

THE MACFARLANE TRUST

A meeting of the Board of Trustees held on Monday 26 January 2015 at 11am at Alliance House, 12 Caxton Street, London SW1H 0QS.

PART A

PRESENT	Roger Evans Paul Biddle Matt Gregory Eileen Jackman Vanessa Martlew Alasdair Murray Patrick Spellman	(Chairman)
IN ATTENDANCE	Jan Barlow Joyce Materego Victoria Prouse	(Chief Executive) (Director of Finance) (Director of Operations)

ADMINISTRATION

726.15 **Apologies for Absence**

Apologies for absence were received from GRO-A

727.15 **Minutes of Previous Meeting**

The minutes of the meeting held on 27 October 2014, which had previously been circulated in draft form, were agreed as a correct record.

728.15 **Matters arising from the minutes other than those itemised separately on the agenda**

There were no matters arising not covered elsewhere on the agenda.

FINANCE

729.15 **Current financial position**

The board received the financial position as at 31 December 2014.

JB drew the board's attention to the fact that due to underspends in a number of areas, the deficit as at 31 December was £180,785 less than budgeted for the period. This meant that if current trends continued, the total deficit at the year end would be less than the £808,000 budgeted for the year. Main areas of underspend related to trustee grants and primary beneficiary regular payments; the latter was due to a number of people changing income bracket in the last census. It was also noted that there was a small overspend in relation to widows' regular payments; this was due to additional widows presenting for payments in the current year.

730.15 **Budget for 2015/16**

JB advised the board that at a meeting with the Department of Health in December, officials had indicated that it was possible that MFT's allocation for 2015/16 may be reduced compared

with the present year. RE and JB would be meeting with DH again on 6 February 2015 to follow this up. Officials had also indicated that it was likely that MFT would not be advised of its allocation for the new financial year until quite late; notification for 2014/15 had been received on 1 April 2014.

The Chair reported that, at a meeting with DH on 12 December 2014, he had reiterated forcibly the need for the annual allocation to be increased so that it would allow the payments to beneficiaries to continue at least at current levels. It was made clear to DH that if this did not happen by 2017, then it would adversely affect the level of payments. The DH had also been given a strong case to enable increased benefits to be made. This would be followed up at the meeting on 6 February 2015.

In the light of this, the board agreed to work to a provisional budget for the year commencing 1 April 2015, based on the budget for 2014/15. Once the actual allocation was known, the board would revisit the budget at its April meeting and may need to make changes.

731.15

Investments

i) Investment policy

The board agreed the revised investment policy, amended in accordance with the decisions made at the October 2014 board meeting. The revised policy would now be shared with Sanlam, the investment managers.

ii) Investments as at 31 December 2014

The Board received the report of the Trust's investment position as at 31 December 2014. It was observed that performance against benchmark for the period was poor. It was noted that the benchmarks were based on investments having longer returns. However, as money had been drawn down from the portfolio faster than anticipated following the board's decisions in October, performance had been affected. The board was reminded that the strategy that it had adopted at its October meeting had been risk mitigation as opposed to high returns. This was because of the need to protect the level of reserves so that the organisation could continue to make up the shortfall in funding from DH for as long as possible, without being affected by fluctuations in the stock market.

The report was noted and it was AGREED that the Investment Manager would be invited to the July 2015 board meeting.

WELFARE

732.15

Grants Committee

- i) The board received the minutes of the meeting held on 5 November 2014. The board endorsed the Committee's decision to support HIV-related respite breaks.
- ii) The board received the minutes of the meeting held on 11 December 2014. The board endorsed the Committee's decision to increase the level of motability deposit support from £500 to £1000.
- iii) The board received the consolidated grant schedules up to 15 January 2015.

- iv) The Committee sought the advice of the board in relation to grant applications for dental implants. JB advised that dental implants were only available on the NHS in very limited circumstances. VM advised that she always tried to dissuade her haemophilia patients from having implants because of the problems of bleeding and the potential for infection associated with this type of dental work. It was agreed that whilst each case would be considered individually, in the majority of cases it was unlikely that grant applications for dental implants would be approved.
- v) In answer to a question from the Chair, PB confirmed that no applications from beneficiaries had been declined owing to funding availability.

733.15 Political developments

The board received a report from the Chief Executive setting out the latest position in relation to the APPG Inquiry, the Penrose Inquiry, the backbench debate which had taken place on 15 January 2015, and the legal case being pursued by 3 men infected with Hepatitis C.

It was noted that the Penrose Inquiry report was being published on 25 March 2015, just days before Parliament would be dissolved on 30 March 2015 in advance of the General Election. A briefing note and a copy of the APPG report had been sent by JB to all trustees by email on 14 January 2015. A draft response to the APPG Inquiry report, which would be sent from all 5 Alliance House entities, was discussed and agreed, subject to minor amendments.

GOVERNANCE

734.15 Trustees

The board noted the resignation of Alan Burgess with effect from 13 January 2015, and recorded their appreciation for all his work for MFT over the years.

MANAGEMENT

735.15 Chief Executive's Report

The Board received the CEO's report. In addition to the meeting with DH scheduled for 6 February 2015, RE and JB would also be meeting the Chief Executive of the Haemophilia Society on 29 January 2015.

736.15 Any Other Business

There was no other business.

737.15 Date of next meeting

27 April 2015, 11am