

TRUST BOARD – 27 FEBRUARY 2013

**CHARITY TRUSTEE COMMITTEE – 8 FEBRUARY 2013
EXECUTIVE SUMMARY REPORT**

PURPOSE	To present to the Trust Board the report from the Charity Trustee Committee (CTC) meeting of 8 February 2013
PREVIOUSLY CONSIDERED BY	N/A
Objective(s) to which issue relates *	<input checked="" type="checkbox"/> 1. To improve continuously the quality of all aspects of our services <input type="checkbox"/> 2. To consolidate acute services for complex or serious conditions onto a single site <input checked="" type="checkbox"/> 3. To work with colleagues in primary care to expand local access to specialist acute services <input type="checkbox"/> 4. To maintain the pre-eminence of Mount Vernon as a tertiary Cancer Centre, and to provide more cancer care locally
Risk Issues (Quality, safety, financial, HR, legal issues, equality issues)	Key element of charity governance
Healthcare/ National Policy (includes CQC/Monitor)	In line with Charity Commission requirements
CRR/Board Assurance Framework *	<input type="checkbox"/> Corporate Risk Register <input type="checkbox"/> BAF
ACTION REQUIRED *	
For approval	<input type="checkbox"/>
For discussion	<input checked="" type="checkbox"/>
For decision	<input type="checkbox"/>
For information	<input type="checkbox"/>
DIRECTOR:	Chair of CTC
PRESENTED BY:	Chair of CTC
AUTHOR:	Trust Secretary
DATE:	February 2013

CHARITY TRUSTEE COMMITTEE – 12 October 2012
EXECUTIVE SUMMARY REPORT TO BOARD – 24 October 2012

Charity Management Team

The CTC received an update on the work of the Charity Management Team (CMT) and noted that the charity had exceeded its target for charitable income for this point in the year, moving from amber to green. There are 23 active projects in development, which is encouraging.

Reviewing the rest of the charity's key performance indicators (KPIs), the Committee was pleased to see that 84.4% of the funds had submitted income and spending plans for the current financial year. This was a very different position to that of a year ago. Action had been taken on all the funds identified as dormant, and none of these are now classified as such although the position needs to be kept under review.

The CTC had previously asked to see the charity's full risk register at this meeting and, following review, it decided to keep this as a standing item. None of the risks are currently rated above 12, and thus would not come onto the corporate risk register, but the CTC advised that they should be reviewed and re-rated as risks to the charity rather than as risks to the Trust.

Lung Optimised Treatment System for CyberKnife

The CTC considered a request to spend £60k of the Mount Vernon charitable funds on an enhancement of the functionality of the CyberKnife machine. This was consistent with the Trust's strategic objective of maintaining the pre-eminence of Mount Vernon and it would also produce some revenue savings for the Trust. The Committee debated the case at some length and concluded that it was happy to approve the request, since the CyberKnife itself had been funded entirely through charitable funds and the enhancement would provide a standard of care that was above and beyond that which the NHS could provide currently, enabling patients to benefit earlier than would otherwise be the case.

Cash Flow 2012/13

The CTC reviewed the cash flow report and decided to seek the Investment Adviser's advice on realising the gains within the charity's portfolio.

Charity Benchmarking

The CTC discussed a paper that summarised the benchmarking work undertaken by the charity with the support of the NHS Charities Association. This was still work in progress but the overall conclusion was that the charity fell within the average range in most aspects for charities of a comparable size. The research emphasised the fact that the charity was right to be seeking to focus on large projects.

The Committee noted that, based on current information, the cost of the charity's fundraising appeared to be average and it decided that one of the KPIs for 2013/14 should be an efficiency target for pence in the pound spent on costs.

Fundraising Activity

The CTC reviewed a report on fundraising activity and performance to date across all areas of the Fundraising Department's activity. It was pleased to note that the Magic of Play appeal would be launched in March by Esther Rantzen, as one of the patrons.

Having reviewed a summary of the charity's external corporate fundraising achievements, as well as its trust and foundation applications (which had been less successful to date), the Committee decided that the KPI for charitable income in 2013/14 should be broken down into the various categories of fundraising.

Investment Policy

The CTC reviewed and approved a revised investment policy, which now provided greater clarity, particularly on cash deposits.

Membership

The CTC briefly debated the possibility of co-opting a fundholder and one or more members of the community – such as shadow governors – onto the Committee. The Committee favoured the idea and the Chair undertook to discuss the matter with the Company Secretary.

Douglas Smallwood, Non Executive Director (Chair)