



Charitable Funds Committee Programme of Work

Month	Charitable Funds Meetings	Charitable Funds Work – outside of meeting
January	Review Financial Report on Charitable Trust Funds for the period up to 31 December Discuss items for the Annual Report Standing Agenda item - Update on Common Investment Fund meetings Internal Audit Reports on CTF (if relevant) Review Committee's Terms of Reference / Programme of Work Review Committee's effectiveness	
February		Report to Trust Board Meeting (ref January meeting) Setting and approval of budgets for incoming year
March		
April		Comment and input to the draft Governance Statement
May		Review of the draft accounts (Public/CTF combined) Setting and approval of budgets for incoming year
June	One item agenda meeting held to approve the draft CTF Accounts prior to presentation to the Audit Committee Receive the draft Report to those Charged with Governance (RTTCWG)	
July		
August		
September	Approve schedule of dates for meetings for incoming year Review Financial Report on Charitable Trust Funds for the period up to 31 August Standing Agenda item - Update on Common Investment Fund meetings Internal Audit Reports on CTF (if relevant) Receive the final Report to those Charged with Governance (RTTCWG)	Report to the Trust Board meeting – ref September Meeting) Comment and input to the Mid-year Assurance Statement
October		
November		
December		