

SHETLAND NHS BOARD

Minutes of a meeting of the Endowment Committee of Shetland NHS Board held on Tuesday 15th October 2019 at 1045 in the Bressay Room, Montfield, Lerwick.

TRUSTEES PRESENT

Mr Malcolm Bell
Mr Colin Marsland
Mrs Kathleen Carolan
Mrs Natasha Cornick, Chair
Mr Gary Robinson
Miss Edna Mary Watson
Mrs Jane Haswell
Mr Simon Bokor-Ingram
Mr Lincoln Carroll
Ms Susan Webb (from item 5).

IN ATTENDANCE

Mrs Jenna Laurenson, Minute Taker

1. APOLOGIES FOR ABSENCE

Apologies were received from Miss Shona Manson, Ms Lisa Ward, Mrs Lorraine Hall, Mr Ian Sandilands and Mr Brian Chittick.

2. DRAFT MINUTES OF MEETING HELD ON 22ND MAY 2019 – END 19/11

Mr Marsland highlighted that the trustees present should not have titles except for the Chair and Vice Chair.

3. MATTERS ARISING

There were no matters arising.

4. ACTION TRACKER – END 19/12

Action 25 – To be removed.

Actions 33 & 36 require Ms Lisa Ward's input.

Action 39 – The executive lead is Mr Ralph Roberts. This action will be assigned to Mr Simon Bokor-Ingram who will then consider whether it needs reassigned.

Action 40 – No update. Mr Marsland is to find the address for this.

There will be an update on this for the February meeting.

Action 41 – Insurance in place. This action will be removed.

Actions 42 & 43 require Ms Lisa Ward's input.

Action 48 – Complete, to be removed.

5. ENDOWMENT FUND FINANCIAL REPORT: QUARTER 1 2019/20

Mr Marsland informed the Committee that the fund had increased primarily due to MRI campaign and that there were no material changes.

Mr Robinson queried whether the fund interest was being attributed back to the MRI Scanner Appeal's money. Mr Marsland replied that the interest was less than 1% and the only way to increase it would be to invest, which the Committee had decided not to.

Mr Robinson asked if the Fund Management Strategy was overdue review. Mr Marsland replied that there is currently a review underway and it would be best to postpone any review until after that. Mr Robinson suggested that the Non-Executive Directors should be trustees but the Health Board Chair should not be a trustee due to a perceived conflict of interest.

Mr Robinson queried whether the Endowment Fund could piggyback on to the Shetland Charitable Trust.

Mrs Jane Haswell asked whether the Fundraising Manager would be paid out of the Endowment Fund monies or the MRI Scanner Appeal monies. Mr Bokor-Ingram confirmed that Mr Derek Hart would be paid out of the Endowment funds.

6. ENDOWMENTS SCHEME OF DELEGATION

Mr Marsland explained that the only addition was the Fundraising Manager's Post and asked the Committee to approve this.

Mrs Cornick queried why Mr Hart would authorise up to £1,000 of Endowment Funds.

Mr Robinson replied that Mr Hart had previously explained that it would be useful to have funds to use as leverage which could possibly secure funds for the Endowment Fund, not the MRI Scanner Appeal.

Mr Marsland also advised the committee that the budget previously set aside for the MRI campaign by the Trustees technically sits in the General Fund and will allow Mr Hart to approve commitments against that budget.

The Committee approved the addition to the Scheme of Delegation.

7. MRI SCANNER APPEAL UPDATE

Mr Marsland informed the Committee that Mr Derek Hart had been appointed as Fundraising Manager with a start date of 28/10/2019. He added that Mr Hart will be tasked with reviewing the Shetland Charitable Trust Grant Bid. Mr Hart will also be looking at potential Go Fund Me campaigns similar to the Bordanoost Lodge raffle, and Northlink raffle, as means of generating income.

Mr Marsland confirmed that the total money raised was currently at 27% which is £1.2 million short of the target £1.65 million. He commented that the Volunteer Steering Group has been active and that public engagement had been good. Mr Marsland also added that Mr Hart would be sighted on grants, including reviewing the grant report produced by Emma Goodlad.

The Committee then discussed the work Emma Goodlad had been undertaking and, as Mr Hart has a background in grant bidding, when the most suitable time for her to step down would be. It was agreed that Mr Marsland would inform Emma that a handover would be required with Mr Hart but that her services would no longer be required from the end of October.

8. A.O.C.B

Mr Marsland informed the Committee that this would be the last time that Mrs Jenna Laurenson would be attending the committee as moving on to a new job. On behalf of the committee MR Marsland proposed the Committee thanked Mrs Laurenson for her support to the Committee and work undertaken in respect of the MRI Scanner appeal. Mrs Cornick seconded the proposal and added her thanks.