

Shetland NHS Board

Minutes of the Endowment Committee meeting held virtually on Thursday 15 May 2025 at 14:00

Trustees present

Mr. Lincoln Carroll (Chair)	Mrs. Emma Macdonald
Mr. Bruce McCulloch	Mr. Colin Marsland
Mr. Joe Higgins	Mr. Colin Campbell
Ms. Natasha Cornick	Mr. Gary Robinson
Mr. Brian Chittick	Dr. Susan Laidlaw
Professor Kathleen Carolan	

In attendance

Mrs. Erin Seif, Endowment Committee administrative support

1. Apologies for absence

Apologies were received from Mrs. Lorraine Hall, Mrs. Kathy Hubbard, Ms. Gaynor Jones, and Dr. Kirsty Brightwell.

2. Declarations of interest

There were no declarations of interest.

3. Draft minutes of meeting held on 18 February 2025

The minutes of the meeting held on 18 February 2025 were approved.

4. Action Tracker

[117] – Agenda item 7 – Endowment Committee review of bank accounts

Endowment Committee Executive Lead Mr. Colin Marsland shared he had reviewed the bank accounts available to charities, small clubs, and societies and found all now charge monthly fees of at least £5. This was affirmed by the Endowment Funds' external auditors A9.

Mr. Marsland noted the majority of payments are made by NHS Shetland and re-charged to the Endowment Fund, and shared the Shetland Health Board Endowment Funds would now move to a free account. This will necessitate more frequent transfers between the two bodies as only a lower value can be sent each time, but will avoid incurring bank account fees.

5. Matters arising

Item six in the 18 February 2025 Endowment Committee meeting minutes states "Regarding the General Fund's over-£1m position, trustees agreed 4% of the General Fund total should be 'released' and publicised to staff to encourage bids".

While noting the minute accurately reflected what was stated in the 18 February meeting, a trustee clarified this means *up to a maximum of 4% of the General Fund each year* should be "released" and publicised to staff to encourage bids.

6. Investment portfolio Annual Report from investment managers

Mr. Marsland presented the investment portfolio Annual Report from the Shetland Health Board Endowment Funds' investment managers Evelyn Partners, highlighting the General Fund's investment in UK gilts and that its value has moved marginally but remains below the value prior to the European conflict that began in early 2022.

Mr. Marsland noted Evelyn Partners representatives will attend the June meeting of the Endowment Committee as usual to discuss the report, and asked trustees to share any questions with Endowment Committee admin support Mrs. Erin Seif ahead of that meeting to request representatives incorporate responses into their presentation.

A trustee flagged the General Fund's annualised performance of 6.3% had beaten the target rate of UKCPI+2.5 by 1% which suggested it was being managed well, assuming Evelyn Partners confirms in June it is honouring the agreed restrictions in investment-types.

7. Draft Endowment Annual Accounts for review

Mr. Marsland presented the draft Endowment Annual Accounts 2024–25, explaining a copy has been sent to A9 and flagging the following points: the Endowment Funds' value have reduced following payment for the MRI scanner; this reduction was somewhat offset by a significant legacy donation to the General Fund from the late Martin Mullay; the large reduction in value will prompt additional questions from the Office of the Scottish Charity Regulator, but such questions can be readily answered and evidenced; the General Fund is above the £1m capital floor; and the remaining MRI Scanner Appeal funds should cover running costs for NHS Shetland for the scanner through 2025–26.

A trustee noted the draft accounts also crucially state the Shetland Health Board Endowment Funds remains a going concern.

8. Endowment applications

There were no new applications against the General Fund.

9. STANDING ITEM – Update on education and training bids reviewed monthly

Mr. Marsland explained the group which reviews education and training bids recently met to consider and accept the latest applications, and there are no live applications over £5k that would need to come before the whole Endowment Committee.

10. Business Plan 2025–26

Mr. Marsland presented the Endowment Committee Business Plan 2025–26, noting it will be updated throughout the year and reviewed at each committee meeting.

One trustee queried the progress of a Communications Plan due to come to this meeting. Mr. Marsland explained pressure of work on the NHS Shetland side, which provides all administrative support to the Shetland Health Board Endowment Funds free of charge, had precluded the preparation of this plan.

Trustees agreed the Communications Plan would come to the 2 October Endowment Committee meeting instead. Mrs. Seif will update the Business Plan 2025–26 accordingly.

ACTION: Mrs. Erin Seif

11. A.O.C.B.

There was no other competent business.

Date of next meeting: Monday 30 June 2025 at 14:00, via Microsoft Teams