

THE MACFARLANE TRUST

A meeting of the Board of Trustees held on Monday 25 July 2016 at 11.00am at Alliance House, 12 Caxton Street, London SW1H 0QS.

PART A

PRESENT	Alasdair Murray	(Chair)
	Paul Biddle	
	Matt Gregory	
	Vanessa Martlew	(via teleconference)
	Jamie O'Hara	(via teleconference)
	Patrick Spellman	
IN ATTENDANCE	Jan Barlow	(Chief Executive)
	Victoria Prouse	(Director of Operations)

832.16 Apologies for Absence

There were no apologies for absence.

833.16 Minutes of Previous Meeting

The minutes of the meeting held on 25 April 2016, which had previously been circulated in draft form, were agreed as correct record.

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

i) Former minute 820.16 (i) – Department of Health allocation letter for 2016/17

The allocation letter had been received following the April board meeting, and circulated to Trustees by email. The allocation had been in line with what had been expected and therefore the draft budget which the board had agreed at its April meeting had been adopted for 2016/17.

FINANCE

835.16 Current financial position

The board received an analysis of the current financial position as at 30 June 2016. The figures, for the first three months of the financial year, were in line with budget, although expenditure on grants and on regular payments were running below budget, for the former due to less demand than previously, and for the latter due to a number of changes in beneficiary circumstances. Expenditure on management costs was also running below budget, but this was largely due to phasing issues at this stage of the financial year.

836.16 Annual Report & Accounts 2015/16

i) The board received the annual report and accounts for 2015/16. It was noted that the deficit at the year end was approximately £600,000 against the DH allocation. This was slightly lower than the figure which had been forecast in the end of year management accounts, which had been produced prior to the audit. It was noted

that investments as at 31 March 2016 had been valued at £1,602,117. As previously discussed, this meant that MFT could continue to fund activity at the existing level for a further year, ie 2016/17, but in order to retain the agreed General Reserve of £750,000, it would not be possible to do so thereafter.

The Trustees' Report which the board had received had been written prior to the Government's response to the consultation on *Infected Blood: Reform of Financial and Other Support*. JB had emailed to the board a document containing changes which were required to the Trustees' Report as a result; these were agreed.

Following further discussion, the board approved the Annual Report and Accounts for 2015/16, subject to the agreed changes to the Trustees' Report being made before they were signed by the Chair.

- ii) The board received the Auditor's management letter and discussed the issues raised in the Appendix. It was noted that the majority of these were legacy issues.
- iii) The board received the Letter of Representation and noted that paragraph 20 would need to be amended in the light of the Government's response to the consultation on scheme reform. JB would raise this with Ward Williams, and AM would sign the final letter on the board's behalf.

837.16 Investments

- i) The board received the report of the Trust's investments at 30 June 2016. It was noted that the value of the portfolio had increased slightly from £1,602,117 at 31 March 2016 to £1,628,858 at 30 June 2016. At the April 2016 board meeting, it had been agreed to review the investment policy at the July meeting, assuming the future of MFT was known; as there will still no clarity on this, it had not been possible to do so, but this would be a priority once the organisation's future was known.

WELFARE

838.16 Grants Committee

- i) The board received the minutes of the meeting held on 21 April 2016.
- ii) The board received the minutes of the meeting held on 2 June 2016.
- iii) The board received the management information pack which included the consolidated grant schedules up to 30 June 2016. It was noted that the turnaround times for Grants Committee grants for the first quarter of 2016/17 was 10 days and for Office Guidelines grants was 3 days. It was noted that there had been no appeals in the first quarter.

839.16 Political developments

The board received a copy of the Government's response to the consultation on *Infected Blood: Reform of Financial and Other Support*. This had been announced during David Cameron MP's final Prime Minister's Questions on 13 July 2016. The board noted that there were some improvements to support for beneficiaries compared with the original proposals, including an increase to non-discretionary payments (currently made through the Skipton Fund and MFET), the introduction of regular payments for those at Stage 1 Hepatitis C

infection, and the retention of the link to CPI. The retention of discretionary support was also cautiously welcomed, although until there was further clarity on this, the board could not take a view on whether any beneficiaries would be disadvantaged by the new arrangements; there were still concerns that some would.

The Government's response stated that there would be a new single scheme administrator to replace the existing five, and that this would become operational during 2017/18. However, the Department of Health had given no information to the existing organisations about the details of the new administrator. This was causing high levels of uncertainty for staff, and the board was extremely concerned about the impact this could have on staff retention.

It was noted that Lord Prior of Brampton had replaced Jane Ellison MP as Under Secretary of State for Public Health. Following discussion, it was agreed to write to the new Minister requesting a meeting to discuss the future, preferably in conjunction with the other Alliance House entities.

MANAGEMENT

840.16 Chief Executive's Report

There were no other items to report that weren't already covered elsewhere on the agenda.

841.16 Any other business

There was no other business.

842.16 Date of next meeting

Monday 31 October 2016, 11am.