

**REPORT TO THE TRUST BOARD IN PUBLIC
25 MARCH 2021**

Title	ELFT Charity Committee 12 May 2021 – Committee Chair’s Report
Committee Chair	Aamir Ahmad, Non-Executive Director and Chair of ELFT Charity Committee
Author	Forhad Ahmed, Programme Manager (ELFT Charity)

Purpose of the report

To bring to the Board’s attention key issues and assurances discussed at the ELFT Charity Committee meetings held on 12 May 2021

Issues to be brought to Board’s attention

12 May 2021

The Committee considered a range of items including the Terms of Reference for the committee, Constitution of the new ELFT Charity, Consolidation of funds in Barts Charity, Resources required to manage the new Charity and process for Applying for Grants.

• **Terms of Reference of ELFT Charity Committee**

Aamir opened the discussion for reviewing the proposed Terms of Reference for the committee:

- The committee suggested clarity on responsibilities and accountabilities, and ensure the committee is legally responsible with all investments.
- It was confirmed that this Committee is a Board sub-Committee and the body that is running the charity. The Committee will operate in a similar way to a Board of Trustees, although legally there is one Trustee and that is ELFT itself.
- It was suggested to expand the membership to include the Chair of the Trust-wide Working Together Group to ensure service user representation
- It was suggested to increase the quorum number to three to align with Trustee bodies. This will be agreed and finalised in discussion with the legal team.
- A sub-committee will meet monthly to ensure operationally deliver on the activities.
- The committee Noted the Terms of reference

• **Charity Constitution**

Jonathan Brindsen from BDB Pitmans (Legal Team) talked through the proposed Constitution and the explanatory commentary, highlighting:

- This Committee is a standing committee of the ELFT. The Board of the Trust has delegated to this Committee the running of the charity on its behalf. The Trust operates through the Board
- This Committee is not, therefore, a Committee of the charity and that is an important distinction. The legal team will look at whether the Constitution could be amended to make this clear distinction
- The legal team clarified the relationship between the Trust and the Charity and will ensure any roles or responsibilities carried out by Trust employees for the Charity is clearly indicated.
- Additionally, the model of the Trust as Sole Trustee had been considered by many other charities who have adopted this model and are attracting funding.
- The constitution will need to be clear that the money is for charitable purpose and not for the NHS.
- The objectives will be widened to include other aspect of social care, prevention, and wellbeing. Mohit and Jonathan to review these objects and present this to the committee
- It was agreed the Charity name will be ELFT Charity, and the word ‘Fund’ will be removed
- A redraft of the constitution will be circulated before the next committee meeting

- **Consolidation of Funds:** Mohit Venkataram reported that Forhad Ahmed had made good progress with the consolidation of funds, reducing over 100 funds down to only 3. The Charity Commission has not heard of any dissidence from anyone
- **ELFT Charity – Resources**
Steve presented the paper on the resources required, Highlighting:
 - Meeting with Barts Charity highlighted key challenges and resources needed to set systems and processes for a new charity.
 - The paper indicated the extent to which the support will be required to manage and oversee the functions to run the charity
 - The key discussions were the cost for running the Charity is too high for a fund of £1million.
 - The cost is to be reviewed again and approach Barts Charity to consider an option of managing the Administrative aspects.
 - The committee agreed the fundraising role is to be agreed and to start this process.
- **Grant Funding**
Mohit summarised that this is a starting point for the charity. It essentially suggests two processes – one for under £5k and one for over.
 - The funds are aligned to the priority areas, agreed initially with the Board.
 - The committee decided to replace the priority of Improving Housing with Improving Digital Access as this is more achievable and in high demand at present. The other two priorities are Improving Social Networks and Improving Employment Prospects

Previous Minutes: No previous minutes, as this is the first meeting of ELFT Charity Committee