

MEETING OF NHS HIGHLAND ENDOWMENT FUNDS COMMITTEE

Tuesday 5 June 2023, 10.00am
Virtual Meeting Format (Microsoft Teams)

Distribution: 29 May 2023

DRAFT AGENDA

Time		Standing Items	Paper
10.00-10.05	1.1	Welcome and Apologies	
	1.2	Declarations of Conflict of Interest Members are asked to consider whether they have a conflict of interest to declare in relation to any item on the agenda for this meeting. Any Member making a declaration of a conflict of interest should indicate whether it is a financial or non-financial conflict and include some information on the nature of the conflict. Advice may be sought from the Board Secretary's Office prior to the meeting taking place.	
	1.3	Minute and Actions of Previous meeting Monday, 06 March 2023 The Board is asked to approve the draft minutes of meeting of 06 March 2023 and note the actions.	pp.1-7
	1.4	Matters Arising	
	2.	Investment Portfolio Report	
10.05-10.30		Report by Mark Ivory, Adam & Co. The Committee is asked to note the update.	pp.8-35
	3.	Budget Setting 2023-24	
10.30-10.50		Report by Assistant Director, Financial Services The Committee is asked to note the report.	Excel spreadsheet
	4.	Applications	
10.50-11.15	4.1	Staff Welfare: Raigmore Canteen upgrade	pp.35-48 +Excel
	4.2	ProctoMobile	pp.49-55 +Brochure
	4.3	RD&I: Trainee Clinical Scientist	pp.55-69
	4.4	RD&I: Updates & Follow On Requests The Committee is asked to consider and agree the above applications.	pp.70-77
	4.5	Project Wingman The Committee is asked to note the above application agreed outwith the scheduled Committee meetings.	Teams channel
	5.	Proposal for Application to and Management of Non-Core Training Fund	
11.15-11.30		Report by Assistant Director, Financial Services The Committee is asked to consider and agree the proposed changes detailed in the report.	pp.78-84
	6.	Financial Reports	
11.30-11.40		Report on behalf of Head of Financial Services	Excel spreadsheet
	6.1	Fund Balances	
	6.2	Donations	

	6.3 Expenditure	
	The Committee is asked to note the financial reports.	
	7. National Charities Monies – Access and Use	
11.40-11.50	Verbal update by Director of Finance	
	The Committee is invited to note the update.	
	8. NHS Highland Endowment Fund Charter	
11.50-12.00	Verbal update by Director of Finance	
	The Committee is invited to note the update.	
	9. Any other competent business	
	10. Date & Time of Next Meeting	
	Monday 5 September 2023 at 10.00am , in virtual meeting format.	
12.00	Close of meeting	