

EAST KENT HOSPITALS UNIVERSITY NHS FOUNDATION TRUST**REPORT TO: BOARD OF DIRECTORS MEETING - 27 JUNE 2014****REPORT FROM: CHARITABLE FUNDS COMMITTEE – 30 MAY 2014****PURPOSE: Information and ratification of:-**

- **Retention of the Terms of Reference without change**
- **Retention of the Reserves Policy without change**
- **Recommendation to release capital from investments of up to £150k in support of grants**

Chairman's Summary of Meeting**1. Presentation by Cazenove Investment Managers**

- 1.1 Cazenove presented to the Committee the performance of the portfolio over the last year which met all objectives.
- 1.2 The Committee were given reassurances that the change of banking arrangements to Schroders following the recent acquisition was considered to be a lower risk than with the previously spread holdings with 'high street' banks. Cazenove identified that during the financial crisis Schroders increased holdings whilst other banks suffered losses.
- 1.3 Performance and risks were all discussed and the Committee had opportunity to raise issues regarding long term strategy and clarity around stocks held.

2. Charity Strategy Review

- 2.1 The Committee discussed the results of a Survey regarding the objectives and mission of the Charity and agreed that although the results were useful, a wider audience may provide a greater insight in how to take the Charity forward.
- 2.2 Action plans were agreed to explore opportunities with local communities.

3. Fundraising and Appeal Update

- 3.1 The Committee were provided with information on recent and planned events for fundraising.
- 3.2 An outline of the benefits for the proposed Appeal for Dementia was presented by the Matron for Dementia together with Consultant for HCOOP. The Committee discussed the opportunities and raised issues around the marketing of the Appeal and how to maximise the use of funds.
- 3.3 The Committee agreed that further work in detailing the plans should be undertaken to highlight the top ten projects to enable clear marketing with a defined goal that the public could support.

4. Annual Report and Accounts

- 4.1 The report was tabled and key points regarding income and expenditure were discussed. Since the report had not been circulated prior to the meeting the Committee were asked to review the draft Annual Report and Accounts and to send any comments to Charitable Funds Manager (CFM) for amendments by 30 June prior to commencement of audit on 7 July.
- 4.2 It was noted that the final draft of the report will be circulated to the Committee on 31 July and be presented to the IAGC on 14 August 2014. The Board of Directors would be asked to approve the report at the meeting held on 29 August 2014.

5. Finance and Expenditure Report

- 5.1 The Committee reviewed the income and expenditure for the last quarter of previous financial year and comparative data was provided to identify trends over the past 5 years.
- 5.2 It was agreed that grants should continue and cash requirements monitored with a release of capital at the end of the financial year to maximise the returns during the year.
- 5.3 An update was provided on the status of legacies notified to the Charity.

6. Terms of Reference Review

- 6.1 The Committee reviewed the Terms of Reference and agreed that these should not and need not be amended and would recommend that the Trustees ratify this proposal.

7. Review of Reserves Policy

- 7.1 The Committee reviewed the Reserves Policy and agreed that this met the needs of the charity without amendment and agreed to recommend to the Trust Board of Directors to adopt the policy for a further year.

Prepared by Lynn Higgins

For and on behalf of

Valerie Owen

Charitable Funds Committee Chair

BOARD OF DIRECTORS ACTIONS REQUIRED:

- I. Ratify the recommendation to release Capital of up to £150k to continue Grants as required at the end of the financial year.
- II. Approve the Terms of Reference for the Charitable Funds Committee for 2014/15 without amendment.
- III. Ratify the Committees' recommendation with regard to adopting the Reserves Policy without any amendment for 2014/15
- IV. Note the report.