

CHARITABLE TRUST FUNDS ADVISORY COMMITTEE

Minutes of the meeting held on Tuesday, 23 May 2023 at 2pm, Hybrid Meeting Boardroom Trust HQ/MS Teams

Present: Mr Glenn Houston, Non-Executive Director (Chair)
Mr Gerard McGivern, Non-Executive Director
Mr Owen Harkin, Deputy Chief Executive/Director of Finance & Estates

In Attendance: Mrs Anne O'Reilly Chair (Observer)
Miss Colette Carey, Minute Taker
Mrs Nuala McAuley, Assistant Director, Financial Accounting
Mrs Diane Spence, Director of Community Care
Mrs Audrey Harris, Director of Medicine and Emergency Medicine
Dr Petra Corr, Director of Mental Health and Learning Disability
Mr Neil Martin, Director Strategic Planning, Performance and ICT
Mr Kevin McMahon, Director of Surgery and Clinical Services

1.	Apologies Caroline Armstrong, Head Accountant Wendy Magowan, Director of Operations Dave Watkins, Medical Director	
2.	Conflicts of Interest There were no conflicts of interest declared during the meeting.	
3.	Minutes of Previous Meeting: 18 January 2023 Minutes of the previous meeting of 18 January agreed as an accurate record and approved by the Committee.	
4.	Matters Arising (Action Log) The action log was reviewed and updates were noted.	
5.	Trustees Report and Accounts 2022/23 – Final Draft Nuala McAuley (NMCA) presented the Accounts of the Charitable Trust Funds (CTFs). NMCA highlighted the Trust holds 3 types of CTFs, namely Restricted, Unrestricted and Endowment and under each of these main headings there were a total of 160 named CTFs at	



	31 March 2023. 27 CTFs were closed in year with balances reduced to zero. Five new CTFs were opened during 2022/23 which are Directorate based and are aligned to how the Trust delivers its services throughout the Trust area. All donations are now directed to one of these funds and this will make usage more flexible and effective in future. NMcA reflected on the achievements during 2022/23 as the Trust progressed a number of key work streams, ie, finalised testing of the replacement of the CTF accounting system; promoting projects to maximise the £3m donation from the Department of Health (DoH); progressed projects under Stage 2 and Stage 3 grant schemes from NHS Charities Together; and continued review of CTF funds as part of work to enable CCNI registration. NMcA discussed the Northern Ireland Central Investment Fund for Charities (NICIFC) share price at 31 March 2022 had increased to 1575.54p but decreased to 1462.96p at 31 March 2023. NMCAy advised the share price decrease was a reaction in the market to the war in Ukraine, cost of living increases and UK economic disruption. Glenn Houston (GH) thanked NMCA for the paper and the explanation on the NICIFC share price. Owen Harkin (OH) advised the NICIFC is a long term investment and would expect the investment to recover. The NICIFC recommends a 5 year time frame. GH noted the Accounts at the Committee and advised they will be tabled at Audit Committee for approval.	
6.	Administration Charges – 2022/23 NMcA presented the Administration Charges 2022/23 report. NMCA advised there has been a decrease in charges since 2021/22 which is primarily due to costs that were incurred in 2021/22 for the implementation of the new Harlequin system. She explained that charges were to be tracked more consistently for 2023/24 in order to determine the accuracy of the charge. GH thanked NMCA for the report and enquired if there was a regional approach was in place for calculation of Admin Charges. NMCA advised she would liaise with regionally colleagues.	Mrs McAuley



7.	Income and Expenditure Update NMCA tabled the report to the Committee. The report details the income and expenditure position as at 31 March 2023. The Divisions provided a brief update on their expenditure.	
8.	Publicity Update NMCA advised the Trust continues to receive donations into the 5 new CTFs, and the Financial Accounting Service Department (FASD) ensure that feedback to donors on how the Trust has utilised their kind donations. The team are liaising with the Comms Dept to develop future videos to publicise the benefits the funds have to patient services. NMCA discussed the 'With All Our Hearts' campaign, it marks 3 years since the COVID-19 pandemic whereby the NHSCT illustrates the stories of staff. GH highlighted the need to ensure confidentiality for staff in use of stories and NMCA provided assurance no use would be made without explicit consent.	
9.	CCNI Registration Update NMCA noted the Trust is legally required to be registered with the Charities Commission NI (CCNI). However due to backlogs in the registration by CCNI it may be 2025 before they can formally address the registration of Trusts and NIAS. Trusts are working with DLS regionally to take forward merging of CTFs (through the High Court, excluding BHSC who have already completed this exercise) and preparation for CCNI registration.	
10.	Any Other Business OH took the opportunity to thank all the Directors for their engagement in the Committee and to NMCA and her team for the production of the reports. GH also thanked Caroline Armstrong and the team for supporting the Committee.	
11.	Date of Next Meeting: Wednesday, 11 October 2023 at 2pm	All