

**CHARITABLE FUNDS COMMITTEE– DATE 26<sup>th</sup> OCTOBER 2022**

**HIGHLIGHT REPORT**

The key headlines/issues and levels of assurance are set out below, and are graded as follows:

Strength of Assurance	Colour to use in 'Strength of Assurance' column below
Low	Red - there are significant gaps in assurance and/or not properly assured as to the adequacy of action plans/controls
Medium	Amber - there is reasonable level of assurance but some issues identified to be addressed.
High	Green – there are no gaps in assurance and there are adequate action plans/controls

Report	Assurance level*	Committee escalation	Risk Reference
Review of Risk Register	High	The risk assessment 4669 (estates resources available to support projects) would be retained until specific estates dependent projects had been completed.	4669
Review of Fundraising Strategy and Annual Priorities	High	The charity's fundraising strategy was presented. It was agreed that 1 flagship appeal would be agreed for each directorate. There would be specific approaches for the pursuit of trusts and foundation monies and corporate partnerships. It was agreed that the application for a £30k NHS Charities Together (NHSCT) Charity development grant would support a fixed term fundraising post. The post would support the twin objectives of increasing our influence and long term fundraising sustainability.	
Fundraising Manager's report	High	The Fundraising Manager provided an update on activities to 26 <sup>th</sup> October. Highlights against Raising Health strategic objectives noted were:  (Visibility) – the 9 roadshow events had been well received. Feedback was requested on the impact of the events. Raising Health has had stalls at several external events including at colleges and universities and Voluntary Sector community exhibitions.	

Report	Assurance level*	Committee escalation	Risk Reference
		<p>(Income) – Events and fundraising continue for agreed schemes.</p> <p>The dementia garden at the Evington Centre has been completed.</p> <p>The charity has been notified of a significant legacy for St Luke’s Hospital, it is unlikely to be received this financial year.</p> <p>Due to the current economic situation and the impact on investment values, Carlton Hayes charity have advised that future grants to Raising Health may be at a reduced value.</p> <p>(Grants) – The staff room improvement project has spent £95k and most schemes are now complete. The Coalville hospital garden continues to encounter site drainage issues which are likely to restrict the scope of the final scheme. The Stewart House gym scheme continues to be developed.</p> <p>(Partnerships) – work continues to develop relationships with external partners.</p> <p>A market trends report was presented which highlighted decreasing donations across all charity sectors which was likely to continue and be exacerbated as the cost of living impacts increase.</p>	
Finance report – Q1	High	<p>Total income was minus £23k at quarter 1, comprising realised income of £121k and an unrealised investment loss of £144k. There had been a donation of £50k from Coalville League of Friends.</p> <p>Expenditure was £96k in quarter 1. Future expenditure commitments (including NHSCCT and Carlton Hayes bids) total £349k</p> <p>The cash balance was £448k at the end of March. Cash was expected to remain in a good position in the rolling 3-year cash flow forecast.</p> <p>Total funds available was £2.3m at the end of quarter 1, a decrease of £119k since the start of the financial year.</p>	
Annual Accounts and Annual Trustees Report for submission to the Charities Commission	High	The Charity’s annual accounts and annual trustees report were approved.	

<b>Report</b>	<b>Assurance level*</b>	<b>Committee escalation</b>	<b>Risk Reference</b>
Approval of Trustees Management Representation letter to support the accounts	High	The Trustees' Management Representation letter to the auditors was approved.	
Internal audit – Charitable Funds effectiveness of controls audit report	High	The substantial assurance report was received. This is the highest rating possible and the committee thanked the teams, noting that this result reflected a lot of hard work and commitment.	
Updates on Previous Bids	High	Estates projects – work on the Coalville Hospital garden was discussed in the fundraising manager's report.	4669
New bids received	High	Bids received: Research bid - £10k funding was requested to build research capacity in the Trust. Funding would need to be identified within existing Raising Health funds to support this. The benefits to beneficiaries weren't clear in the bid. It was agreed that the team would be asked to review and revise the bid before re-submission for consideration by the trustees.	
New funds created	High	None reported.	
Work plan	High	The work plan was reviewed and agreed for 2022/23.	
New Charitable Funds Bank Account	High	There was a discussion on the balance of risk of the cash in the bank account only being protected up to £85k under the Financial Services Compensation Scheme (FSCS) and the work required to open and manage funds across multiple bank accounts to reduce the risk. It was agreed a risk assessment would be drafted.	
Review of risk register	Medium	A new risk would be drafted to describe the risk to investment funds from being held in one bank account and exceeding the protection FSCS limit.	
AOB	High	None received.	

<b>Chair</b>	<b>Cathy Ellis, Trust Chair &amp; Raising Health Trustee Chair</b>
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