



**Minutes of a meeting of the Southern Health and Social Care Trust
Endowments and Gifts Committee held on Thursday, 9th May 2019
at 9.00 am, in the Boardroom, Trust Headquarters**

PRESENT

Mrs S Rooney, Non-Executive Director (Chair)
Mrs H McCartan, Non-Executive Director
Mr M McDonald, Non-Executive Director
Mrs V Toal, Director of Human Resources and Organisational Development

IN ATTENDANCE

Ms H O'Neill, Director of Finance, Procurement and Estates
Mrs A Rutherford, Assistant Director of Finance
Mrs A McVey, Assistant Director of Acute Services; Medicine and Unscheduled Care
Mrs C Doyle, Corporate Financial Accountant
Mrs S McCormick, Committee Secretary (Minutes)

APOLOGIES

Mrs E Gishkori, Director of Acute Services

1. **CHAIR'S WELCOME**

Mrs Rooney welcomed everyone to the meeting and in particular Mrs McVey, deputising for Mrs Gishkori. At this point members were reminded of their responsibilities in keeping with Board etiquette and Mrs Rooney asked that mobile phones are turned to silent and laptops are to be used for accessing E&G papers only during the meeting.

2. **DECLARATION OF INTERESTS**

Members were asked to declare any potential conflicts of interests in relation to items on the agenda. None were received and the business of the meeting proceeded.

3. **CHAIR'S BUSINESS**

- **Presentation of Gifts and Cheques**

Mrs Rooney advised she would be attending a cheque presentation later in the day to accept a donation from the Southern Regional College, Portadown.

4i) **DRAFT ANNUAL REPORT AND CHARITABLE TRUST FUNDS ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2019**

Ms O'Neill presented the draft Charitable Trust Funds Accounts 2018/19, presented to the Committee for review in accordance with good practice procedures. The deadline of 7th May 2019 for submission to the Department of Health was fulfilled by the Trust.

At the outset Ms O'Neill reminded members that as in prior years the Charitable Trust Funds Accounts are consolidated with the public funds. During 2018/19 both income and expenditure has increased by £115k, and £108k respectively and Ms O'Neill explained the reason for this. Members noted the total value of funds at 31 March 2019 amounted to £3,690k a significant increase of £292k from the prior year. Ms O'Neill pointed out that £3,652k of the total value of funds for 2018/19 relates to Restricted funds and £38k relates to Endowment funds.

Ms O'Neill referred to investments and stated that of the £3,690k invested, £3,293k is held by the Northern Ireland Central Investment Fund for Charities (NICIFC), £388k is Cash at bank/in hand and the remaining balance working Capital. Members noted an additional £100k has been agreed for investment with the NICIFC in 2018/19.

Members welcomed the draft position. At this point, Mrs Rooney thanked Ms O'Neill and the wider Finance team for their expertise in preparing the draft Charitable Trust Funds Accounts and complying with the submission deadline. Mrs Rooney reminded members E&G Committee will review the final audited Charitable Trust Funds Accounts at the next meeting on 4th June 2019 prior to Audit Committee.

5. **MINUTES OF MEETING HELD ON 25th MARCH 2019**

The minutes of the meeting held on 25th March 2019 were taken as read and agreed as an accurate record and duly signed by the Chair.

6. **MATTERS ARISING**

Members noted the progress updates from the relevant Directors to issues raised at the previous meeting.

- **Nathan Carter Donation**

Ms O'Neill advised that since the Committee last met in March 2019, the Trust had received correspondence from the Concert host along with a donation to Trust Charitable Trust Funds. Members welcomed the positive outcome. Mrs Rooney stated that the Trust should ensure learning is addressed in terms of safeguarding issues into the future.

- **Usage of Funds**

Ms O'Neill stated that further work was required to clarify the area of spending the Randolph Johnson Fund is specific for. An update will be provided at the next meeting.

Action – Ms O'Neill

7. **ANY OTHER BUSINESS**

Mr McDonald advised that Mrs McCartan and himself had recently visited Lisanelly Day Centre, Armagh to see the 'Brain Fit' tool in use by service users. Mr McDonald stated the tool was a valuable piece of software which encouraged the engagement of the residents and reported the visit had been very positive. Mrs Rooney asked if there was recurring costs with the Brain Fit Tool and if so Fund Managers should draw the expenditure from public funds. Ms O'Neill agreed to check the detail in advance of the next meeting.

Action – Ms O'Neill

In conclusion, Mrs Rooney advised members the next meeting will take place on Tuesday 4th June 2019 at 12 noon. Mrs McCartan asked that her apologies would be recorded at the next meeting.

The meeting concluded at 9.20 a.m.

SIGNED: _____

DATED: _____