

# Minutes of Meeting

Hymans Robertson Foundation Trustee Board Meeting

MS Teams – 14 December 2021 at 1310

Clive Fortes CF (Chair)

Marcella Boyle MB (CEO)

Gill Tait GT (Trustee)

Mike Fahy MF (Trustee)

Graham Stevens GS (Treasurer)

Rachel Nixseaman RN (Trustee)

Sarah Gilmour SG (Secretary)

Marjory Logie ML (Minutes)

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## 1 Opening Remarks CF

The Chair welcomed everyone.

## 2 Apologies CF

Katherine Hussein.

## 3 Declarations of Interest CF

None.

## 4 Minutes of Board Meeting on 19 October 2021 CF

All matters arising from the meeting had been actioned or were scheduled for future action. The minutes were approved.

## 5 Actions Arising (Actions Log) CF

Actions Log reviewed and reported that the “visuals” value is still work in progress. ML to remove all old actions more than 6 months old.

Action – ML to update Actions Log

## 6 CEO Update MB

MB circulated her CEO Update paper and provided an update on November charity visits in Birmingham and London. The Annual Report and Accounts draft underway for issue in December.

## 7 Review of Risk Register

No changes required and Risk Register was approved.

Action – ML to add Risk Register to February Agenda

## 8 Draft 2021/22 Annual Report & Accounts (SG)

Report to be submitted by 30 December 2021. Draft will be circulated this week for approval.

Action – All to review and return to SG by Wednesday 16 December

### 9 Budget & 3 Year Forecast (GS)

Moved to 15 February 2022 Board Meeting to allow for further discussion on charity refresh and Bursary.

Action – ML to add to February Agenda

### 10 2022-2025 Charity Refresh Paper

Trustees reviewed the future 3 year funding arrangements (2022-25).

Approval was given to explore 3 year funding relationships with new charity partners. GT observed that the Foundation should strive for a diverse longlist of potential charity partners. SG acknowledged this observation and noted this will be addressed when reviewing proposed partners to ensure diversity of partnerships.

### 11 MHWB new Charity Partner (MB)

Approval was given to appoint the Foundation's new charity partner, Lifelink. ML to arrange meeting in January to discuss the two-year proposal, commencing April 2022. MF asked if it was possible to commence the partnership earlier than April, due to the Pandemic crisis. MB agreed to discuss with Lifelink at January meeting. GT declared conflict as her husband liaises with Lifelink but confirmed she doesn't know them. MB highlighted an NHS Golden Jubilee Board NED colleague is also the Chair of Lifelink. An update on progress will be provided at February Board Meeting.

Action – ML to arrange meeting with Lifelink in January

Action - MB to discuss with Lifelink ref earlier start date

### 12 AOCB

MF has progressed the matched funding page with HR LLP.

Action – SG/MF to discuss and include GS/ML

### 13 Date of Next Meeting

Tuesday 15 February 2022 at 1530.