

SHETLAND NHS BOARD

Minutes of the Endowment Committee meeting of Shetland NHS Board held virtually on Tuesday 18 May 2021 at 13:30

TRUSTEES PRESENT

Mr. Lincoln Carroll (Chair)	Miss Shona Manson [until item 10 a]
Dr. Kirsty Brightwell [from item 9]	Mr. Colin Marsland
Mr. Colin Campbell	Mrs. Amanda McDermott [from item 4]
Mrs. Kathleen Carolan [from item 5]	Mr. Gary Robinson [until item 9]
Ms. Natasha Cornick	Mr. Ian Sandilands [from item 4]
Dr. Susan Laidlaw [from item 10 a]	

IN ATTENDANCE

Carolyn Hand, Corporate Services Manager

Erin Seif, Minute Taker

1. APOLOGIES FOR ABSENCE

Apologies were received from Mr. Michael Dickson, and from Ms. Jane Haswell after the meeting. Mr. Malcolm Bell and Mrs. Lorraine Hall were absent.

2. DRAFT MINUTES OF MEETING HELD ON 16 FEBRUARY 2021

The minutes of the previous meeting were approved.

3. MATTERS ARISING

(56) Mr. Gary Robinson shared he had verbally confirmed a Mr. Douglas C. Smith, of Cliff House, Montfield, is the grandson of Mr. Andrew Smith, but the gentleman had no knowledge of the Bed Fund in his ancestor's name. Mr. Colin Marsland agreed to write to the living Mr. Smith to explain the situation and seek his consent for the Fund to be repurposed.

Action: Mr Marsland

Mr. Ian Sandilands and Mrs. Amanda McDermott joined the meeting

4. ACTION TRACKER

(64) Mr. Marsland offered to follow up with Mr. Brian Chittick regarding the Schwartz round training, which the Endowment Fund had agreed to support.

ACTION: Mr Marsland

Mrs. Kathleen Carolan joined the meeting

5. DRAFT ENDOWMENT ACCOUNTS

Director of Finance Mr. Marsland presented the draft Endowment Accounts for 2020–21, which are currently being audited by A9. Trustees briefly discussed the wisdom of keeping the funds invested in the stock market, concluding it was the right course of action, but the Committee looks forward to reviewing the performance of the current investment managers at the next meeting.

Mrs. Kathleen Carolan noted a real-terms balance increase of £75k in the Accounts, and asked if these funds were available for spending. Mr. Marsland confirmed money is available in principle, but suggested the Committee focus for the time being on spending the over £60k still remaining from NHS Charities Together, even after previous bids have been funded from the Wellbeing Group, MRI training, and other training courses. Mrs. Carolan and Mr. Carroll suggested publicizing this outstanding money to staff through the newsletter, to encourage ideas and bids. Mr. Marsland to pass information to the Communications team.

ACTION: Mr Marsland

6. TILNEY CUSTODY STATEMENT DATED 2 MARCH 2021

Mr. Marsland introduced the investment portfolio report from Tilney, who manage NHS Shetland Endowment funds. Their report shows an overall performance return of 27% in the last year, which they compare against other years and other organizations.

Mr. Carroll queried if the list of investments had been scrutinized from an ethical investment point of view. Mr. Colin Campbell shared he had looked through the small portfolio listed in this year's report, and found nothing to give rise to concern.

7. ENDOWMENT FUND LEGACY BEQUESTS

The Board has received information that two individuals who recently passed away made legacy donations to cancer services. The exact amount is to be confirmed, as their estates are still being wound up. It was noted that later in this process, the families can be asked if they would like news of these donations to be share publicly.

a. Thompson family

Mrs. Carolan shared that the Thompson family are making a large donation and have requested a commemorative plaque in the Gilbert Bain Hospital. The family gave open scope on how the money was to be spent—following consultation with the service, it will go towards cancers related to women's health, and buying a DEXA scanner. When the money has come, the procurement process for new pieces of equipment can be explored. This equipment is not expected for core service delivery, but will instead bring new services into the island.

b. Peter Moncrieff

Mrs. Carolan also shared that the Moncrieff family have been working closely with the local MacMillan Cancer Support charity to decide how their bequest can best be utilized.

8. ENDOWMENT FUND APPLICATION: LUCY KNOX, CDF DOCTOR

a. Picnic bench outside Breiwick Hospital [not NHS property]

The applicant requested a picnic bench be installed outside Breiwick Hospital for the benefit of junior doctors living there. It was noted that Breiwick belongs to the Lerwick Hotel rather than NHS Shetland, but the matter will be remitted by Mr,

Marsland to Mr. Lawson Bisset in Estates to request permission from the hotel, as well as to source a bench if permission is granted. Mr. Bissett will be asked to take into account the applicant's suggestion that any bench be Shetland-made.

Mrs. Carolyn Hand spoke for the Accommodation Group, stating they were happy in principle with the idea but suggested a discussion with the junior doctors how the space should be used, in a manner that respects other residents and guests.

ACTION: Mr. Marsland

Mr. Robinson left the meeting, and Mrs. Kirsty Brightwell arrived

9. ENDOWMENT REVIEW PROPOSALS—FUTURE FUNDRAISING

Mr. Marsland presented a paper from outgoing MRI Scanner Appeal Fundraising Manager, Mr. Derek Hart. Mr. Hart made suggestions on how Endowment funds could be raised, should the Committee decide to take a more proactive approach to seeking donations.

The Committee decided to defer proactive donation-seeking for around six months following the MRI Appeal, to give breathing space to other local charities. The topic of how to then raise funds; whether to retain a professional fundraiser again; and how to coordinate with the broader third sector locally will be placed on the agenda for the Endowment meeting of 26 October 2021. In the meantime, Mr. Marsland will arrange for staff to be reminded that they can make bids to the Endowment Fund, and for the Communications team to publicize recent successes of the Fund.

Mr. Marsland shared that remaining MRI Appeal merchandise will be used to promote the launch of the scanner itself, when it is operational. It is also to be sold online through the [website of the MRI Maakers](#).

ACTION: Mrs. Seif, Mr. Marsland

10. MRI SCANNER APPEAL

a. MRI Scanner Appeal report [CONFIDENTIAL]

An overall report was presented from Mr. Hart on the MRI Scanner Appeal. Its contents were noted, and some of the details discussed by the Committee.

14:30—Miss Shona Manson left the meeting, and Dr. Susan Laidlaw arrived

The report prompted a broader discussion about how the Endowment Fund might be able to support the further education of local young people, but it would be outside the remit of the Fund to pay for education that would be of more benefit to the individual than the community. However, Mrs. Carolan will take this topic to the Corporate Parenting Board to see if the right people are there to further the aim.

ACTION: Mrs. Carolan

b. MRI Scanner Appeal website domain name

The Committee agreed to Mr. Marsland's proposal to close the MRI Appeal Shopify account, as it has been losing money. It also approved the suggestion to retain the Facebook page, which is free, as well maintaining ownership of the website domain name for at least 5 years, to avoid it being picked up by scammers.

ACTION: Mr. Marsland

11. NHS Charities Together—funds available

This item had been discussed under item 5 on the agenda.

12.AOCB

a. NHS Big Tea

Mr. Marsland reported that NHS Charities Together is running the “NHS Big Tea” event in July. Mrs. Carolan flagged that any event locally would have to strictly observe Covid restrictions, as we are on an emergency footing until at least the end of June. Mr. Marsland will explore a possible approach, and arrange for it to be publicized and managed at a departmental level. Participants will also be asked to take photos at any events.

ACTION: Mr. Marsland

Date of next meeting: Thursday 24 June 2021 at 09:30 via Microsoft Teams.