











GIFT AID - Budget, Timelines & Milestones	Outcome	Lead	Overall status
	Increasing value of donations with option of Gift Aid across HH, Highgate Wood and Queen's Park	Katie Lawman (NE)	

Date of Report: 19 October 2022	Phase: Detailed Design
--	-------------------------------

Highlights	Next Steps	<table border="1"> <thead> <tr> <th>Metrics</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Budget</td> <td></td> </tr> <tr> <td>Schedule</td> <td></td> </tr> <tr> <td>Risk</td> <td></td> </tr> </tbody> </table>	Metrics	Status	Budget		Schedule		Risk	
Metrics	Status									
Budget										
Schedule										
Risk										
<ul style="list-style-type: none"> Individual charity accounts have been set up with Lloyds bank. Registration Submitted – 26th September Documents sent to HMRC – 14th October <p>Looking ahead:</p> <ul style="list-style-type: none"> Expected 6 weeks for Charities Bank accounts to be registered. We are now waiting on email confirmation. Confirmation from procurement regarding a 3rd party to reduce administrative workload on CoL employees. Reviewing 3rd party possibilities – agreed JustGiving is the preferred 3rd party – liaison to take place between Coms and IT to ensure donation page is accessible via the CoL website. 	Approval / Implementation in line with incoming tax year.									

Risks and Issues	Reasons for RAG Status
<p>Key Risks</p> <ol style="list-style-type: none"> Schedule – Delays from HMRC. 	<ol style="list-style-type: none"> Project is within planned timescales and budget. Plans are in place to mitigate the current risks, including time allowances for schedule delays.