

THE MACFARLANE TRUST

Minutes of a meeting of the Trustees held at Alliance House on Monday 20th November 1989 at 11.00 am.

Present: The Rev. Tanner, Mr Grinsted, Mr Cashman, Mrs Guy, Dr Jones, Mr Knight, Mrs Leitch, Mr Palmer, Mr Stevens and Mr Taylor.

In attendance: Wg Cdr Williams, Mr Williams and Ms Turner.

AGENDA

General Session

- 89.81 Apologies for absence
- 89.82 Minutes of meeting held 28th September 1989
- 89.83 Matters arising
- 89.84 Report on Meeting with Dept of Health
- 89.85 Annual Report
- 89.86 Administration
- 89.87 Information & Public Relations
- 98.88 Visiting Social Workers

Finance

- 89.89 Grants Expenditure
- 89.90 Investment and Finance Report

Allocation Session

- 89.91 Case review
- 89.92 Allocation Policy - Widows
- 89.93 Allocation Policy - Nursing care
- 89.94 Allocation Policy - Central heating

Closing

- 89.95 Any other business
- 89.96 Future meetings

GENERAL SESSION

The Chairman welcomed all to the meeting and particularly welcomed Mr John Cashman to his first meeting.

The Chairman said that in case of shortage of time for business before anyone had to leave he proposed to take some items out of order to ensure the highest priority items were given the necessary time. (These Minutes are however recorded in Agenda order.)

89.81 APOLOGIES FOR ABSENCE.

None.

89.82 MINUTES OF PREVIOUS MEETING held 28th Sept 1989.

Apart from minor editorial points no comment was raised on the Draft Minutes. It was proposed by Mr Grinsted and seconded by Mrs Guy that the Minutes be accepted as a true record. This was carried unanimously and the record was signed by the Chairman.

89.83 MATTERS ARISING

It was agreed that all matters arising from the Minutes could be dealt with by the day's agenda. Dr Jones sought to raise a query on Agenda Item 89.58 from the July meeting but it was agreed that this and Dr Jones's letter to Trustees could be dealt with under Allocation Policy.

89.84 REPORT ON MEETING WITH THE DEPARTMENT OF HEALTH

The report (Annex A) on the meeting with the Department of Health on 7th September had been circulated to Trustees.

Since that meeting the new campaign for compensation by the Haemophilia Society had got under way and as a result some public statements had been made which appeared to confuse payment of compensation with further payments to the Macfarlane Trust. On the excuse of not adding to this confusion the Department had deferred the exchange of policy letters which would otherwise have taken place.

The discussion on this report was therefore taken in the context of the Trust's position regarding the debate on compensation.

A The Report

Some questions were asked in amplification of the report and were answered by the Chairman, Deputy Chairman or Administrator.

The meeting expressed satisfaction with the conduct of the meeting and with the report, in particular with reference to the reassurance that further funds would be made available in due course and that current spending by the Trust would not need to be curtailed, and also the Department's declaration of satisfaction with the work of the Trust.

B The Compensation Campaign

Discussion on this subject was wide ranging but mainly centred on two aspects of Trust policy, namely what part if any should the Trust play in the campaign and secondly what position should the Trust take if offered any large sum of money by the Government.

On the first point it was generally agreed that the position which had been maintained to that date (that the Macfarlane Trust and its work were separate from the issue of compensation) was correct and should be continued. It was also agreed that while the Trust could not entirely avoid being drawn into the public arena on this subject it should not take any initiatives or active part in the campaign. At the same time the Trust should take care to avoid any action or statement which would impede the campaign.

On the second point the following views were presented and were given general agreement:

Since it had recently been agreed with the Department that the Trust did not need funds immediately but only a longer term assurance, acceptance of further funds in the immediate future could be resisted and the Government could be asked to make it clear why such funds were being offered at this stage.

Neither the Trust nor the Haemophilia Society had any mandate to accept any offer of compensation or out of court settlement since this was the prerogative of each individual, affecting further litigation rights.

In the climate of the current campaign any major cash offer would appear to be a form of compensation, whatever disclaimers or statements to the contrary were made. In this light any proposals by the Government would therefore have to be treated with caution.

An offer connected with insurance or housing which were two needs which had been pressed on the Government by the Trust would have to be seriously considered.

If a payment were proffered by the Government with no conditions attached the Trust would have difficulty in refusing to accept and the Trustees could be in breach of the Trust to do so. Any pre-emptive statement that the Trust would not accept further money should therefore be avoided and the Trust should react with care to any offer that might be made.

The subject of a second trust as a compromise between a compensation fund and the present charitable fund was also discussed. It was agreed that the Trust could not make any move at the present stage, but that this may become an option depending on what proposals were received.

In summing up the Chairman said that the airing of views had been very valuable and that although no proposals either formal or informal had yet been made to the Trust the discussion should enable Trustees to make up their minds quickly should any such proposal be made. He suggested that until such time there were too many uncertainties for any advance decision to be taken.

That being so it would be difficult for the Trust to make any definitive statement. However since the Haemophilia Society and their publicity advisers were pressing for a statement from the Trust he asked for a formal decision by the Trustees on whether to continue the present procedure of meeting media questions as they arose or whether a formal press statement should be issued. It was agreed unanimously to maintain the current position and not to issue a formal press statement.

Dr Jones said that although the Trustees could not be certain what the eventual reaction of the Trust would be, they could in the mean time give reassurance to the Haemophilia Society that nothing would be done which might have a major effect on the campaign without prior consultation with the Society, and he proposed that the Trustees make a formal resolution to this effect. A resolution was therefore developed: "That this Trust should take no decision regarding acceptance of any Government offer of money that would impede the present campaign for compensation without prior consultation with the Haemophilia Society." This was proposed by Dr Jones, seconded by Mrs Guy and carried unanimously.

89.85 ANNUAL REPORT

The Annual Report had previously been circulated to Trustees.

The Administrator reported that the main distribution was now near completion, and asked that Trustees notify him if they wished for further copies for themselves or for despatch to other addressees.

He reported that the final calculation for distribution had been 1500 but the extra cost for a run on print was less than £100 and 2000 copies had therefore been printed. The cost of design, typesetting and printing was just over £2,000.

The meeting expressed satisfaction with the report and the Chairman thanked everyone who had taken part in its production, especially Mr Knight who had organised the design and printing.

89.86 ADMINISTRATION

The Administrator gave a short report on:

a. Registration & Statistics

The number of persons registered at 17th November was 1047. An analysis of the figures, showing the levels of assistance given had been circulated and is reproduced as Annex B to these Minutes.

b. Data System

The fourth station had now been added to the network and the typewriter linked in. This now gave the secretaries a full-time word processing facility without having to share with the main data input station.

c Stationery

An order for new letterhead had now been placed and delivery was expected shortly. The design was very little changed from the previous run.

89.87 INFORMATION AND PUBLIC RELATIONS

The latest Visits and Liaison programme for 1989 had been circulated and is reproduced as Annex C.

It was reported that the Edinburgh visit had been conducted amicably and that, although there were still some areas of friction remaining, in general good relations and communication now appeared to be established.

Mr Grinsted reported that the Leeds/Bradford visit had been very well attended and that the exchange had been helpful and productive. He said that in spite of being given every encouragement to do so, no real criticism of the Trust had been raised. However there were comments and suggestions that he would raise in the Allocations Policy session.

89.88 VISITING SOCIAL WORKERS

A draft handbook had been circulated with a brief covering paper (Annex D). The Chairman asked the Administrator to introduce the papers for discussion.

The Administrator said that the handbook was proposed as a means of consolidating all policy on the project and thereafter providing guidance notes for the Office and for Visiting Social Workers. In response to a question he said that it was intended that initial training for VSWs would cover all matters more comprehensively and that the handbook would thereafter act as an Aide-Memoire.

In opening discussion the Chairman asked that it be confined to matters of principle rather than drafting but that editorial comment could be passed to the office at any stage.

It was suggested that the Office Supplement be treated as a separate document and that it would be better not to refer to it in the more widely distributed handbook. This was agreed.

The requirement for VSWs to be CQSW/CSS qualified was questioned but after some discussion it was generally agreed that this was a correct precaution.

It was suggested and agreed that paragraph 3 of Chapter 3 should be removed.

There was further general discussion and some suggestions made which the staff agreed to take up. There were no further points of principle raised.

The Chairman then asked the meeting to consider the recommendations of the paper, paragraph 5 of which requested the Trustees to:

ALLOCATION SESSION

89.91 CASE REVIEW

The Social Worker introduced the cases for review. A total of 31 cases were presented for decision or discussion.

Of 27 applications for which immediate grants were being requested the Trustees approved 25, deferred one and refused one. A total payment of £23,854 was approved.

Two preliminary applications for mortgage assistance were reviewed and, subject to discussion with the Deputy Chairman, the Administrator was authorised to proceed with the next stage of negotiation.

Two questions of eligibility for registration were considered. No final ruling was given and the cases were referred for further investigation. Dr Jones agreed to assist with the case of a retrospective validation on a person deceased.

89.92 ALLOCATION POLICY - WIDOWS

The Administrator reported that no further comments had been received on the paper discussed in September (M89.77) and sought guidance on consolidation of Trust Policy on this matter.

After some discussion it was agreed that the office should use the proposals made in the discussion paper as interim guidelines and that the Administrator should prepare a synopsis of this policy for formal ratification.

89.93 ALLOCATION POLICY - NURSING CARE

A paper suggesting guidelines on this matter had been circulated (Annex G) and was introduced by the Social Worker.

The Trustees agreed to accept the guideline as proposed.

89.94 ALLOCATION POLICY - CENTRAL HEATING

In the September case review the Trustees had requested some investigation into typical central heating costs in order to develop a consistent policy on such grants (M89.75). A paper had therefore been circulated (Annex H) which the Social Worker introduced. He said that a considerable number of

PAGES REVERSED 71

- 1 Approve, subject to amendment, the attached draft documents as a basis for continued development of the VSW scheme, within the financial limits specified.

- 2 Authorise release of the present draft handbook (without supplement) to BASW and other interested agencies for comment and suggestions.

- 3 Authorise the office to complete the drafting of the document for final approval at their meeting in January 1990.

- 4 Authorise the office to begin the process of recruitment and training of VSWs. (This process will involve some financial commitment and possibly some actual expenditure before January 1990, but there would be no actual implementation of the system of major expense before that date.)

The four proposals were agreed unanimously.

FINANCIAL SESSION

89.89 GRANTS EXPENDITURE

A full summary of expenditure to 31st October 1989 had been circulated and is attached as Annex E. A brief summary of expenditure for November 1-17 was tabled. (This will be subsumed in the full November Summary.)

89.90 INVESTMENTS

A portfolio summary for 30th September 1989 had been circulated and is attached at Annex F. The Administrator said that the Managers' Report for 31st October had not been received in time to summarise for the meeting.

Mr Grinsted reported that the capital value of the Government stocks had fallen further and there was no sign of an early recovery. The MANEX advice to hold on appeared sound for the present but there were some misgivings about the overall management advice and the returns the Trust was getting for the charges made. He was presently in correspondence with MANEX on this point and expected to be able to report further at the next meeting.

The meeting took note and endorsed the current action.

estimates had been obtained as a basis for the proposal.

The meeting agreed that the proposal covered the basic need for heating and that further expenditure on more elaborate systems could rightly be left to the individual concerned.

The guideline was therefore approved, and the Chairman thanked the Social Workers for the prompt and thorough resolution of this question.

89.95

ANY OTHER BUSINESS

Two matters of Allocation Policy were discussed.

A Holiday Grants

Mr Grinsted reported that he had been impressed by the strength of feeling at the Leeds/Bradford meeting that the holiday grant was one of the best types of help given and promoted well being as much in the planning and anticipation as in the event itself. He had been largely persuaded that the Trustees should review the existing policy and make further payments if this proved possible.

This feed-back from members was strongly endorsed by those who had attended the Edinburgh meeting.

The meeting accepted the importance of this suggestion which was also borne out by general experience of comment from persons registered.

In view of the pressure of time it was not possible to pursue an immediate decision and it was agreed that the subject be further discussed as soon as possible.

B Christmas Grants/Winter Payment

Dr Jones referred to his letter sent to all Trustees and to the previous decision (M89.58a) that no special Christmas payment should be made. He said that people had memories of the lump sum payment of the Regular payment at this time in 1988 and said that this was a time of year when shortage of money was most keenly felt.

In discussion the previous agreement was endorsed on the basis that an accross-the-board payment would be inadmissible and that a selective payment would be impossible to administer with apparent fairness.

As part of this discussion however the problems of preserving health through the winter months was discussed and the Social Worker drew attention to the requests for help with winter clothing, a few of which had already been received and many more could be expected as the weather got colder.

The suggestion that a 'Winter Payment' could be made found ready acceptance. This could be justified on the basis of costs of extra home heating, warm clothes, extra travel costs and other items.

It was generally agreed that any such payment should be related solely to the persons with HIV and not to family size or dependants, unless they were themselves infected. On this basis it was suggested that the payment could be made to all irrespective of means.

There was not unanimous agreement to the latter point. It was readily agreed that for persons receiving regular payments the winter payment could be regarded as a supplement but doubts were cast on an across-the-board payment even on this justification.

The Administrator said that the ability to make the payment automatically to those receiving regular payments would make the administration of any scheme much simpler.

It was agreed that for those not receiving regular payments the winter payment should not be made automatically. The proposal that the payment be available on request was put to the vote and carried by 4 votes to 2 (with no abstentions, 3 Trustees having been obliged to leave.)

The amount of the payment was discussed, figures from £250 to £500 were mentioned. A compromise figure of £400 (based on a payment of £100 for each of the 4 coldest months of winter) was put to the vote and carried by 5 votes to 1.

Notwithstanding the basis of the calculations it was agreed that all payments should be made as a single lump sum which would be more useful in meeting special costs such as clothing. It was further agreed that requests for clothing payments already in hand should be met without deduction from the winter payment, but that further requests would need some extra justification.

It was then pointed out that as this payment would not go to widows the previously agreed payment of £25 per child was not very generous for a good Christmas present. It was agreed to increase the payment in these cases to £50.

CLOSING SESSION

89.96 FUTURE MEETINGS.

Dates of meetings for 1990 were confirmed or agreed as follows:

Thursday 18th January
Thursday 22nd March
Thursday 31st May
Thursday 20th September
(to be agreed) November

Alliance House is available for all these dates,-- start time provisionally 11.00 am in each case.

GRO-C

The Reverend A J Tanner
Chairman

18th January 1990.

- Annexe
- A. Report on Department of Health Meeting
 - B. Statistics 17th November 1989
 - C. Visits and Liaison Programme
 - D. Draft VSW Handbook
 - E. Grants Expenditure to 31st October 1989
 - F. Portfolio Summary 30th September 1989
 - G. Allocation Policy - Nursing Care
 - H. Allocation Policy - Central Heating.

The Macfarlane Trust

Report on Meeting with Department of Health

The Chairman and Deputy Chairman visited Mr Strachan Heppell (Deputy Secretary HPSS Pol) at the Department of Health on 7th September. Mr J Canavan (Principal - Health Services Division) and Wg. Cdr. Williams were in attendance.

The meeting was not intended to negotiate any formal decisions from the Department, but to provide a forum for discussion of the principles underlying various points of concern to the Trust and to seek views from the Department on the progress of the Trust to date and any guidelines for future action.

An agenda provided by the Trust (Annex A) was used as a basis for discussion which was conducted on an informal basis by Mr Heppell.

General Trust Policy

The Chairman outlined the Trustees' purpose in seeking the meeting, in particular to determine that current policies and procedures met with Government approval. He pointed out that the written reports submitted had not received any response to date and requested that some written reassurance would be given that the work of the Trust was in line with expectations. Mr Heppell said that he was not aware of any points of current concern to Ministers or to the Department, and that the opportunity would be taken to put this in writing.

The position of the Trust in the context of the current lawsuits for compensation was discussed. It was agreed that although any successful claims for compensation might reduce the future commitments of the Trust this would only be a proportional effect. The Trustees view of the long term task of the Trust was therefore endorsed. The Trust position as aloof from the issues of compensation was also endorsed.

Grant Procedures

A short briefing was given on the methods of making grants and the latest summary of expenditures was handed over.

Single Payments. The various areas of need were covered and the level of individual grants and overall costs were outlined.

Regular Payments. Numbers were given and attention drawn to the fact that most qualified for the maximum grant - indicating that low standard of living suffered by very many of the Trust community. Notice was given of the September rise in maximum rate and the basis for its calculation.

Mortgage Loans. Trustees' concern over the possible cost of this programme was expressed. Copies of the Mortgage Policy Document were delivered and attention particularly drawn to the present £1 million limitation.

Mr Heppell welcomed this detailed filling out of the information previously given in the written reports. The need for the various forms of assistance was not questioned in principle. There was some discussion on matters of detail but no major observation was raised.

Finance

Investment Policy: Trust investment policy was explained and a copy of the latest portfolio summary was handed over. The drop in capital value was accepted as an inevitable outcome of the market movements over the previous year, and the emphasis on achieving high running yield was accepted as correct.

Encroachment on Capital: Trustees' anxiety was expressed at the descending spiral already begun resulting from excess of expenditure over income, and guidance sought on how and when to seek further funds to ensure the long term viability of the Trust. It was stressed that without some reassurance on this point decisions on future expenditure would be considerably inhibited.

Replenishment of the Trust Fund: The Department was fully aware of the Government promise to consider a further approach. However it was not considered appropriate to make such an approach until funds were depleted below £5,000,000 or a clear forecast could be given of an inability to continue the work of the Trust. An assurance was given that in the meantime, provided that Trustees continued to exercise prudent control, they need not deny assistance simply to conserve funds. A formal exchange of letters on this point would be arranged.

Administrative Costs: A request was put for consideration of full funding of costs by Section 64 Grant or other means. The parallel of the Independent Living Fund was quoted. It was suggested that as the rules of the Section 64 Grants had been breached both in principle and in the percentage costs paid to the Trust there might be a case for going the whole way in funding running costs. In particular it was asked whether the 3 year rule would also be overridden. Mr Heppell agreed that some further thought would be given to this funding.

Annual Report & Accounts: Copies of the Audited Accounts for 1988-89 had been delivered, and it was promised that the Annual Report would be forwarded as soon as it was printed.

The Trust Deed.

Areas of uncertainty and even ambiguity in the Trust Deed were discussed. The Department view was that amendment of the Trust Deed to make specific rulings on minority cases was undesirable, that they were satisfied with the Trustees' discretion and would be unlikely to cavil at a benevolent view of inclusion rather than exclusion where there was a slight element of doubt. Specifically mentioned in this context was help to persons who were no longer technically dependants (eg after divorce/separation). The Department also supported the Trustees view that assistance to groups should only be made where benefit to specific individuals could be shown.

It was agreed that a memorandum of understanding should be developed which would record this type of discretionary decision so that the Department would be informed in advance of areas where queries might be likely to arise.

Insurance

The subject of assistance with insurance was discussed. It was apparent that there was no Government action in hand which would be likely to bring any early relief. The Rev Alan Tanner thought that at the time the grant was made the Secretary of State had mentioned a working party which was to be set up to study the provision of life insurance for people who are HIV positive and he asked whether any progress has been made. Mr Heppell agreed to make further inquiries into this matter.

Government Inspection/Audit

In answer to a query it was stated that this was a right which Government retained but did not automatically pursue. It was not considered likely to be applied to the Trust in the immediate future.

Ref REPORTS\DHMTNG

The Macfarlane Trust

Registrations Summary at 17th November 1989

	25 Sep	17 Nov
a. No of persons registered	1025	1047
b. Infected wives/widows (additional to a)	23	24
c. No of persons deceased	116	128
d. Infected wives deceased (add to c)	1	1
e. Widows	63	85
f. Infected widows (incl in e)	3	3

	Sep		Nov	
g. No who have received financial help	755	73.65%	786	75.07%
h. No who have received single payments	608	59.03	648	61.89
i. No who have received regular payments	589	57.05	612	58.45
j. No who have received both single and regular payments	442	43.01	474	45.27
k. 5 or more single payments	74		119	
l. 7 or more single payments	16		37	
m. Over £5,000 inc RP	36		63	
n. Over £5,000 excl RP	4		9	
o. Largest single payment	£9,500		£9,500	
p. Largest total payment	£12,540		£12,765	

REPORTS/STAT

The Macfarlane Trust

Trustees' Meeting 20 Nov 89
Agenda Item 89.87

Visits and Liaison Programme 1989

			To	From
<u>Completed</u>				
April	19	Trustee, Social Worker, Administrator	London Hospital	
	20	Trustee, Social Worker	Liverpool	
	27	Social Worker	Lewisham Hospital	
May	4	Social Worker, Administrator	St Thomas's	
	14	Chairman/Social Worker	Birmingham	
June	5	Social Worker	Lord Mayor	
July	4	Social Worker	Treloar	
			Kings	
August	24	Social Worker, Administrator	Family Fund	
	29	Social Worker, Administrator	Independent Living Foundation	
September	1	Social Worker	RCN AIDS/HIV Course	
	27	Social Worker, Administrator	Alton	
October	24	Social Worker, Administrator, Trustee	Edinburgh	
	25	Administrator,	Great Ormond Street	
November	1	Assistant Social Worker	Group Leader	
			Lighthouse/Haemo Soc	
			Day for Carers	
	14	Administrator, Trustee	Leeds/Bradford	
<u>Planned</u>				
December		Social Worker, Trustee	Sheffield	
January		Social Worker, Trustee	Belfast	

MACFARLANE TRUST

Summary of Grants Made

, at 31st October 1989

1. To 31st March 1989

Grants	935	496,909	
Regular Payments	406	<u>564,490</u>	
Overall Total			£1,061,399

2. Financial Year 1989-90

A Single Payments

	No	Total	Amount	Run.Total
Apr-Jul		548		303,655
August	117	665	59,234	362,889
September	98	763	52,842	415,731
October	120	883	50,864	466,595

B Regular Payments.

	No	Initial	Ongoing	Overall	Run.Total
Apr-Jul	161	258,769	136,102		394,871
August	9	14,692	51,610	66,302	461,173
September	11	17,340	55,202	72,542	533,715
October	21	21,250	55,218	76,378	610,093

	212				

C Totals

	October	1989-90	Total
Single Payments	50,864	466,595	963,504
Regular Payments	<u>76,378</u>	<u>610,093</u>	<u>1,174,583</u>
	£127,242	£1,076,688	£2,138,087

D Loans Housing	39,649	39,649	39,649
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3. Projected Annual Rates for 1989-90

Single Payments		800,000	
Regular Payments -			
Ongoing	895,000		
Initial Back Payments			
(est further 75)	150,000		
		<u>1,045,000</u>	
Annual Total			£1,845,000
Two year Total			£2,906,000

Annex F of
the Trustees' Meeting
20th November 1989

MACFARLANE TRUST

PORTFOLIO SUMMARY at 31st September 1989

Name of Stock	Holding (nominal) Book Market	
		Clean Cost	Running Yield %	Value	Gross Ann Div
13 1/4% Excheq 1996	2,200,000	2,593,938	10.49	2,545,558	291,500
15% Excheq 1997	1,500,000	1,950,001	10.49	1,805,214	225,000
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Stocks Total	3,700,000	4,543,939	10.49	4,350,772	516,500
Gain (Loss) on these stocks since previous month				(178,067)	
Overall Capital Gain (Loss)				(193,167)	
Certificates of Deposit					
Yorkshire Bank	1,000,000	1,000,027	14.00	1,034,897	Inc. accrued interest
Midland Bank	1,000,000	1,002,990	13.71	1,024,925	
Yorkshire Bank	1,000,000	1,008,440	13.71	1,018,809	

Overall total with MANEX				7,429,404	
Sterling at NatWest Bank		1,380,000	13.5	1,380,000	

Total Capital Investment				8,809,404	

Ref FINANCE/PORTFOLK

The Macfarlane Trust

Annex G
Trustees Meeting
20th November 1989
Agenda Item 89.93

Allocation Policy - Nursing Care

Trustees have previously agreed in principle that assistance with nursing care should be given by the Trust in appropriate cases. Trustees have also made several such grants, but no guidelines have been drawn and no automatic mandate given to the Trust office.

Many requests of this nature fall into an emergency category and an immediate response increases the value of the help given. This note therefore proposes an official record of this type of help and a guideline for implementation. It is also suggested that extra costs arising from hospitalisation could also be dealt with in the same manner.

The following guideline is proposed:

The Trust will assist with the costs of home nursing care of registered persons. In exceptional cases they may also assist with costs of residential private nursing. The extent of Trust commitment, in time and total cost, will be decided by the Trustees based on the information given in each case, and taking account of other available sources of help, both statutory and private.

In an emergency the Trust officers are authorised to make a first payment of up to £500 pending further consideration by the Trustees.

Where a registered person is taken into a NHS hospital at a distance from his family, assistance with travel and accommodation costs to enable members of the immediate family to be with the patient may also be dealt with on the same basis.

Allocations Policy - Central Heating

Large grants to cover the cost of central heating installations have been agreed by Trustees at almost every Allocation Committee meeting since October 1988. These have been made available to those who are not yet exhibiting HIV symptoms as a preventative measure, and to those who are already ill where adequate heating is clearly of great importance. Some twenty five such grants totaling £41,300 have been agreed to date. Central Heating grants have an average value of £1,700 and the largest has been £2,500. Grants for this purpose have been paid to owner occupiers only.

In recent cases only partial grants have been made available because central heating is a home improvement which adds to the value of an applicants property and that for a much smaller outlay adequate heating of a less permanent nature can be provided.

No specific criteria have been available to Trustees to ensure consistent decisions regarding central heating grants, especially where only partial financial assistance is made available. This note therefore proposes an official record of the help that can be offered to members who make application for assistance with the cost of central heating installation.

The costs at annex show the best available figures resulting from consultation with a number of gas and electricity authorities and other sources.

The following guideline is proposed.

- 1) Central Heating grants should be available to members irrespective of their health state due to HIV. Where an applicant is "asymptomatic" central heating helps preserve health. Those already exhibiting symptoms need adequate heating.
- 2) Standard amounts loosely based on the cost of the most economical systems (electric storage heaters) should be made available. The following amounts are proposed:

Flats - £1,000
Houses - £1,500

Such amounts will guarantee that applicants could install a basic system with only a limited running payment in lieu of remaining capital cost. The option to select a different fuel or more elaborate system will remain with the individual.

- 3) Grants for this purpose can be made available to local authority and housing associations tenants where proof is provided that strenuous efforts have been made without success to persuade the authority/association to install central heating. No installation grants should be made available to applicants living in private rented accommodation, who instead receive help with portable heating appliances.
- 4) No means test should be employed to assess an applicants ability to pay for central heating. An element of means testing is implied by this proposal in any case, ie those who live in a large detached properties, and by inference are 'better off' than those living in small flats, will only be entitled to the maximum grant of £1,500.

Annexe

Respective cost of electric, gas, and oil based central heating systems.

	ELECTRIC	GAS	OIL
Flat	£950	£1900	N/A
Small Semi/ Terraced house	£1420	£2100	£2800
Large Semi	£1720	£2400	£3100
Detached House	£1900	£2700	£3500