

<b>Charitable Funds Committee</b>	
Date of meeting:	14 <sup>th</sup> May 2020
Attendees:	Mr W Zaffar, Non-Executive Director & Chair Mr T Lewis, Chief Executive Mrs D McLannahan, Chief Finance Officer Mr R Samuda, Trust Chair Mrs P Gardner, Chief Nurse Ms R Wilkin, Director of Communications Mr J Shah, Head of Trust Charity Mr C Higgins, Associate Director of Finance Rajinder Biran, Assoc Director of Corp Governance
Key points of discussion relevant to the Board:	<ul style="list-style-type: none"> <li>• Timetable for charity annual report &amp; accounts publication</li> <li>• Revised cash flow forecast (including Midland Met fundraising)</li> <li>• NHS Charities Together grants – spend plan proposal</li> <li>• Midland Metropolitan University fundraising campaign progress</li> </ul>
Positive highlights of note:	<ul style="list-style-type: none"> <li>• Midland Met fundraising campaign pledges received to date.</li> <li>• Significant donations received to the charity during the COVID-19 pandemic</li> </ul>
Matters of concern or key risks to escalate to the Board:	<ul style="list-style-type: none"> <li>• Charity income and expenditure (including Midland Met campaign) and cash flow to set out milestone with decisions should income be below target</li> </ul>
Matters presented for information or noting:	<ul style="list-style-type: none"> <li>• Grants pipeline</li> <li>• Asset base review</li> </ul>
Decisions made:	<ul style="list-style-type: none"> <li>• Take the draft annual report and accounts to the August Trust Board and publish in September 2020.</li> <li>• Consider relaunch of MMUH fundraising campaign in September 2020.</li> </ul>
Actions agreed:	<ul style="list-style-type: none"> <li>• Timetable for the charity annual report and accounts production</li> <li>• Approval of authority to act for the charity's new investment manager, Brewin Dolphin</li> <li>• Agree spend plan of COVID-19 donations with Chief Executive</li> </ul>

**Waseem Zaffar, Trust Chair**  
**Chair of the Charitable Funds Committee**  
**For the meeting of the Trust Board scheduled for 4<sup>th</sup> June 2020**