

# SHETLAND NHS BOARD

## Minutes of the special meeting of the Endowment Committee of Shetland NHS Board held virtually on Friday 29 May 2020 at 3.20pm

### TRUSTEES PRESENT

Malcolm Bell  
 Colin Campbell  
 Kathleen Carolan (till 4.00pm)  
 Lincoln Carroll (Chair)  
 Brian Chittck  
 Michael Dickson  
 Jane Haswell  
 Shona Manson (till 4.20pm)  
 Colin Marsland  
 Gary Robinson (till 4.00pm)  
 Ian Sandilands  
 Edna Mary Watson

### IN ATTENDANCE

Derek Hart, Fundraising Manager  
 Pauline Moncrieff, Minute Taker

### 1. APOLOGIES FOR ABSENCE

Apologies were received from Natasha Cornick and Lorraine Hall.

### 2. MINUTES OF THE MEETING FROM 1 MAY 2020

The minutes of the previous meeting on 1 May 2020 were approved as an accurate record.

### 3. UPDATE ON MATTERS ARISING AND NHS CHARITIES TOGETHER

Mr Marsland reported that £118M had been raised to date and a body had been set up to review the governance structure put in place for Stage 2 and 3 of the grant process. Member organisations will be contacted in June as part of the consultation to agree the process. Updates from Stage 1 bids approved at the previous meeting:

- **Wellbeing Room at GBH** – up and running
- **Telephone Support Line** – up and running with two sessions of training having been provided by The Samaritans
- **Shetland Carers Strategy Forum** (cameras for care homes) – SIC had said this was not permitted, but an alternative suggestion had been received for possible other required equipment in care homes.
- After discussion it was agreed that since the original bid did not meet criteria (and funding from tablets could be sourced from alternative routes such as Community Councils), the Shetland Carers Strategy Forum should be invited to submit an alternative bid. Mr Marsland will share the details of the suggested possible bid with Mr Sandilands and Miss Watson order to get some context for the request before helping draft up a bid on the group's behalf. **ACTION: CM**
- Sally Hall has been working with several of the leads to work up projects. It is hoped trustees can be presented with a grid at the next meeting showing all the bids and those that teams are interested in. **ACTION: SH**

- £8,000 has recently been raised through online music live streams by Peter Wood. This money can be added to the NHS Charities Together funds.
- It is likely that the combined total amount of all the bids is likely to exceed the current £50k so this should be borne in mind when reviewing and prioritising the bids and costs in due course.

#### 4. APPLICATION TO COMMIT NHS CHARITIES TOGETHER COVID-19 APPEAL FUND (Paper END 20/07)

##### Shetland Samaritans

Mr Marsland reported that the Shetland Samaritans had requested to access the fund in respect of the two blocks of training they provided to staff working on the Telephone Support Line. This bid is separate to the bid for set-up costs for the helpline which trustees approved previously. The training was provided free of charge at the time and is appropriate for the endowment fund to make a contribution to Shetland Samaritans for providing that training service as well providing support to the wider local community.

Trustees approved the bid for £1,000 for training provided and for support to its local service.

#### 5. NEW STAFF SUGGESTIONS FOR NHS CHARITIES TOGETHER COVID-19 APPEAL FUND (Paper END 20/08)

Mr Marsland reported that 29 suggestions had been received and the table provided showed the entire list and whether each fits with endowments criteria or not. Those left blank were open for trustees to decide as they could be argued either way. Sally Hall is working through the database of suggestions providing feedback to the unsuccessful bids.

One highlighted potential bid suggested by several staff was water coolers. Technically these could not be funded again through endowments as they had previously been provided by NHS Shetland. If trustees wished to support these, the board would be required to fund them whilst bearing in mind the requirements of the health & safety and infection control regulations and implications for the estates team who would have responsibility for installation and maintenance of all coolers across the board.

Trustees discussed the option of 'Quooker' style taps for hot and cold water as these are much safer, more energy efficient and environmentally friendly. Mrs Carolan offered to raise this issue with Lawson Bisset at her meeting with him later that day to ascertain if this was a possible solution. **ACTION: KC**

In response to concerns raised by Mr Bell, Mrs Carolan said that strenuous efforts had been made to make sure staff in all settings were aware they could submit ideas and agreed to check that all staff in the care setting (as opposed to community) were aware fund they can access this fund. **ACTION: KC**

Mr Carroll said there were several suggestions for goodie bags and informed trustees that NHS Grampian were providing 'comfort boxes' to staff but it wasn't known what the contents were. Mrs Carolan said this was something that she and Sally Hall would be discussing in the next few weeks. Trustees supported the idea of including fresh fruit in goodie bags/comfort boxes (in line with a suggestion from Scalloway Health Centre).

Trustees agreed a budget of £4,000 for the provision of comfort boxes/goodie bags for staff including care home and community staff. Mr Carroll added that a press release should be issued to show the public how the money they donated has been spent and how local businesses have been supported. **ACTION: KC**

Trustees supported the idea of funding a comfortable break out area in the cafeteria (B5) as this could also be a way to sustain the principles of the current Wellbeing Space for staff and visitors after the pandemic. This bid would have to be worked up adhering to social distancing guidelines etc and it was expected this would come up for final consideration in Stage 2.

There was discussion on some individual bid suggestions with team building (B8), coffee machines for practices if requested (B18) among those supported.

Electric bikes (B23) was discussed. Mr Marsland said there were already electric bikes located around the organisation and the board was progressing this through the additional recourses available from Active Transport at SGov and access funding for electric vehicles through local authorities.

Shelters for dental patients waiting outside (B27) was discussed and concerns raised about the possibility they would be used as smoking shelters. Mr Marsland reminded trustees that this had already been approved in principle at the previous meeting. It will be ascertained which dental practices wished to have an outside waiting shelter and then ask Lawson Bisset to conduct a feasibility study on which sites require planning permission etc. **ACTION: CM**

Trustees discussed the suggestion of vouchers for hire of bikes for a day (B28) and for accessing bike servicing/repair (B29). Mr Carroll declared an interest at this item as both bids had been submitted by the Shetland Community Bike Project. It was felt there may be limited uptake for rental vouchers as there were already electric bikes available for staff use through the Health Improvement Team. It was also noted that there was also limited number of service vouchers available in the bid.

It was suggested this was an opportunity to encourage the use electric bikes to staff and remind them of the process to hire them out. **ACTION: CM**

## **6. OTHER NHS SCOTLAND CHARITIES USE OF FUNDS (Paper END 20/09)**

Trustees noted the use of NHS Scotland charities funds by other boards.

## **7. AOCB**

Derek Hart, Fundraising Manager gave Trustees an update on the MRI Scanner Appeal.

The total raised to date sits at £704k with donations still coming in. The last 2.5 months have been considerably quieter with 26 scheduled fundraising events 'postponed' which could have equated to £50k-£100k possible income for the appeal. The aspiration of a pop-up shop for merchandise etc may also not now be possible.

An application to the Shetland Charitable Trust for £500k was submitted in mid-February and responses to their subsequent questions have been returned. The SCT is due to meet on 4<sup>th</sup> June and the outcome of their decision will be pivotal to where the appeal goes in the next 6 months.

An acknowledgement has been received from Total that they will be making a donation in due course.

Mr Marsland added that if SCT do approve the appeal's application, this would take the appeal to the point where it can start the procurement exercise to confirm the capital costs of the project and give a timeline to implementation.

Mr Carroll asked Mr Marsland to come back to the Endowment Committee if SCT asked for representation at their meeting. **ACTION: CM**

There was no further business and the meeting closed at 4.25pm

The date of the next has been set for Tuesday 14<sup>th</sup> of July 2020 from 3pm to 5pm and will be held virtually.

APPROVED