in 2018/19. The Committee approved the distribution of dividend income from investments to once a year at month 12. The Committee were advised that the Trust Chair was in the process of being added as a signatory to the Investment Portfolio.

### **Charitable Fund Register**

Risks relating to staff turnover and the challenges of fundraising for the arts programme were discussed.

### **Charity Strategy Review**

The Commercial Director outlined the updated strategy. The Committee requested that the fundraising process should be outlined more clearly and discussed the arrangements regarding individual ward and project fundraising.

The Committee agreed that they ought to practice a self-assessment so that they were consistent with other committees and it was agreed that this would be undertaken by the Head of Corporate Governance.

### **Terms of Reference**

The Head of Financial Services highlighted that the Terms of Reference now included a membership of two Non-Executive Directors as requested.

### **Charitable Funds Standing Financial Instructions**

The Head of Financial Services highlighted a change in the report which related to significant changes to the portfolio would now need to be ratified by the Charity Committee.

### **Investment Risk Strategy**

The Head of Financial Services highlighted that the Investment Strategy was separated out and rewritten in light of the most recent Charity Committee Guidance.

### **CC/05/12/15 Fund Managers Guide**

The Head of Financial Services updated the committee on the new guide and agreed a small increase to Christmas Allowances and that Masters and Further Education applications should be funded via the Trust Training Strategy rather than charitable funds.

The Committee also agreed to review the policy in place for retirement gifts at its next meeting.

**Art at the Heart: Vision and Strategy 2020-2023**

The Art and Design Programme Manager and Director of Estates and Facilities highlighted the future security of the Arts Programme and how they hoped to secure funding for more than one year. They described how the Trust had trail blazed with the original Arts Programme but year on year funding still remained challenging. The Committee agreed to provide financial support until the end of March 2020 and that the Trust would be launching a new appeal for arts fundraising.

**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**

- Forever Friends Strategy Review
- Charitable Fund Spending Plans 2020-21
- Art at the Heart Update

**Recommendations**

The Board is asked to note this report.