

**CONFIRMED MINUTES OF THE TRUSTEE MEETING
HELD ON THURSDAY 28 SEPTEMBER 2017
BOARD ROOM, UNIVERSITY HOSPITAL LLANDOUGH**

Present:

Maria Battle	Chair
Len Richards	Chief Executive
Abigail Harris	Director of Planning
Akmal Hanuk	Independent Member – Community
Prof Elizabeth Treasure	Independent Member – University
Dr Fiona Jenkins	Director of Therapies and Health Sciences
Dr Graham Shortland	Medical Director
Ivar Grey	Independent Member – Finance
John Antoniazzi	Independent Member – Estates
Julie Cassley	Interim Director of Workforce and OD
Professor Marcus Longley	Vice Chair
Margaret McLaughlin	Independent Member - Third Sector
Martyn Waygood	Independent Member - Legal
Robert Chadwick	Director of Finance
Dr Sharon Hopkins	Director of Public Health
Steve Curry	Interim Chief Operating Officer
Stuart Egan	Independent Member – Trades Unions

In Attendance:

Chris Lewis	Deputy Director of Finance
Peter Welsh	Director of Corporate Governance

Secretariat

Julia Harper

Apologies:

Eileen Brandreth	Independent Member – ICT
Ruth Walker	Executive Nurse Director
Cllr Susan Elsmore	Independent Member – Local Authority

UHBT 16/11

WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

UHBT 17/12

APOLOGIES FOR ABSENCE

There were no apologies for absence.

UHBT 17/13 DECLARATIONS OF INTEREST

The Chair invited Members to declare any interests in the proceedings on the agenda. None were declared.

UHBT 17/14 MINUTES OF THE MEETING HELD ON 26 JANUARY 2017

The Trustee **RECEIVED** and **APPROVED** the minutes of the meeting held on 26th January 2017 subject to correcting line two of Minute UHBT 17/017 from 2014/15 to 2015/16.

UHBT 17/15 MATTERS ARISING

All items were included within the agenda.

UHBT 17/16 FINANCIAL PERFORMANCE OF THE CHARITY 2016/17

Mr Chris Lewis, Deputy Director of Finance advised the Trustees that the Charity had a very successful year. It generated £1.548m income, spent £1.260m and therefore had a net income of £0.288m. In addition there were market value gains on investments of £0.946m and asset revaluation of £0.066m.

Overall, the fund balances increased by £1.300m in the period to £10.548m, passing £10m for the first time.

ASSURANCE was provided by:

- The financial strength of the charity;
- Good financial performance during the period.

The Trustees:

- **NOTED** the draft financial position and performance of the Charity in 2016/17.

UHBT 17/17 NHS CHARITIES AND LHB/NHS TRUSTS STATUTORY ACCOUNTS

NHS Charities were classified as public bodies inextricably linked to the NHS. To date they had not been designated for consolidation within the Welsh Government accounts, nor within the Welsh Budget motion. The Welsh Government is undertaking an exercise to align its budgetary and accounting boundaries and needs to consider whether NHS charities should be designated for consolidation within Welsh Government Consolidated Accounts.

The Charitable Funds Committee considered the key issues on 19th September and the only concern related to any formal requirement to consolidate and report the accounts, but there were options to avoid this. Across NHS Wales there did not appear to be an appetite to set up NHS Charities as independent organisations as no benefits could be seen. This view was supported by the Charitable Funds Committee.

ASSURANCE was provided by:

- Consideration of the issue by the Charitable Funds Committee
- Engagement with Welsh Government.

The Trustees:

- **NOTED** the contents of this report;
- **CONFIRMED** agreement on the Charitable Funds Committee's position on potential changes and key issues.

UHBT 17/18

UPDATE ON ROOKWOOD HOSPITAL

The report consolidated various discussions and legal advice. In addition, the Charity Commission had confirmed in principle that when services were transferred to UHL, the asset could be sold as it would no longer fit with the original intentions of the donor. It also confirmed in principle that it would be permissible to widen the objects of the Charity. A formal application would be required and it was suggested this be made around 9 months before the sale of Rookwood. It was proposed a separate investment fund be set up with its application principles already approved by the Trustees.

ASSURANCE was provided by:

- The detailed discussions held on this issue by the Charitable Funds Committee;
- The briefings provided to the Trustees and their approval of future financial arrangements for the Rookwood Hospital part of the charity;
- The legal advice provided by the Charity's solicitors.

The Trustees:

- **NOTED** the progress being made and further work being undertaken on the sale and application of the Rookwood Hospital element of the Charity.
- **AGREED** to gain clarity on who owned each part of the site.
Action – Mr Chris Lewis

UHBT 17/19

NHS 70TH BIRTHDAY

The Trustee was advised that UHL was planning a big celebration on site to mark the 70th anniversary of the NHS. In addition, Mr Peter Welsh advised the Trustee of some of the national events planned.

ASSURANCE was provided by:

- Previous scrutiny by the Charitable Funds Committee

The Board of Trustees:

- **NOTED** the proposals to mark the 70th Anniversary of the National Health Service.

UHBT 17/20**MARKETING STRATEGY**

Mr Martyn Waygood thanked Mrs Margaret McLaughlin for producing the “strategy on a page” that could be developed further. The Trustee **NOTED** progress.

UHBT 17/21**REPORT OF THE CHAIR OF THE CHARITABLE FUNDS COMMITTEE ON RECENT KEY EVENTS**

Mr Martyn Waygood gave an oral update:

- A second fundraiser had been appointed.
- Mr Akmal Anuk had been appointed as the new Chair of the Charitable Funds Committee.
- Another lottery super draw would be held in January.
- When Mr Waygood commenced, there were 2,000 staff in the lottery. The figure had increased to 4,600. A big name was being sought to do the next super draw.
- A new staff benefits card had been launched.
- Action points from the away day were being worked through.
- A draft Annual Report would be available for the January meeting of the Trustees.
- The new website was up and running.
- Wifi had been extended.
- The benefits of the blue plate scheme were clear and this had been extended with £28k investment.
- Branding guidelines had been put in place for the Charity.
- Internal Audit had provided substantial assurance on charitable funds.
- Funds stood a £10.5m.
- A fund of £25k had been set up to manage smaller bids.

UHBT 17/22**CURRENT POSITION WITH LOOKERS / PEUGEOT AFFINITY DEAL**

Mr Peter Welsh gave an oral update. Lookers had withdrawn their support and a better deal had been sourced through Griffin Mill.

UHBT 17/23**REVIEW OF THE MEETING**

The Chair took the opportunity, on behalf of all Trustees, to thank Mr Martyn Waygood and the Charity team for reinvigorating the Charity and providing strong leadership to develop the Charity. This was Mr Waygood’s last meeting as Independent Member and the Chair wished him all the best for the future.

UHBT 17/24**DATE OF NEXT MEETING**

The next meeting would be held on Thursday 25th January 2018.