

**Minutes of a meeting of the Charitable Trust Funds Committee held
on Monday, 22nd June 2026 at 8.30 a.m.**

PRESENT

Mrs M. Corkey, Non-Executive Director/Committee Chair
Mr R. Lynas, Non-Executive Director
Mrs G. Browne, Non-Executive Director

IN ATTENDANCE

Mrs C. Marks, Executive Director of Finance, Procurement and Estates
Mrs A. Rutherford, Assistant Director of Financial Services
Ms L. Esler, Charitable Trust Funds Manager
Mrs F. Jones, Corporate Financial Accountant
Ms J. McFarland, Communications Team Representative
Mr D. McClements, Director of Surgery and clinical services
Mr C. McCafferty, Deputy Chief Executive, Director of CYPWS &
Executive Director of Social Work (item 8)
Ms R. Marks (item 8 to end of meeting)
Mr S. Wallace, Head of Office
Mrs R Montgomery, Senior Project Manager (minutes)
Mr M Lee, Financial Governance Manager

APOLOGIES

Mrs V. Toal, Director of Human Resources and Organisational
Development
Mrs J McGall, Director Mental Health and Disability Services

1. CHAIR'S WELCOME

The Chair welcomed members to the meeting and extended a particular welcome to Ms J McFarland in her new role within communications. The Chair noted the importance of strengthening communications and public awareness of the Charitable Trust Funds and expressed optimism that this would now progress more effectively.

Apologies were recorded as noted.

2. DECLARATION OF INTERESTS

Mrs Corkey asked members to declare any potential conflicts of interests in relation to items on the agenda. None were received and the business of the meeting proceeded.

3. CHAIR'S BUSINESS

No Chairs business was noted

4. MINUTES OF MEETING HELD ON 30TH MARCH 2026

The minutes of the meeting on 30th March 2026 were agreed as an accurate representation of the meeting.

5. MATTERS ARISING

The Committee reviewed a number of outstanding actions:

- **Website Traffic and Communications**

Initial analytics had been reviewed, providing a baseline position. While engagement levels were currently low, members noted that this provided a useful starting point for measuring improvement. It was agreed that future updates should include simple, visual summaries to support tracking of engagement trends over time.

- **CTF Video**

An updated version of the promotional video is now complete. Members discussed next steps and agreed that the video should be circulated for final review. It was proposed that members would have two weeks to provide feedback, after which, in the absence of any significant concerns, the video would be approved for release.

Discussion also highlighted opportunities to maximise reach, including use across social media and internal Trust platforms, with

particular emphasis on using subtitles to allow playback on public screens.

- **Trust Comparison Work**

Limited responses had been received from other Trusts to date. The Committee noted that further work is required and agreed that a fuller update would be brought to the October meeting.

- **Corporate Governance Procedures**

Updates to policy documentation remain in progress and are scheduled for consideration at a future meeting.

6. DRAFT ANNUAL REPORT AND ACCOUNTS OF THE CHARITABLE TRUST FUNDS FOR THE YEAR ENDED 31 MARCH 2026

Mrs C Marks presented the draft Annual Report and Accounts, noting that these would also be considered by ARAC later the same day.

She outlined the key financial highlights, including income of £563k, reflecting an increase from the previous year, with continued growth in donations and legacy income. Investment performance remained strong, with market value now significantly exceeding historical cost of investments.

Mrs Marks placed on record the Trust's appreciation for the generosity of donors and emphasised the importance of maintaining public confidence in how funds are managed and utilised.

Members welcomed the overall position, noting particularly the continued increase in donations despite wider economic pressures, the growth in investment value and the positive position in terms of fund utilisation.

The Committee also reflected that increased awareness of the Trust funds is beginning to generate greater interest from both staff and the public. Members emphasised the importance of building on this momentum through improved communication and visibility of impact.

The report was noted for information.

7. DRAFT REPORT TO THOSE CHARGED WITH GOVERNANCE – CHARITABLE TRUST FUNDS

Mrs A Rutherford presented the audit findings, confirming that an unqualified audit opinion had been recommended for the Charitable Trust Funds. She advised that no issues had been identified in relation to internal controls.

Members sought clarification regarding an unadjusted audit difference referenced in the report. Mrs Rutherford explained that this related to a non-material timing issue associated with capital expenditure and confirmed that it did not require adjustment to the accounts. She further advised that the issue had been reviewed and was considered to be an isolated occurrence rather than indicative of a wider control weakness.

The Committee was satisfied with the explanation provided and noted the report for information.

8. CONSIDERATION OF ANNUAL DIRECTORATE PROPOSALS FOR SPEND FOR THE INCOMING FINANCIAL YEAR 2026/27

Mr D McClements presented proposals from Surgical and Clinical Services, focusing on the introduction of robotic assisted surgery. He outlined the strategic context, noting that other Trusts had already progressed this development and that there is a growing expectation among clinicians that such technology will be available. He highlighted potential benefits in terms of improved patient outcomes, reduced length of stay, and enhanced recruitment and retention of staff.

Members considered the proposal in detail, acknowledging both its strategic importance and the significant capital cost involved. Mrs C Marks suggested that a phased approach should be adopted, focusing initially on the procurement of a single system, with a view to further development in the future. This approach was supported by members. The Committee also discussed the importance of ensuring that ongoing revenue and maintenance costs would be managed within directorate budgets and would not rely on charitable funding.

The potential for communications activity to support fundraising and awareness was also noted, with members recognising that high-profile initiatives such as this may help to generate additional public interest in the Charitable Trust Funds.

An update was also provided for MUSC, where it was noted that no formal proposals had been developed at this stage due to the pending appointment of a substantive Director. Work already in progress,

including developments such as bereavement facilities, will continue in the interim.

Mr C McCafferty outlined proposals within Children and Young People's Services, including enhancements to parental accommodation within neonatal services, continued development of Bluebell House, and investment in training equipment. Members welcomed the strong focus on improving patient and family experience.

Updates were also provided for Adult Community Services, where planned investments include expansion of point-of-care testing, improvements to facilities within residential settings, and staff training. Members noted that these proposals align well with the objective of supporting care closer to home and improving patient experience.

Overall, the Committee welcomed the range of proposals and was encouraged by the increasing emphasis on direct patient benefit.

9. UPDATE ON STAFF SUPPORT FUND

Mrs C Marks provided an update on the Staff Support Fund on behalf of colleagues. She advised that the design stage has now been completed and that the project is progressing to tender. Preparatory work, including mechanical, electrical, and structural considerations, has been undertaken and a number of specifications have been refined to ensure delivery within available funding.

Members were advised that works are expected to commence following the summer period, with completion anticipated within the current financial year. The Committee welcomed the progress made and noted the importance of maintaining momentum to ensure delivery.

10. DRAFT ANNUAL REPORT ON THE CTF COMMITTEE 2026

The Chair presented the draft Annual Report of the Committee and noted that it reflected a positive year of activity, with continued progress in governance, financial stewardship, and utilisation of funds. Members expressed their satisfaction with the report and welcomed the clear direction for future development.

CTF COMMITTEE ANNUAL REPORT WAS APPROVED

11. DRAFT CTF MEETING DATES AND TIMES 2027

The Committee reviewed proposed meeting dates for 2027 and noted that adjustments would be required to avoid scheduling conflicts. It was agreed that dates would be revised accordingly. Members also noted that additional workshops and training sessions would be required later in the year, particularly in preparation for Charity Commission registration and associated changes to procedures.

COMMITTEE DATES FOR 2027 APPROVED SUBJECT TO AMMENDMENT OF JANUARY DATE

12. CORPORATE RISK REGISTER

The Committee noted that there were no significant changes to the Corporate Risk Register relevant to the Charitable Trust Funds at this time.

13. ITEMS FOR TRUST BOARD ESCALATION

The Committee considered whether any matters arising from the meeting required escalation to the Trust Board. While recognising the positive developments and strategic discussions, members agreed that there were no issues requiring formal escalation at this stage. The Committee was satisfied that all relevant matters would be appropriately reported through routine channels.

14. ANY OTHER BUSINESS

Ms L Esler presented the workplan for the year ahead, outlining a number of key priorities, including development of a SharePoint portal to support the application process, increased focus on communications and awareness, preparation for Charity Commission registration, and ongoing work to maximise utilisation of available funds.

Members welcomed the workplan and noted the importance of continuing to build awareness among staff and the public, as well as ensuring that funding opportunities are accessible and clearly understood.

In closing, the Chair thanked members for their engagement and contributions throughout the meeting. She reflected on the positive progress made over the past year and noted that the Committee is operating from a strong position in terms of governance, financial management, and strategic direction.

She emphasised the importance of maintaining momentum, particularly in strengthening communications, increasing utilisation of funds, and ensuring that investment decisions continue to deliver meaningful benefit to patients and service users. The Chair concluded by expressing confidence in the continued development of the Charitable Trust Funds.

The meeting concluded at 09.40 a.m.