Trust Board paper O1

Meeting title:	Public Trust Board (as Corporate Trustee)
Date of the meeting:	11 September 2026
Title:	**Escalation Report from the Charitable Funds Committee (CFC): 12 June 2026**
Report presented by:	Prof Tom Robinson, Non-Executive Director Chair
Report written by:	Gill Belton, Corporate and Committee Services Officer

Action – this paper is for:	Decision/Approval	X	Assurance	x	Update	x
Which Group Priorities does this link to	Transform patient care		Strengthen our culture		Deliver our financial plan	
Where this report has been discussed previously	N/A					

To your knowledge, does the report provide assurance or mitigate any significant risks? If yes, please detail which
The report provides assurance re: the appropriate spend and governance of charitable funds, and re: progress on fundraising activities.

Impact assessment
N/A

1. Purpose of the Report

To provide assurance to the Trust Board as Corporate Trustee on the work of the Trust's Charitable Funds Committee and escalate any issues as required.

2. Summary

The Charitable Funds Committee met on 12 June 2026. The meeting was quorate.

3. Recommended Items

There were two recommended items for Public Trust Board from the Charitable Funds Committee meeting held on 12 June 2026 as follows:

3.1 CFC Terms of Reference

The Committee approved its updated Terms of Reference, subject to the inclusion of 'Chief Nurse ***or nominated Deputy'*** under the section on 'Core Members of the Committee' in light of the Chief Nurse's impending six-month secondment as UHN Managing Director, for onward approval at the Trust Board (the updated CFC Terms of Reference are attached to this escalation report for this purpose – please see appendix 1).

The CFC terms of reference had been updated to include the post of Director of Communications and Engagement as being a core member of the Committee, which was not formally recognised in the previous version of the Terms of Reference, so had now been included. The Terms of Reference had also been updated to reflect the latest delegated limits for financial approvals.

The Trust Board is requested to approve the updated CFC Terms of Reference attached as appendix 1.

3.2 CFC Annual Report 2025/26

The Charitable Funds Committee approved the CFC Annual Report 2025/26 for onward recommendation to the Trust Board for formal approval (the CFC Annual Report 2025/26 is attached to this escalation report for this purpose – please see appendix 2).

The Director of Corporate and Legal Affairs was requested to consider how best to meet the following specific duty of the Committee and schedule this for further discussion at the CFC meeting in August 2026: *Duty 1.6 – Does the Committee review, monitor and advise the Board as Corporate Trustee regarding the induction procedures established by the Charity for new members of the Trust Board in its capacity as Corporate Trustee.*

In relation to Duty 4.2 *(Does the Committee consider an annual independent review of the Investment Manager's performance)* the Acting Head of Charity was requested to determine if, how and the frequency with which other Charities undertake this task and report back to a future meeting of the CFC accordingly.

The Trust Board is requested to approve the CFC Annual Report 2025/26 attached as appendix 2.

4. Discussion Items

4.1 Charity Commission Online – Agreement re Access

The Committee approved the list of employees to be granted access to the Charity Commission on-line portal for the purpose of accessing and updating the information held about the Charity and submitting the annual return and accounts.

4.2 Finance and Governance Report

The Head of Financial Accounting presented the Finance and Governance Report, which detailed an update on the Charity's financial position for the period ending 30th April 2026, including the position of the General Purposes fund. This report also included the draft closing position for the year ended 31st March 2026, together with a timetable for the audit and approval of the accounts and annual report and information on dormant restricted funds.

It was highlighted that the Charity Annual Accounts 2025/26 would be submitted to the CFC meeting in October 2026 for approval and recommendation thereafter to the Trust Board at its meeting on 6 November 2026.

4.3 Director of Leicester Hospitals Charity Appointment

The Director of Corporate and Legal Affairs presented a report which provided the Committee with an update on the outcome of the process to appoint a substantive Director of Charity for Leicester Hospitals Charity.

The Committee noted the successful appointment of Ms Sunita Patel to the role of Director of Hospitals Charity following an open and competitive process and congratulations were conveyed to Ms Patel.

It was noted that Ms Patel's appointment would be communicated to relevant parties from 15 June 2026 and the Director of Corporate and Legal Affairs undertook to draft a joint letter from herself and the CFC NED Chair to Corporate Trustees accordingly.

5. Any Other Business – None

Meeting title:	Trust Board	**Appendix 1**
Date of the meeting:	11 September 2026	
Title:	**CFC Terms of Reference – Updated**	
Report presented by:	Becky Cassidy, Director of Corporate and Legal Affairs	
Report written by:	Gill Belton, Corporate and Committee Services Officer	

Action – this paper is for:	Decision/Approval	x	Assurance		Update	
Where this report has been discussed previously						

Acronyms used: CFC – Charitable Funds Committee

Purpose of the Report

The report provides the Trust Board with the updated CFC terms of reference for review and endorsement, as reviewed and approved by the Charitable Funds Committee at its meeting on 12 June 2026.

The CFC terms of reference have been updated to include the post of Director of Communications and Engagement as being a core member of the Committee, which was not formally recognised in the previous version of the Terms of Reference, so has now been included.

The Terms of Reference have also been updated to reflect the latest delegated limits for financial approvals.

The additions made to the Terms of Reference have been highlighted in blue font for ease of reference.

Recommendation

The Trust Board is asked to:

- review and approve the updated CFC Terms of Reference.

Supporting documentation:

Updated CFC terms of reference.

Charitable Funds Committee

Terms of Reference

1. Constitution

The University Hospitals of Leicester NHS Trust hereby resolves to establish a Committee of the Trust Board (hereafter referred to as "the Board") in its capacity as Corporate Trustee of Leicester Hospitals Charity, to be known as the Charitable Funds Committee (hereafter referred to as "the Committee").

The Committee shall have terms of reference conferring delegated authority from the Board and will be subject to conditions such as reporting its activities to the Board, as the Board shall decide and act in accordance with any legislation, regulation or direction issued by regulators or statutory bodies.

2. Purpose

The purpose of the Committee is to provide oversight and management of Leicester Hospitals Charity on behalf of the Board as Corporate Trustee, and to escalate any concerns or issues as appropriate. The Committee will seek and receive assurance on the governance and direction of the Charity and its operation in line with the Charity's objects, the stewardship of the Charity's funds, the management and performance of the Charity, Charity team, and Charity investment manager, and will consider (within its delegated limits) applications received for charitable funding. The Committee will review the annual plan/strategy for the Charity, and the audited annual Charity accounts and annual report ahead of Trust Board approval as Corporate Trustee. The Committee will also satisfy itself as to the adequacy of the arrangements in place for auditing the Charity.

3. Membership

The Committee shall comprise:

Core Members

- 3 x Non-Executive Directors, one of whom will chair the Committee
- 2 x Executive Directors of the Trust Board (Chief Nurse or nominated Deputy and Director of Communications and Engagement)
- Director of Estates, Facilities, and Sustainability

A standing invitation to attend the Committee will be extended to the following:

- Director of Corporate and Legal Affairs
- Representative of the Chief Financial Officer
- Charity Finance Manager
- Director of Leicester Hospitals Charity
- Other Non-Executive Directors

The secretariat and administrative support to the committee shall be provided through the Corporate and Committee Services Team.

A deputy shall be nominated to attend a meeting of the Committee when the absence of one of the members (detailed above) would prevent an item of business being addressed. The deputy attending shall count towards meeting quorum, but not to the attendance record of the Committee member themselves.

All members shall attend a minimum of 75% of meetings of the Committee on a rolling 12 month basis.

4. Quorum

Quorum shall be 3 members, to include at least 2 Non-Executive Directors (1 of whom will chair if the chair is unable to attend).

5. Meetings

The Committee shall meet bi-monthly. Additional ad hoc meetings may be convened as and when required.

6. Duties

Governance

6.1 The Committee will review, monitor and advise the Board as Corporate Trustee re: the following:

1. the form and nature of the governing document(s) of the Charity (as may be amended from time to time);

2. the measures established by the Committee to ensure that the Trust Board, as Corporate Trustee, is and remains well informed on all matters relating to the Charity;

3. the arrangements to be adopted to ensure that charitable business is conducted by the Charity on a regular and timely basis;

4. the adequacy of the resources available to the Charity to help it maintain a high standard of management and control;

5. the documentation of rules by which the Charity shall be run, under the auspices of the Trust's overall corporate governance arrangements (e.g., Standing Orders, Standing Financial Instructions, and procedural guidelines).

6. the induction procedures established by the Charity for new members of the Trust Board, in its capacity as Corporate Trustee;

7. the arrangements to be adopted to ensure that adequate procedures are in place to deal with any potential conflicts of interest in the management of the Charity;

8. the measures to be taken to make information about the Charity's affairs widely available.

<u>Financial Control</u>

6.2 The Committee will keep under review and advise the Trust Board, as Corporate

Trustee, as necessary upon:-

1 the arrangements adopted by the Committee to ensure that the Charity's funds are managed securely, economically, and deployed to the best advantage of users and beneficiaries, having due regard to the wishes of donors and the charities objectives;

2. the reliability of financial systems; (in conjunction with the Audit Committee, as appropriate)
3. comprehensive guidance and procedure notes;
4. agreed policies for the use of reserves;
5. forward planning and budgeting;
6. provision of accurate, timely management information to the Committee;
7. management of investments;
8. audit arrangements (in conjunction with the Audit Committee, as appropriate);
9. agreed spending objectives;
10. adequate control of all funds within the Charity.

Fundraising

6.3 The Committee will keep under review and advise the Trust Board, as Corporate Trustee, as necessary upon:-

1. the development and implementation of the Charity's fundraising strategy;
2. the support and facilitation of initiatives, both within the Charity and the community, to raise charitable funds;
3. the development of criteria for the consideration of proposals for fundraising schemes in accordance with the University Hospitals of Leicester NHS Trust's corporate objectives and clinical priorities;
4. all proposals received for fundraising schemes, which shall be presented to the Committee for consideration, and to make recommendations accordingly to the Trust Board, as Corporate Trustee;
5. the conduct of all approved fundraising appeals at the Trust;
6. the evaluation of different types of fundraising initiatives;
7. the achievement of objectives in respect of individual appeals;
8. the consideration and recommendations to the Trust Board, as Corporate Trustee, on applications for the use of general purpose charitable funds to establish fundraising appeals;
9. the ongoing monitoring of fundraising contracts with commercial participants.

Investment Management

6.4 The Committee will appoint, on behalf of the Trust Board as Corporate Trustee, a Charitable Funds Investment Manager for the Charity, who will provide quarterly performance reports to the Committee and attend at least two Committee meetings per financial year.

6.5 The Committee will consider an annual independent review of the Investment Manager's performance.

6.6 The Committee will undertake a quarterly review of the performance of both the Investment Manager and the portfolio.

6.7 The Committee will consider and advise the Trust Board as Corporate Trustee, re: the desired overarching strategy for the investment of charitable funds.

Determination of Funding Applications

6.8 The Charitable Funds Committee is, under delegated authority, authorised to consider and decide upon applications for expenditure from charitable funds (including general purpose funds) from a value of £20,000 or more, up to a value of £100,000. The Trust Board, as Corporate Trustee, reserves the right to approve any applications where:

6.8.1 the proposed expenditure is in excess of £100,000 in any financial year, or
6.8.2 the proposal is for more than one financial year and is in excess of £100,000 cumulative.

6.9. The Charitable Funds Committee shall, in the first instance, consider applications for expenditure from charitable funds (including general purpose funds) of a value of £100,000 or more and shall make recommendations to the Trust Board (as Corporate Trustee) as to whether the applications should be approved or rejected.

6.10 The Charity's officers are authorised to consider and decide upon applications for expenditure from charitable funds (including general purpose funds) up to a value of £20,000. All such decisions taken by the Charity's officers shall be reported for information to the next meeting of the Charitable Funds Committee, to enable the Committee to provide oversight of all funding applications approved by the Charity's officers under the scheme of delegation from designated funds or general purpose funds, where the value is £20,000 or less.

6.11 All funding applications will require the support and prior approval of the relevant CMG Clinical Director or Head of Operations or Head of Nursing. In the case of applications with a value of £20,000 or less to the general purposes fund, the approval of the Executive Directors on the Committee is required.

6.12 The Committee shall require all successful applicants to provide a written evaluation within twelve months of the start of the project. Any waiver to this requirement will be at the discretion of the Committee.

General

6.13 The Committee will approve the Charity's Annual Accounts and Annual Report prior to their submission to, and consideration by, the Trust Board as Corporate Trustee for formal adoption.

6.14. The Committee will consider general issues relating to the Charity, including guidance issued from time to time by the Charity Commission.

7. Reporting and Governance Procedures

The Committee shall produce minutes of its meetings which will be formally ratified at the following meeting. A written summary of each meeting shall be submitted to the next scheduled meeting of the Board as Corporate Trustee. The summary will focus on items of escalations, items which have been approved and specific items connected to strategic risks and strategic direction. The Chair of the Committee will present this report.

An annual report will be produced setting out the Committee's compliance with its terms of reference, performance of its duties and strategic priorities for the next 12 months. This will be informed by an annual self-assessment conducted by the committee, ensuring its work and responsibilities are reflective of the changing environment within which the Committee functions. The Board as Corporate Trustee will receive and approve the annual report.

8. Review

The Committee will continually review the effectiveness, and where appropriate, revise the Committee membership and terms of reference at least annually. Ratification will be by the Board as Corporate Trustee.

9. Ratification:

Updated and reviewed by: Charitable Funds Committee
Date: 12 June 2026

Ratified by: Trust Board
Date: **TBC**

Appendix 2

Meeting title:	Trust Board					
Date of the meeting:	11 September 2026					
Title:	Charitable Funds Committee Annual Report 2025-26					
Report presented by:	Tom Robinson – Non-Executive Director and Charitable Funds Committee Chair					
Report written by:	Gill Belton – Corporate and Committee Services Officer					
Action – this paper is for:	**Decision/Approval**	**x**	**Assurance**		**Update**	
Where this report has been discussed previously	None					

To your knowledge, does the report provide assurance or mitigate any significant risks? If yes, please detail which
This report aligns with the requirements of the Head of Internal Audit Opinion in respect of other Board Committees and provides assurance that effective controls are in place to ensure that the Charitable Funds Committee is undertaking its duties and that the Committee is in compliance with its Trust Board (as Corporate Trustee) approved terms of reference.

Impact assessment
There is no expected impact upon patients or staff.

Acronyms used:
CFC – Charitable Funds Committee
LHC – Leicester Hospitals Charity

<u>Purpose of the Report</u>

The information contained within the report will provide CFC and the Trust Board, as Corporate Trustee, with assurance that CFC meetings have covered all essential areas within its remit, which are also aligned with best practice and its terms of reference. The report covers the period 1 April 2025 to 31 March 2026.

<u>Recommendation</u>

The Trust Board, as Corporate Trustee, is invited to approve the CFC Annual Report 2025/26.

<u>Key Issues, Options and Risks</u>

1. Introduction

The Charitable Funds Committee's terms of reference require that the Committee produce a report on an annual basis, providing an overview of its effectiveness in undertaking its duties and its compliance with its Trust Board (as Corporate Trustee) approved terms of reference.

2. Meeting Attendance

During the period of this report, the Charitable Funds Committee met on 6 occasions. In 2025/26 the Committee membership consisted of 3 Non-Executive Directors and 2 Executive Directors (Chief Nurse, and Director of Estates and Facilities).

Members are required to attend a minimum of 75% of meetings on a rolling 12-month basis. Attendance throughout the period was as follows: -

Voting Members	Role	Possible	Actual	% attendance
T Robinson	Non-Executive Director (Chair)	6	6	100
N Bond	Interim Director of Estates and Facilities *(up including June 2025)*	3	1	33
J Hogg	Chief Nurse	6	4	67
J Houghton	Non-Executive Director	6	5	83
A Moore	Trust Chairman	6	4	67
B Widdowson	Director of Estates and Facilities *(from August 2025)*	3	1	33

In Attendance	Role	Possible	Actual	% attendance
B Cassidy	Director of Corporate and Legal Affairs	6	5	83
E Casteleijn	Director of Communications and Engagement *(from November 2025)*	2	2	100
S Patel	Acting Head of Charity	6	5	83
S Sethi/K Chung/ J Woolley	Charity Finance Team	6	6	100
M Smith	Director of Communications and Engagement *(up to November 2025)*	4	1	25

The Chief Executive and other Non-Executive Directors, also all have a standing invitation to attend CFC.

All the meetings held were quorate, with the exception of June 2025, which was partly quorate. The quorum is 3 members (to include 2 Non-Executive Directors and 1 Executive Director) and this is confirmed at the start of each meeting. CFC provides a written escalation report of its meetings to the Trust Board as Corporate Trustee, to provide assurance and escalate any issues as required.

3. Effectiveness of the Charitable Funds Committee in delivering its Core Functions

This section provides an overview of the core areas where the Committee is expected to operate its statutory function and provides assurances that the Charitable Funds Committee has fulfilled its duties. The position listed below reflects the terms of reference effective from February 2025.

The purpose of the Committee is to provide oversight and management of Leicester Hospitals Charity on behalf of the Board as Corporate Trustee, and to escalate any concerns or issues as appropriate. The Committee will seek and receive assurance on the governance and direction of the Charity and its operation in line with the Charity's objects, the stewardship of the Charity's funds, the management and performance of the Charity, Charity team, and Charity investment manager, and will consider (within its delegated limits) applications received for charitable funding. The Committee will review the annual plan/strategy for the Charity, and the audited annual Charity accounts and annual report ahead of Trust Board approval as Corporate Trustee. The Committee will also satisfy itself as to the adequacy of the arrangements in place for auditing the Charity.

General Composition and establishment		Yes	No
1	Does the Charitable Funds Committee have written terms of reference and have they been approved by the Board as Corporate Trustee?	✓	
2	Are the terms of reference reviewed annually? ** The Terms of Reference have recently been reviewed and are scheduled on the CFC agenda for agreement on 12 June 2026, further to which they will be submitted to the Trust Board for formal approval.*	✓*	
3	Are the outcomes of each meeting and any formal recommendations reported to the next Board meeting?	✓	
4	Does the committee prepare an annual report on its work and performance for the Board?	✓	
5	Has the committee established a work programme for the year? ** This is in progress.*	✓*	
6	Are committee papers distributed in sufficient time for members to give them due consideration?	✓	

The Charitable Funds Committee terms of reference were last reviewed by CFC in December 2024 and subsequently approved by the Trust Board as Corporate Trustee in February 2025. An established plan is in place to review these annually on a rolling basis. The CFC Terms of Reference are currently undergoing annual review and will be presented to the CFC in June 2026, and thereafter the subsequent Trust Board meeting. The annual reporting process will be embedded into the Committee's work programme.

Subject to availability, the agenda and papers are usually circulated 3 days prior to each meeting via the electronic Board portal. In the event of exceptional circumstances, the Committee Chair would be requested to agree to a report relating to an additional agenda item being circulated at short notice.

Specific Duties of the Committee:		Yes	No
1	**Governance**		
	Does the Committee review, monitor and advise the Board as Corporate Trustee re: the following: -		
1.1	the form and nature of the governing document(s) of the Charity (as may be amended from time to time);	Not Applicable currently - superseded by the on-going Charity Review.	
1.2	the measures established by the Committee to ensure that the Trust Board, as Corporate Trustee, is and remains well informed on all matters relating to the Charity;	✓	
1.3	the arrangements to be adopted to ensure that charitable business is conducted by the Charity on a regular and timely basis;	✓	
1.4	the adequacy of the resources available to the Charity to help it maintain a high standard of management and control;	✓	
1.5	the documentation of rules by which the Charity shall be run, under the auspices of the Trust's overall corporate governance arrangements (e.g., Standing Orders, Standing Financial Instructions, and procedural guidelines).	✓	
1.6	the induction procedures established by the Charity for new members of the Trust Board, in its capacity as Corporate Trustee;		X

1.7	the arrangements to be adopted to ensure that adequate procedures are in place to deal with any potential conflicts of interest in the management of the Charity;	✓	
1.8	the measures to be taken to make information about the Charity's affairs widely available.	✓	
2	**Financial Control**		
	Does the Committee keep under review and advise the Trust Board, as Corporate Trustee, as necessary upon: -		
2.1	the arrangements adopted by the Committee to ensure that the Charity's funds are managed securely, economically, and deployed to the best advantage of users and beneficiaries, having due regard to the wishes of donors and the charities objectives;	✓	
2.2	the reliability of financial systems; (in conjunction with the Audit Committee, as appropriate)	✓	
2.3	comprehensive guidance and procedure notes;	✓	
2.4	agreed policies for the use of reserves;	✓	
2.5	forward planning and budgeting;	✓	
2.6	provision of accurate, timely management information to the Committee;	✓	
2.7	management of investments;	✓	
2.8	audit arrangements (in conjunction with the Audit Committee, as appropriate);	✓	
2.9	agreed spending objectives;	✓	
2.10	adequate control of all funds within the Charity.	✓	
3	**Fundraising**		
	Does the Committee keep under review and advise the Trust Board, as Corporate Trustee, as necessary upon: -		
3.1	the development and implementation of the Charity's fundraising strategy;	✓	
3.2	the support and facilitation of initiatives, both within the Charity and the community, to raise charitable funds;	✓	
3.3	the development of criteria for the consideration of proposals for fundraising schemes in accordance with the University Hospitals of Leicester NHS Trust's corporate objectives and clinical priorities;	✓	
3.4	all proposals received for fundraising schemes, which shall be presented to the Committee for consideration, and to make recommendations accordingly to the Trust Board, as Corporate Trustee;	✓	
3.5	the conduct of all approved fundraising appeals at the Trust;	✓	
3.6	the evaluation of different types of fundraising initiatives;	✓	
3.7	the achievement of objectives in respect of individual appeals;	✓	
3.8	the consideration and recommendations to the Trust Board, as Corporate Trustee, on applications for the use of general-purpose charitable funds to establish fundraising appeals;	✓	
3.9	the ongoing monitoring of fundraising contracts with commercial participants.	✓	

4	**Investment Management**		
4.1	Does the Committee appoint, on behalf of the Trust Board as Corporate Trustee, a Charitable Funds Investment Manager for the Charity, who will provide quarterly performance reports to the Committee and attend at least two Committee meetings per financial year?	✓	
4.2	Does the Committee consider an annual independent review of the Investment Manager's performance?		X
4.3	Does the Committee undertake a quarterly review of the performance of both the Investment Manager and the portfolio?	✓	
4.4	Does the Committee consider and advise the Trust Board as Corporate Trustee, re: the desired overarching strategy for the investment of charitable funds?	✓	
5.	**Determination of Funding Applications**		
5.1	Does the Committee consider and decide upon applications for expenditure from charitable funds (including general purpose funds) from a value of £20,000 or more, up to a value of £100,000 under delegated authority. The Trust Board, as Corporate Trustee, reserves the right to approve any applications where: • the proposed expenditure is in excess of 100,000 in any financial year, or • the proposal is for more than one financial year and is in excess of £100,000 cumulative.	✓	
5.2	Does the Committee, in the first instance, consider applications for expenditure from charitable funds (including general purpose funds) of a value of £100,000 or more and shall make recommendations to the Trust Board (as Corporate Trustee) as to whether the applications should be approved or rejected.	✓	
5.3	Does the Committee authorise the Charity's officers to consider and decide upon applications for expenditure from charitable funds (including general purpose funds) up to a value of £20,000. Are all such decisions taken by the Charity's officers reported for information to the next meeting of the Charitable Funds Committee, to enable the Committee to provide oversight of all funding applications approved by the Charity's officers under the scheme of delegation from designated funds or general-purpose funds, where the value is £20,000 or less?	✓	
5.4	Does the Committee ensure that all funding applications have the required support and prior approval of the relevant CMG Clinical Director or Head of Operations or Head of Nursing. In the case of applications with a value of £20,000 or less to the general purposes fund, does the Committee ensure the Executive Directors on the Committee approve it?	✓	
5.5	Does the Committee ensure that all successful applicants provide a written evaluation within twelve months of the start of the project. Any waiver to this requirement will be at the discretion of the Committee? *	✓*	

	* written evaluation for some, but not all, applications have been presented to the Committee and are scheduled into the work programme going forward.		
6.	**General**		
6.1	Does the Committee approve the Charity's Annual Accounts and Annual Report prior to their submission to, and consideration by, the Trust Board as Corporate Trustee for formal adoption.	✓	
6.2	Does the Committee consider general issues relating to the Charity, including guidance issued from time to time by the Charity Commission.	✓	

The overall governance for the Charity is currently being reviewed. Where there is non-compliance above, this will be addressed within the wider governance review.

The Charitable Funds Committee has been confirmed as compliant in respect of 35 out of the 37 specific duties set out above (approximately 95% compliant).

4. Operation of the Committee

A summary of the findings from the 'Committee Effectiveness' self-assessment checklist survey is provided below and supporting additional comments are made on any potential areas of exception.

No	Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Answer	Comments/Action
Theme 1 – composition, establishment and duties							
1	The committee has written terms of reference and they have been approved by the Board.	5	1	0	0	0	
2	The terms of reference are reviewed annually.	5	1	0	0	0	
3	The outcomes of each meeting and any internal control issues are reported to the next Board meeting.	5	1	0	0	0	
4	The committee prepares an annual report on	5	1	0	0	0	

No	Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Answer	Comments/Action
	its work and performance for the Board.						
5	The committee has established a plan of matters to be dealt with across the year.	2	2	0	0	2	*Comments received include:* *I have only been part of the Committee for 6 months and have not seen a plan for the year – this does not mean there isn't one.*
6	Committee papers are distributed in sufficient time for members to give them due consideration.	4	2	0	0	0	
Theme 2 – committee focus							
7	Committee members contribute regularly to the issues discussed.	4	2	0	0	0	
Theme 3 – committee team working							
8	The committee has the right balance of experience, knowledge and skills to fulfil its role.	3	3	0	0	0	*Comments received include:* • *We may wish to consider digital / data skills*
9	The committee ensure that the relevant executive director attends meetings to enable it to understand the reports and information it receives.	4	2	0	0	0	
10	Management fully briefs the	2	3	0	0	1	*Comments received include:*

No	Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Answer	Comments/Action
	committee on key risks and any gaps in control.						• *Probably not relevant to this Committee*
11	The committee environment enables people to express their views, doubts and opinions.	5	0	0	0	1	*Comments received include:* • *Unable to answer – conflict of interest as Chair*
Theme 4 – committee effectiveness							
12	The quality of committee papers received allows committee members to perform their roles effectively.	5	1	0	0	0	
13	Members provide real and genuine challenge – they do not just seek clarification and/or reassurance.	4	2	0	0	0	
14	Debate is allowed to flow and conclusions reached without being cut short or stifled.	5	1	0	0	0	
15	The committee provides a written summary report of its meetings to the Board.	5	1	0	0	0	
Theme 5 – committee engagement							
16	The committee challenges management and other assurance	3	1	0	0	2	*Comments received include:* • *Not sure this is relevant to this Committee*

No	Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Unable to Answer	Comments/Action
	providers to gain a clear understanding of their findings.						
Theme 6 – committee leadership							
17	The committee chair has a positive impact on the performance of the committee.	5	0	0	0	1	*Comments received include:* • *Unable to answer – conflict of interest as Chair* • *Prof Robinson is a strong and fair Chair - encourages debate and balance.*
18	Committee meetings are chaired effectively.	5	0	0	0	1	*Comments received include:* • *Unable to answer – conflict of interest as Chair*
19	The committee chair is visible within the organisation and is considered approachable.	1	4	0	0	2	*Comments received include:* • *Unable to answer – conflict of interest as Chair* • *I think visibility of the Board could be improved – this is not unique to the CFC Committee Chair.*
20	The committee chair allows debate to flow freely and does not assert his/her own view too strongly.	5	0	0	0	0	*Comments received include:* • *Unable to answer – conflict of interest as Chair*
21	The committee chair provides clear and concise information to the Board on committee activities and gaps in control.	4	0	0	0	2	*Comments received include:* • *Unable to answer – conflict of interest as Chair*

5. Conclusion and Recommendations

The Trust Board, as Corporate Trustee, is invited to approve the CFC Annual Report 2025/26.

The Charitable Funds Committee was requested to consider the following recommendations at its meeting held on 12 June 2026 and these have been actioned or remain in progress:

5.1 To review and approve the updated CFC Terms of Reference at its meeting in June 2026, for onward recommendation to the Trust Board;

5.2 To consider how best to meet the following specific duties of the Committee (as referenced above):

Duty 1.6 – Does the Committee review, monitor and advise the Board as Corporate Trustee regarding the induction procedures established by the Charity for new members of the Trust Board in its capacity as Corporate Trustee, and

Duty 4.2 – Does the Committee consider an annual independent review of the Investment Manager's performance.

5.3 To continue work to finalise the CFC annual work programme.