

## Charitable Funds Committee – Committee Evaluation February 2022

Establishment, Composition, Organisation, Resources, Duties		Strong	Adequate	Needs Improvement	Evidence/Comments
1	The Charitable Funds Committee terms of reference clearly, adequately & realistically set out the Committee's role and nature and scope of its responsibilities and have been approved by the Committee and the Trustee Board.	Yes			TOR003: Terms of reference of the Charitable Funds Committee.
2	The Board was active in its consideration of Charitable Funds Committee composition.	Yes			Review of NED and ED roles undertaken across Trust Committees as required.
3	The Charitable Funds Committee's actions reflect independence, ethical behavior, adherence to Charity Commission guidance and the best interests of the Charity and its stakeholders.	Yes			This was considered in the review of Committee ToR it was planned to invite an independent clinical lead to join the committee. Dr Hall, Medical Director has joined the Committee to provide this clinical leadership.
4	The Charitable Funds Committee reports to the Trustee Board throughout the year and in the Charity Annual Report demonstrating compliance with its terms of reference and provides the Trustee Board with assurance on the effective operation of systems and procedures within the Charity.	Yes			Regular CFC meetings with minutes and Chair's reports taken to the Trustee Board. Formal signoff of Charity Annual Report. Risk Register in place and reports well received.  The reporting and oversight of spend against plans and the management of underspends has been developed in year with reporting through to CFC.

Establishment, Composition, Organisation, Resources, Duties		Yes	No	Comments
5	Are the terms of reference reviewed annually to take into account governance developments and the remit of other Committees within the organisation?	Yes		Reviewed Spring each year. (Approved by CFC March 21 and Trustee Board May 21) and on agenda for February/March 2022.
6	Are changes to the Committee's current and future workload discussed and approved at Board level?	Yes		Considered and presented to Board through the Committee self-assessment process. Separately the Charity team has also presented to the Board on the work of the Charity and has planned a

				strategy workshop
7	Are Committee members able to act in the best interests of the Charity?	Yes		Confirmed

<b>Agenda Management, Oversight of the Reporting Process, Compliance with the Law and Regulations Governing Charities</b>		<b>Yes</b>	<b>No</b>	<b>Comments</b>
8	Is the Committee's role in the approval of the Charity Annual Report and Accounts clearly defined and complementary to the Audit Committee and Trustee Board?	Yes		See papers and minutes for relevant meetings. CFC provides assurance to Trustee Board and Audit Committee.
9	Does the Trustee Board ensure that Committee members have sufficient knowledge of the organisation to identify key risks and to challenge line management and auditors/investment advisors on critical and sensitive matters?	Yes		<p>Selection process for NEDs includes assessment of appropriate experience/skills and NEDs are appointed to contribute to through individual portfolios.</p> <p>The Board Learning Together Programme last included and extended session on Charity law duties of the Trustee Board in August 2019. This presentation was shared with new NEDs in Sept 2020.</p> <p>The Board has established a regular learning together programme to ensure there is development of knowledge across a broad range of areas including BAF, safeguarding and whistleblowing. These have been largely on hold because of the response to COVID19.</p> <p>The NED Buddy programme (which has also been largely on hold during this year) builds on knowledge of the organisation. Clinical Directors &amp; other staff invited to attend/present on particular areas. All Trustees invited to attend clinical and divisional presentations to Performance Committee.</p>

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Oversight of Charity Processes		Strong	Adequate	Needs Improvement	Comments
10	There is appropriate consideration of assurance reports (from a variety of sources). The Board of Trustees is clearly sighted on the issues that arise which require action by the Charity.	x			The Committee has received and scrutinised the investment reports from fund its managers. The Committee receives regular updates on fundraising activities of the Trust. The Charity Risk Register provides oversight and assurance around the key risks to the Charity.

Overall Evaluation		Strong	Adequate	Needs Improvement	Comments
11	What is the overall assessment of the performance of the Charitable Funds Committee?	x			Confirmed as strong

**Additional Comments:**

The Committee agreed that engagement with Trustee Board and understanding the wider trustee's role in relation to setting the strategy for the Charity would be the priorities for 2022/23.