

HIGHLAND HEALTH BOARD ENDOWMENT FUNDS

MEETING OF ENDOWMENT FUNDS COMMITTEE

Monday 3rd June 2024, at 10 am
Virtual Meeting Format (Microsoft Teams)

- All cameras should be turned on
- Use raise hand facility to discuss items – please do not use MS Teams chat

Distribution: 26 May 2024

AGENDA

Time	1.	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	Draft Minute of meeting held on 20th March 2024 The Board is asked to approve the minutes of meeting of 20 th March 2024.	pp.1-5
	1.4	Matters Arising	
	1.5	Rolling Actions	pp.6-12
	2.	ITEM	
10.05-10.20	2.1	Endowment Fund Lead Officer Report The Committee is asked to <ul style="list-style-type: none"> • NOTE Section 1 of the report • APPROVE one of the options in Section 2 of the report 	pp.13-25
	2.2	Corporate Fund briefing note The Committee is asked to <ul style="list-style-type: none"> • NOTE the report • APPROVE [one] of the options 	pp.26-29
10.20-10.35	3.	APPLICATIONS	
	3.1	Mentoring for Medics The Committee is asked to <ul style="list-style-type: none"> • NOTE and choose to either APPROVE/REJECT/DEFER the Application. 	pp.30-45
	3.2	Smoking Cessation scheme The Committee is asked to <ul style="list-style-type: none"> • NOTE and choose to either APPROVE/REJECT/DEFER the Application. 	pp.46-56
10.35-10.40	4.	FINANCIAL REPORTS	
	4.1	Fund Balances	Excel
	4.2	Donations	Spreadsheet
	4.3	Expenditure The Committee is asked to <ul style="list-style-type: none"> • NOTE the financial reports 	
	4.4	Budget Funds Allocation 2024/25 The Committee is asked to <ul style="list-style-type: none"> • APPROVE the recommendations 	pp.57-59
	4.5	Draft Accounts 2023/24 The Committee is asked to	To follow

		<ul style="list-style-type: none"> • NOTE the financial reports. 	
10.40-10.45	5.	National Charities Monies – Access and Use	
		Verbal update by Catherine Myles	
		The Committee is asked to	
		<ul style="list-style-type: none"> • NOTE the update. 	
10.50	6.	Any other Competent Business	
	7.	Date & Time of Next Meeting	
		Monday 2nd September at 10am , via Teams	
11.00		Close of meeting	