

**Board Meeting in Public**  
Tuesday, 01 April 2025

<b>Title of Report</b>	Trust Fund Committee Report	<b>Agenda No.</b>	5.3.2
<b>Nature of Report</b>	<input checked="" type="checkbox"/> Official	<input type="checkbox"/> Official Sensitive	
<b>Author(s)</b>	Omolola Majolagbe, Corporate Governance Officer		
<b>Lead Executive</b>	Carl Vincent, Chief Financial Officer		
<b>Non-Executive Director Sponsor</b>	Penny McIntyre, Trust Fund Committee Chair		
<b>Presenter(s) at Meeting</b>	Penny McIntyre, Trust Fund Committee Chair		
<b>Presented for</b>	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Assurance <input type="checkbox"/> Update		
<b>Executive Summary (max 300 word count)</b>			
This report is submitted to the Board to draw attention to the main items discussed at Trust Fund Committee meeting held on Monday 3 March 2025.			
<b>Previously Considered by</b>			
NA			
<b>Recommendation</b>	The Board is asked to note the report.		
<b>Risk(s) identified (Link to Board Assurance Framework Risks)</b>			
<b>Strategic Objective(s) this paper relates to: [Click on all that applies]</b>			
<input type="checkbox"/> Collaborate with partners <input type="checkbox"/> Invest in people and culture <input type="checkbox"/> Drive innovation <input type="checkbox"/> Modernise our operations <input type="checkbox"/> Grow and diversify our donor base			
<b>Appendices:</b>	None		

## 1. Introduction

This report is submitted to the Board to draw attention to the main items discussed at the Trust Fund Committee meeting held on 3 March 2025.

## 2. Quarterly Financial Report

The Committee received the quarter three financial report and were informed that unrestricted funds (available to spend) at 31 December 2024 were £106.1k.

The Trust Fund had received £69k in unrestricted donations, £25k of restricted income and £11k of interest, during the financial year to date. Cash expenditure for the same period was £77k. As at the end of quarter three the Trust Fund balance included £106k of available funds.

The Committee were informed that applications for Gift Aid and a Just Giving account had been submitted.

## 3. Recharging Administration Costs Proposal

The Committee received a proposal to commence re-charging the Trust Fund for administration services provided by NHSBT. The proposal ensures compliance with the Healthcare Financial Management Association's best practice guidance, which recommends that NHS bodies recharge their charity for staff or services provided. NHSBT have no authority to make donations to charities so the expenditure would be ultra vires. Due to previous consideration of the Executive Team in relation to this, it was agreed that the Executive team should reconsider.

A view on this proposal would be sought from the Executive.

## 4. Driving Fundraising Forward Update

The Committee received a report outlining the elements of focus for the strategic plan to advance the NHSBT Charity. The three key areas of focus for 2025-26 were described as, enhancing governance and compliance, building the baseline and developing a charity strategy, and launching the charity and kickstarting fundraising.

## 5. Funding Opportunities Update

The Committee were informed that a recent funding call had resulted in 29 applications, all of which had been reviewed and scored by external experts.

A request for £94k was made to fund one of the research proposals: *Evaluating the impact of introducing organ preservation device perfusion technology for cardiac transplantation in England*. Committee members sought further information regarding the timeline for the funding decision before approving or otherwise.

## 6. Royal Devon and Exeter Hospital Restricted Legacy Funds

Members of the Trust Fund Committee received a report in December 2024 describing the plans for utilisation of the restricted fund and had requested further information and assurance. Therefore, a representative from the Regional Organ Donation Team attended to provide further information and assurance regarding the proposed schemes, which resulted in Committee members confirming their support for the schemes identified.

## 7. Reserves Policy Review

Committee members approved an uplift in Trust Fund reserves policy to reflect increased running costs and plans to grow the Trust Fund.

## 8. Trust Fund Procedure notes and Guidance Review

The revised Procedure notes and Guidance were approved by Committee members. Updates to the guidance reflected the appointment of the Head of Charity role and plans to grow the Trust Fund.