



AIREDALE NHS FOUNDATION TRUST CHARITABLE FUNDS REPORT TO BOARD OF DIRECTORS – 26 JUNE 2019

Issue for consideration:

To update the Board of Directors, in their capacity as Trustee, on recent donations to the Trust Fund and approved expenditure of Trust funds.

Action required by Trust Board

To receive and note the report.

1. Charitable Fund - Income

During the month of May 2019, the Airedale NHS Foundation Trust Charitable Funds received donations/legacies of £6,547.58 including

- £1,471.76 from The Hope Trust for the HODU Fund
- £1,185.14 donations from a Wedding Celebration Party for the Surgical Specialties Fund (Intensive Care Unit)

2. Charitable Funds - Expenditure

During the month of May 2019, the Airedale NHS Foundation Trust Charitable Funds spent £343,925.46 including the following items of note:

- £337,755.86 contribution towards Theatres equipment from two legacy funds
- £1,604.55 to supply a Tilt-Top Dining Table and 15 Armchairs from the Stroke Support Fund

3. Project Approvals

There were no project approvals during May 2019.

Victoria Pickles
Director of Corporate Affairs and Group Company Secretary

**AIREDALE NHS FOUNDATION TRUST CHARITABLE FUNDS SUB COMMITTEE
MINUTES OF THE MEETING HELD ON THURSDAY 13 JUNE 2019 AT 10AM
IN THE LOUNGE, AIREDALE GENERAL HOSPITAL, SKIPTON ROAD, STEETON**

PRESENT: Jeremy Cross, Non-Executive Director (Chair)
Rob Aitchison, Chief Operating Officer
Annie McCluskey, Head of Nursing, Integrated Care
Alan Hart Thomas, Deputy Medical Director

IN ATTENDANCE: Victoria Pickles, Associate Director of Corporate Affairs (Note taker)
Mark Walsh, Assistant Director Financial Services

10/19 APOLOGIES AND WELCOME

Apologies for absence were received from Andrew Dumbleton, Non-Executive Director and David Crampsey, Deputy Medical Director.

11/19 DECLARATIONS OF INTEREST

There were no declarations of interest.

12/19 MINUTES OF THE PREVIOUS MEETING HELD ON 5 MARCH 2019

The minutes of the meeting were approved as a correct record.

13/19 ACTIONS ARISING

5/19 Funding Request – Renal [ref 05/19(ii)]

The Assistant Director of Financial Services explained that there was still a need to identify appropriate renal related items to enhance patient care for charitable funding. This would come through the 2019/20 accounts. It was agreed to include this for discussion at the next Charitable Funds Committee.

ACTION: RA

5/19 Funding Request – Inpatient Bedside folders [ref 05/19(iv)]

The Associate Director of Corporate Affairs provided an update on the progress with the inpatient bedside folders. It had been clarified that the folders would not be commercially viable if adverts from the health and care sector were excluded. The situation has since changed in that the Palliative Care team are now looking to progress with bereavement support folders produced by the same company which would entitle the Trust to receive the bedside folders free of charge and free of adverts.

14/19 FUNDING REQUESTS

i. Charitable Funds Fundraiser

Discussion took place on the level of expectation in relation to this post. The Associate Director of Corporate Affairs explained that the post would be required to build the brand and profile of the Trust's Charity within the organisation and with key partners and local businesses as the Charity currently has very little profile or visibility with the Trust. The role would also build relationships with the current volunteer team and with the Friends of Airedale.

The Committee discussed how the role's success should be considered in terms of inputs as well as the level of funds raised. It was clarified that the role should be self-

funding in terms of being able to generate sufficient donations to the general fund to cover the post or would need to be considered as a percentage administration fee from the other funds. The Associate Director of Corporate Affairs add that should there be any shortfall it would need to be managed as a pressure within the budget.

Future fundraising plans may require a more senior role with an ability to identify high net worth donations and that this would be discussed with the Chair and Chief Executive in relation to an overall fundraising strategy for the Trust.

Subject to this clarification the Committee **APPROVED** the post.

ii. Works in Richardson Suite and HODU

The Chief Operating Officer presented the funding request for works to improve the environment within the Richardson Suite and HODU. He explained that the team had creatively reviewed the space available and had identified a more innovative solution which would significantly improve the patient experience. The Assistant Director of Financial Services confirmed that the estates team had been involved in the plans and costing. The plan would also go to Capital Investment Team to ensure appropriate input from IT.

The Committee **APPROVED** the request and noted that it would be a good investment for the funds.

iii. Band 3 Care Co-ordinator

The Chief Operating Officer explained that the request was for a 12 month post enable the role to be tested for its effectiveness and impact and during which time a business case would be developed for recurrent funding. The Deputy Medical Director queried whether the post was to meet statutory cancer waiting times or to improve the patient experience. The Head of Nursing explained that the role had resulted from learning from a visit to another trust and that it had made a difference to patients receiving cancer care. The Associate Director of Corporate Affairs pointed out that the job description attached to the request better articulated the patient benefit.

The Committee **APPROVED** the request in principle subject to a revised funding request being circulated to Committee members.

ACTION: RA

iv. Profile beds for Ward 19

The Chief Operating Officer explained that there was a rolling replacement of all beds in the hospital and that there may be duplication created by this request. The Committee **NOTED** that further work would be done to identify whether the profile beds were included in the rolling replacement programme and the funding request would only come back for any difference in cost.

ACTION: RA

15/19 FINANCE REPORT

The Assistant Director of Financial Services presented the report.

(i) Turnover of funds

The turnover of funds report for the 12 month period ending 31 May 2019 was presented. It was noted that a number of funds that have significant balances. The Committee agreed to review this at the next meeting and consider whether fund holders should be invited to discuss their spending plans.

(ii) Fund balance

The closing balances totalling £988,758.24 as at the end of 31 May 2019 was received and noted. The fund balance has dropped slightly due to approvals made at the year end.

(iii) Fund signatory list

The fund signatory list was noted.

(iv) Investment and cash balance

The investment and cash balance position was noted.

16/19 CASTLEFIELD UPDATES

Clarification was given on the Committee's role in relation to Castlefield and that it is for the Committee to consider how much it wishes to invest, the investment plan and the performance of the investment. There were no points raised in relation to the investment portfolio.

17/19 ACTION LOG

All items on the action log were complete.

18/19 ANY OTHER BUSINESS

The Assistant Director of Financial Services explained that the charitable funds accounts being completed and a draft would be presented at the meeting in September. There were no other items of business.

DATE OF NEXT MEETING

Thursday 12 September, 10am, Room 3, Education Centre, Airedale NHS Foundation Trust.

The meeting was closed at 10:55am.

ACTION LOG as at 13 June 2019

DATE DISCUSSED	AGENDA ITEM AND ACTION	LEAD	DUE DATE	STATUS	DATE ACTIONED & CLOSED
13 June 19 14/19 (1)	FUNDING REQUESTS Updated funding request for Band 3 Care co-ordinator to be shared with Committee members	R Aitchison	End June 19		
14/19 (2)	To check if profile beds are included in rolling replacement programme and confirm whether any funding is required as a result	R Aitchison	End June 19		
05 March 19 05/19	FUNDING REQUESTS List of renal equipment to be presented to June meeting	A Copley	June 19 Sept 19	To be considered at meeting in September	
05/19	Further information to be presented to the committee in relation to the advertising agreement for the inpatient bedside information folders	H Roberts	June 19	CLOSED	June 19
08/19	PEARS FOUNDATION PROPOSAL Update report to be added to Committee workplan	V Pickles	June 19	COMPLETE	June 19
	Letter of thanks to be sent from Committee to Lynsey Nicholson for her work on the Pears Funding application	J Cross	March 19	COMPLETE	March 19
26 Nov 19 41/18	Turnover of Funds - programming a presentation by the fund holder to the Committee during the next 12 months.	J Cross	November 19	COMPLETE	Nov 19
42/18	Reference to the Friends of Airedale fundraising to be deleted from Annual Report and Accounts.	J Downes	November 19	COMPLETE	Nov 19
	Recommend to Corporate Trustee that Jeremy Cross sign year end documentation including the Annual Report and Accounts.	J Cross	November 19	COMPLETE	Nov 19
43/18	GDPR Legislation – signed addendum to be returned to Grant Thornton	J Downes	November 19	COMPLETE	Nov 19
7 June 18 17/18(i) & 26/18(ii)	Airedale Breast Unit Fund – present utilisation plan	S Hunter (D Todd)	March 19	COMPLETE	March 19