

**TRUST BOARD
SUBMISSION TEMPLATE**

MEETING	Trust Board	Ref No. 7.4
DIRECTOR	Finance	Date
<ul style="list-style-type: none"> • Criteria for Task & Finish Group for DOH £3m Donation 		
Purpose	<ul style="list-style-type: none"> • <i>To agree the Assessment Criteria for the Task and Finish Group to use when considering applications</i> 	
Corporate Objective	<ul style="list-style-type: none"> • Safety Quality & Experience, • Service Delivery, • People & Culture • Resources, 	
Key areas for consideration	<ul style="list-style-type: none"> • To adhere to Charities Legislation and BHSCT established charitable purposes. • To ensure we use a consistent method for assessing applications for use of the funds and that the criteria is aligned to DoH guidelines on the use of the donation. 	
Recommendations	<ul style="list-style-type: none"> • <i>Approve</i> 	



£3m DoH Charitable Donation Task & Finish Group Assessment Criteria for Grants

**Charitable
Trust Funds**



October 2021

Contents

	Page
Background	3
Roles and Responsibility of the Group	4
Assessment Criteria	4

BACKGROUND

In March 2021 the Department of Health made a Charitable Donation of £3m to each of the five main HSC Trusts. The donation was made with the following guidance:

Whilst not specified, it was clear that the Minister would like this to be aimed at supporting staff and the £3m was to be further split £2m for general support and £1m for support to nursing.

The BHSCT Charitable Funds Advisory Committee (CFAC) which is a sub-committee of the Trust Board (Trustees of the BHSCT Charity) directed that a Task & Finish Group be established to consider how the donation could be used to greatest effect, in line with both Minister's wishes and the established Charitable Purpose of the BHSCT Charitable Trust Funds.

The Task & Finish Group is authorised to seek advice from whatever source it deems to be appropriate in order to fulfil its function.

ROLES AND RESPONSIBILITIES OF THE GROUP

The members of the group have the following responsibilities:-

- Oversee the application of this charitable donation in line with the Trust's Standing Financial Instructions, Departmental guidance and legislation
- Ensure that the charitable donation is utilised in line with the Charitable Purposes of BHSCT Charitable Trust Funds which are:-
 - For the advancement of health or saving lives
 - For the advancement of education
- Discuss and influence decisions based on experiences, current issues and operational needs of the HSC
- Agree criteria for approvals to spend the charitable donation and assess potential applications in line with the agreed criteria
- Assess the strategic implications of decisions – focusing on the strategic direction of the Trust and on the business-wide implications
- Raise any areas of query, operational challenge or associated risks
- Communication and feedback within the Trust – this is a critical role to ensure that decision making within the group is balanced and reflective of the needs of all our staff in helping them carry out their work

- Ensure that spending decisions are subject to the established scheme of delegated authority in relation to Charitable Funds
- To review group membership as required

ASSESSMENT CRITERIA

In assessing potential applications for approval of a grant from this fund, the committee will use the following criteria:-

1. The Public Benefit Test

All charitable expenditure should ultimately be for patient benefit. Such benefit may take the form of improved clinical services and outcomes, or enhanced patient experience.

2. The Additionality Test

Charitable expenditure should enhance NHS services. Charitable funds should not be used to provide equipment, fund salary costs or other items without which a department could not continue to function, or items that would usually be considered core NHS expenditure.

3. The Public Perception

When considering its use of funds, a person should ask him or herself: “Would someone who puts a pound in a collection bucket be happy for it to be spent in this way? “ “Would you be proud to tell a donor about this expenditure?”

4. Is it within our established Charitable Purposes?

- For the advancement of health or saving lives
- For the advancement of education

5. Is it within the defined purpose of the specific funding as outlined by DoH?

- To be aimed at supporting staff and the £3m to be further split £2m for general support and £1m for support to nursing.

6. Is it aligned with one or more of the key findings from our staff survey?:-

- Staff shortages
- Support for staff in their job
- Visible & effective leadership

- Staff recognition
- Psychological safety
- Physical staff support (improving facilities/rest areas)