

**Board Meeting in Public
Tuesday, 30 July 2024**

Title of Paper	Trust Fund Committee Report	Agenda No.	5.6.4
Nature of Paper (tick one)	<input checked="" type="checkbox"/> Official <i>(Denotes that report contains information that needs to be protected, but equally, it can be shared where this is appropriate)</i>	<input type="checkbox"/> Official Sensitive <i>(Denotes that the report contains sensitive information and must be shared on a 'need to know' basis only)</i>	
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Non-Executive Director Sponsor	Penny McIntyre, Trust Fund Committee Chair		
Presented for (tick all that applies)	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Assurance	<input checked="" type="checkbox"/> Information* <input type="checkbox"/> Update	
Executive Summary (max 300 word count)			
This report is submitted to the Board to draw attention to the main items discussed at Trust Fund Committee meeting on Monday 15 July 2024.			
Previously Considered by			
NA			
Recommendation <i>Complying with Notes i and ii</i>	The Board is asked to note the report.		
Risk(s) identified (Link to Board Assurance Framework Risks)			
As detailed within the report			
Strategic Objective(s) this paper relates to: [Click on all that apply]			
<input checked="" type="checkbox"/> Collaborate with partners <input type="checkbox"/> Invest in people and culture <input checked="" type="checkbox"/> Drive innovation <input type="checkbox"/> Modernise our operations <input type="checkbox"/> Grow and diversify our donor base			
Appendices:			

1. Introduction

This report is submitted to the Board to draw attention to the main items discussed at Trust Fund Committee meeting on 15 July 2024.

2. 2023/24 Q4 Finance Update

The Finance update at the end of Q4 2023-24 was presented to the TFC. The year had been a quiet one for the Trust Fund as there had not been new R&D grant during the year. The only new event was the commencement of the Charities Together Professional Nurse Advocate grant. Other than this grant, there has been spending against grants that were already approved in a small way.

The Trust Fund received an unsolicited and unrestricted donated income of £45.4k during the year.

The £1,000 donation that was received by cheque, with a request from the donor's family that it should be used for the Organ and Tissue Donation Team Yorkshire, to purchase organ donor memory boxes was approved as required by the Trust Fund Scheme of Delegation.

With respect to Research and Development Grants, as at 31 March 2024 the Charity had commitments of £50.3k relating to research projects already approved. One of these, *TF070 A feasibility trial comparing restrictive versus liberal red cell transfusion strategies in stable children*, had requested a no cost extension to the end of December 2024, and the Committee was asked to consider approving the request. The request of the no cost extension to one of the R&D grants was approved.

3. R&D Annual Report

The R &D Annual Report was received by the Committee. A major highlight in the report was the recommendation to support the request for no cost extension to enable the completion of the projects, in the report. The Committee noted the recommendation and supported the request.

4. Trust Deed

It was requested at the March Trust Fund Committee meeting that clarification should be sought from the Charity Commission as to the charitable objectives of the Trust Fund. Copies of the Trust Deed, and subsequent Deed of Variation, were obtained from the Charity Commission. The Trust Deed dates from 1997, when the National Blood Authority first established the charity. The Deed of Variation dates from 2005 and updated the deed in light of the merger of the National Blood Authority and UK Transplant to form NHSBT. There had been no changes since then.

The Trust Deed sets out that the Objects of the Trust Fund are as follows:

The trustees shall hold the trust fund upon trust to apply the income, and at their discretion, so far as may be permissible, the capital, for any charitable purpose or purposes relating to the National Health Service wholly or mainly for the services provided by NHS Blood and Transplant.

The only notable restrictions set out in the deed are that the Trust Fund cannot undertake trading activities, and should not make hazardous investments, in particular through the acquisition of futures or traded options.

The Committee noted the objective and agreed that the forward plan shall be updated and reviewed annually. It was also agreed that the Trust Deed shall be put in key documents for induction and standing information.

5. New Grant Proposal

A research proposal titled Enhancing Blood Transfusion Supply Chain Efficiency through Economic Analyses: A Comprehensive Cost and Efficiency Analysis (EBT-SCENE) was presented with the recommendation for approval. The reason it was chosen to be submitted to the Trust Fund is that its value was close to the £95k that had been budgeted for R&D. The project itself should take about 12 months or a little longer. Statistical analysis would happen early 2025 followed by the economic analysis March 2025. The total budget request for the proposal was £97,749.72.

The project had been commended as a good and helpful one in terms of data analysis. It was recommended that the project should feed into *Donor for Print Project* as it kicks off soon. The sooner results are seen from work the better.

Trust Fund Committee was assured that progress will be reported to the Clinical Services SMT and Trust Fund Committee.

The proposal and the requested amount were approved by the Trust Fund Committee.

6. Agreement of Annual Budget

The 2024/25 budget was presented to the Trust Fund Committee for approval.

The Committee was informed that within the constraints of where the Trust Fund is currently, most of the budget was allocated to staff welfare and R&D projects including the £95k approved. The Charities Together health and wellbeing grant was included in the budget. If all that is within the budget was delivered there would be £34k left at the end of the year.

The presented budget was conservative without assuming any donations because it was not known when donations will be received.

The Committee reviewed and approved the draft Cash and Income and Expenditure budgets for 2024-25.

7. Committee Terms of Reference

The Terms of Reference for all Board Committees are being reviewed to bring them into a consistent format and to ensure that key sections are included in line with best practice. The review also addresses recommendations from the Corporate Governance Internal Audit and the points raised in the effectiveness reviews.

The Committee recommended the reviewed ToR to the Board for formal approval subject to the agreed amendments.

8. Committee Forward Plan and arrangement of Meetings.

The Forward Plan was considered by the Trust Fund Committee and approved, subject to:

- Inclusion of regular updates on driving fundraising forward.
- The timing of the annual report on applications to be reviewed.

The Appendix in the Finance Report sets out current projects and is to be built on to set out dates for future updates to the Committee.

9. Trust Fund Committee Effectiveness Review

The Trust Fund Committee Effectiveness Review was presented for review and approval.

The Committee discussed the training and development needs for new and existing members. It was agreed that it would be beneficial for all members to complete The Charity Commission's training for trustees.

The skills and experience relevant for the Committee was discussed and it was noted that there was generally a good coverage of governance and finance expertise, but that clinical/medical/scientific experience was missing from membership. The membership of the Committee would include someone with experience in these areas.

It was noted that R&D governance crossed separate areas therefore there was no one clear management attendee, there was proposal to consider who is relevant to the meeting content for each meeting, or cover this at future meetings.

It was noted that the R&D Research group will report into ET in the near future. This content may be relevant for the Trust Fund although the remit is wider as all grants are considered not just those which receive Trust Fund funding.

The Committee approved the actions plan and agreed that Charity Commission Training be added to the plan.