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| Board Meeting: | 20 June 2019 | \\Nwtc-filestr01\photographs\Foundation\logos\merge nhs gjf\dual branding.jpg |
| Subject: | Endowments Sub Committee update – 11 June 2019 |
| Recommendation: | Board members are asked to:  |  |  | | --- | --- | | Discuss and Note | X | | Discuss and Approve |  | | Note for Information only |  | | |

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## 1 Background

The following key points were agreed at the meeting and have been split into the three high level quality ambitions of person centred, safe, and effective.

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| **Person Centred** |
| **Mutually beneficial partnerships between patients, their families and those delivering healthcare services which respect individual needs and values and which demonstrate compassion, continuity, clear communication and shared decision-making.** |
| * The Endowments Sub Committee Annual Report was presented and approved subject to minor presentation amendments. The updated report will be presented to the Board of Trustees on 20 June 2019 for formal approval. * Updated Terms of Reference were presented and approved. These will be presented to the Trustees meeting in August. Sub Committee members also noted that these will likely require further review pending national work on the Blueprint for Corporate Governance. * Clarification on Cafe Latte income/expenditure was provided. Members were content with arrangements in place with profit from the cafe being transferred to the Charity as an unrestricted fund. |

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| **Safe** |
| **There will be no avoidable injury or harm to people from healthcare they receive, and an appropriate, clean and safe environment will be provided for the delivery of healthcare services at all times.** |
| * The Trustees Annual Report and Accounts were presented with no material changes noted. These were approved by the Sub Committee and due to be presented to the Board of Trustees. * External Audit presented their Management Report which was very positive and provided an unqualified opinion with no issues identified and no audit adjustments identified. * Statement of Assurance was presented and approved and signed by the Chair of the Committee * Letter of Representation was presented for approval before being signed by the Chair of the Board of Trustees. |

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| **Effective** |
| **The most appropriate treatments, interventions, support and services will be provided at the right time to everyone who will benefit, and wasteful or harmful variation will be eradicated.** |
| * The Endowments Sub Committee work plan for 2019/20 was presented for comment and members were content to approve the work plan. * Endowment Fund balances as at 31 March 2019 were reviewed with no issues noted. Funds and transactions have been split between the Board and Innovation Fund for Scotland. Work has been undertaken on classification of funds, focussing on dormant funds. Following final review, a formal paper will be submitted to a future committee meeting for approval. * A verbal update was provided on the Charity Risk Register. This is work in progress and will be expanded on and fuller register will be submitted to the next meeting for review and approval. It was agreed that a deep dive of specific risks would be selected at each meeting. * Concern was noted by a Trustee around an Ebola virus outbreak in Malawi and how we extend our care to beneficiaries. The Chair advised that this committee’s role is not to oversee but we can ask questions and get feedback. A report from International Development is expected and will be circulated when received. |

The next meeting is scheduled for: Tuesday 22 October 2019.

**Phil Cox**

**Chair, Endowments Sub Committee**

**11 June 2019**

**(Julie Carter, Director of Finance)**