

CHARITABLE FUNDS COMMITTEE

SUMMARY REPORT

DATE OF MEETING: 7 DECEMBER 2023

**COMMITTEE
GOVERNANCE**

Committee Chair: **Sumita Hutchison, Non-Executive Director**

KEY POINTS TO DRAW TO THE BOARD'S ATTENTION

CHARITABLE FUNDS STRATEGY UPDATE

The Committee **RECEIVED** an update on the progress with delivering the Charity's fundraising strategy and the activities that have been taking place over the last quarter to continue to seek additional funds and develop the Trust's charitable funds activities.

The new Charity logo and brand identity are now in place and being rolled out. A presentation was given during October's Senior Leadership Network where we unveiled the new look and feel to Trust colleagues, and this had been well received. Subsequently, two colleagues decided to hold a cake sale at Edward Jenner Court to support charitable funds and raised approximately £250.

The Trust was not yet fully set up to enable effective fundraising, with many people no longer carrying cash and would wish to donate using cards or phone apps. With the help of Orchard Fundraising, the Trust has been exploring options for cashless giving (tap and donate). The Trust will soon be piloting cashless giving technology at two Trust sites and will have a portable option so that we can offer tap and donate on stands at public events.

The Trust had been working with Orchard Fundraising to identify a range of suitable grants that we could bid for to support the development of the Sanctuary Garden at Wotton Lawn Hospital. Colleagues had been successful in securing a £5k design grant from the Queens Nurse Institute for the development of the design for the Sanctuary Garden but funds are now needed for the build to develop a safe and secure external therapeutic environment for women. A number of applications had been submitted; however, notification had been received that 2 of these applications had been unsuccessful. No specific feedback was received but the Committee noted the high volume of applications being received for each grant.

Part of the Trust's successful bid to NHS Charities Together for a development grant was to employ someone to work on developing our Charity administrative and engagement processes. A job description for a Band 3 Charitable Funds Coordinator, to work 0.6 WTE on a 12-month fixed term contract had now been developed, with a potential start date of January 2024.

The Committee **NOTED** this update and welcomed the progress being made.

HARDSHIP FUND UPDATE

The purpose of this report was to provide an update to the Committee on the new Cost of Living Hardship Fund application uptake and spend commitment up to mid-November 2023, and to present a proposal for the provision of Food Vouchers from the Charitable Funds.

The new Hardship Fund scheme launched in October 2023 and built on the experiences and learning from providing a similar fund in October 2022 until spring 2023. The earlier scheme benefited circa 80 colleagues and people who use our services, with over £20,000 being distributed to those in exceptional need. As of week ending 24 November 2023, 51 applications had been received:

- 39 were employed colleagues
- 2 were experts by experience
- 10 were applications from colleagues on behalf of patients / service users
- 20 of the applications were in the Level 1 award range (up to £100)
- 31 were in the Level 2 award quantum (Over £100 and up to £500)

A total of 27 people have had their applications granted so far, with the total funds committed reaching £9,231. A total of 16 people had their applications rejected in line with the requirements of the fund and 8 people have had their applications queried, with responses either outstanding or being reviewed. Applications were supported for a wide range of expenses from a mix of colleagues all in the Band 2 to Band 6 range, experts and service users / patients.

The Committee was being asked to agree the proposed option to fund a new batch of Food Vouchers for colleagues going forwards of up to £3,000, however, this was subject to outstanding taxation advice which had been sought.

The Committee **APPROVED** the additional release of funds in principle, subject to further advice and guidance.

OTHER ITEMS RECEIVED

The Committee:

- **RECEIVED** the Finance Report which reported that the funds balance at 31 October had decreased by £7k during the year from £385k to £378k.
- **RECEIVED** and **NOTED** the Trustee Responsibilities update, the purpose of which was to provide the Committee with guidance on the role of Corporate Trustee of an NHS Charity and ensure members of the Committee continued to understand their responsibilities.
- **RECEIVED** and **NOTED** the positive outcome of the effectiveness self-assessment for the Charitable Funds Committee for 2023
- **RECEIVED** the League of Friends update, which provided an update on purchases funded by the League of Friends for each of the community hospitals.
- **RECEIVED** the Brokenborough update which provided an update on progress towards the disposal of the land at Sherston Road, Malmesbury. (Brokenborough land) and **APPROVED** the recommendation that the Trust develop and submit a speculative application.

ACTIONS REQUIRED BY THE BOARD

The Board is asked to **NOTE** the contents of the report.

DATE OF NEXT MEETING:

20 March 2024