

**APPROVED**

**NHS Grampian Charity**

Minutes of Meeting of  
NHS Grampian Charity  
On 3rd October 2025 at 11.00-13.00  
Virtually by MS Teams

Board Meeting 19.02.26 Open Session Item 14.1.2
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<b>Present</b>	<b>Mr Dennis Robertson</b> (Chair)	Trustee and Non-Executive Board Member
	Dr Colette Backwell (Vice Chair)	Trustee and Non-Executive Board Member
	Cllr Ann Bell	Trustee and Non-Executive Board Member
	Prof David Blackburn	Trustee and Non-Executive Board Member
	Ms Alison Evison	Trustee and Non-Executive Board Member
	Mr Christopher Hewson	Advisor – NHSG Charity Sub-Committee
	Mr Steven Lindsay	Trustee and Non-Executive Board Member
	Ms Sian Mutch	Advisor – NHSG Charity Sub-Committee
	Mr Alex Stephen	Executive Director NHSG – Director of Finance
<b>Attending</b>	Ms Julie Anderson	NHSG Assistant Director of Finance
	Mr Gair Brisbane	Senior Portfolio Manager LGT Wealth Management
	Ms Lisa Duthie	NHSG Charity Lead
	Ms Linda Logan	NHSG Charity Administrator
	Mr Colin Loy	NHSG Finance and Business System Manager
	Mr Joshua Ryan	LGT Wealth Management

**Apologies**

<b>Item</b>	<b>Subject</b>	<b>Action</b>
<b>1</b>	<b>Welcome and Apologies</b>	
	Mr Robertson welcomed Mr Hewson to the board as a new Advisor. Noted as above.	
<b>2</b>	<b>Declarations of Interest</b>	
	Ms Evison made a declaration of interest in item 8 and made a transparency statement that she was an Aberdeenshire Council councillor, given the nature of the report and that she would remain in the meeting during this discussion.	

Item	Subject	Action
	Prof Blackburn had a declaration of interest in item 7.2 that Prof Zosia Miedzybrodzka works in his school and that he is not directly involved in the project.	
3	<b>Minutes of the meeting held 2 June 2025</b>	
	The minutes were approved as an accurate record.	
3.1	<b>Action Log</b>	
	Ms Duthie put forward a request to remove Items 1, 2, 4 and 12 as they are all connected and asked to create a new action that pulls them all together.	
	<b>Item 7 to be removed as complete.</b>	
	<b>Action: Ms Duthie to pull items 1, 2, 4 and 12 into one action as they are all related.</b>	LD
3.2	Any Other Matters Not On Action Log	
	Dr Backwell had a question on the grant management system and accommodation. Ms Duthie gave an update on the accommodation that herself and Mr Robertson had met with Alan Wilson a few weeks ago and since then have met with members of his team and things are progressing. The Charity are looking at permanent accommodation at the entrance of ARI with hot desking nearby for the Charity team.	
	Mr Loy gave an update on both the grants management system and our customer relationship management system that they haven't progressed and both systems are still waiting on information governance to sign off the data protection assessment.	
4	<b>Lead Officer Report</b>	
	Ms Duthie did not have anything in specific to bring out and was open to answer any questions and to make the committee aware that there was a note provided from Gair Brisbane added to the appendix of the report.	
	Ms Evison asked if the funding charging points at the Lady Helen car park was something that could make more use of elsewhere. Ms Duthie explained that it is something we are piloting and testing and working with the infrastructure team to progress to see what kind of results we got.	
	Ms Evison also asked as the social media is changing that the charity team are keeping on top of it and responding appropriately. Ms Duthie assured the committee that that the Charity were on top of it	
	<b>The committee thanked Ms Duthie for her report.</b>	
5	<b>Finance</b>	
5.1	<b>Financial Report to 31<sup>st</sup> August 2025</b>	
	Mr Loy gave an update on the financial report for 31 <sup>st</sup> August 2025.	
	The report covers the five months to 31 <sup>st</sup> August 2025.	

The Income and Expenditure position shows a net outflow of funds from the charity of £159,000 for that period.

The income is below budget for the five months at just under 9%. Within this charitable income is 20% below budget mainly due to general donation receipts being below what we expect.

The expenditure position shows that we are £4.8 Million behind budget with grant funding commitments at this point in the year. Grant funding commitments are understated as a result of putting through £0.5million for the closure of further historic grant fund awards with expenditure being credited for the value of the released funds. A total of £1.2 Million of funding has now been released over the last 6 months from the closure/cancellation of old grant awards.

There have been significant investments gains in the year to date as a result of the sale of some key investments due to ethical screening concerns. The net investments gains total over £4 Million for that period and that translates through to a notable step increase on the balance of the unrestricted funds reserve. .

The value of the investment portfolio has increased by over £2 Million since the financial year-end. This now exceeds the level of investment losses experienced in the previous financial year by £900k.

Mr Stephen asked for clarification on what the £4 Million increase was and also a question on the general donations of £1.2 million and that we had not received much of that in and if there was an issue between the distribution of the income budget across general donations and legacies.

Mr Loy explained the reason for the increase in our unrestricted funds were around the investments gains that have been made. The general donations income budget is based on historical income trends. The under-recovery of income against budget could potentially be a timing issue as budget is phased in equal twelfths. Further analysis would require to be undertaken to determine the causes leading to the current under-recovery.

**The Committee noted the financial activities and financial position of NHS Grampian Charity for the five months to 31 August 2025.**

## **5.2 Investment portfolio Update (Gair Brisbane)**

Mr Brisbane provided an update on the Charity's Investment portfolio.

The Charity's investment portfolio was at £51.6 million as of the 9 September 2025 and £53.2 million as of the 3 October and that the income is staying around the £1.7 million mark. Mr Brisbane emphasised the importance of investing funds for the medium to long term and demonstrated that over a 7yr+ time period the ability to generate a positive absolute return was significantly higher. The charity portfolio has performed well over the long term and has exceeded the CPI +3% return target. The portfolio performance was at 3.1% at the end of August. The income is sitting at

Item	Subject	Action
	<p>£1.61 million - ahead of the target. Mr Brisbane is not expecting any substantial changes or any capital drawdowns to the charity finances.</p> <p>It was noted that the holding for Microsoft while being one of the top performing stocks held within the portfolio, had recently been sold in full. Mr Brisbane explained that the holding had been sold due to an ethical breach being identified for Microsoft. Mr Brisbane explained the nature of the breach and following questions from the committee, outlined the process followed in identifying and acting in response to ethical breaches. Ms Duthie highlighted that the charity investment policy is set to be reviewed as part of an investment portfolio workshop for committee members later in October. It was agreed that the matter of the management of ethical breaches could be reviewed in more detail as part of this workshop.</p> <p><b>The Committee thanked Mr Brisbane for his update.</b></p>	
6	<p><b>Grampian Hospital Art Trust</b></p> <p>Ms Duthie explained that the proposal is to invite a 3 year funding application and business plan from GHAT for their Artroom programme.</p> <p><b>The Committee noted Ms Duthie’s request and welcome the paper at the next meeting.</b></p>	
7	<p><b>Funding Applications</b></p> <p>7.1 <b>Mozart Kubtec</b></p> <p>Ms Duthie provided a slide as there was a slight change to the maintenance costs being applied for. New figure of £76,614 for a 10 year maintenance contract.</p> <p>Prof Blackburn asked if the Charity or NHSG should be funding this. Mr Robertson explained that this will actual enhance what is on offer and it provides a better patient experience.</p> <p><b>The Committee approve the attached funding application at Appendix 1 for £204,654 for the purchase of a Mozart Kubetec 3D specimen radiography system and maintenance contract on the understanding Ms Duthie goes back to do some checks on the basis of the discussion held.</b></p> <p><b>Action: Ms Duthie to get clarification on the following. To find out if this should be core or none core. If this piece of equipment is a state of art piece of equipment. And the theatre capacity could cope with it.</b></p>	LD

Item	Subject	Action
7.2	<p><b>Research into “Immune dysfunction with anti-seizure medication”</b></p>	
	<p>Dr Backwell asked if these were new or existing staff. Ms Duthie said they were existing staff and that they will remain in the employment of the University after.</p>	
	<p><b>The Committee approved the application at Appendix 1 for £229,803.32 from the Neurology Fund for research into the effects of anti-seizure medications on immune dysfunction.</b></p>	
7.3	<p><b>Blair Unit Activity Room</b></p>	
	<p>Ms Mutch asked about the £9000 allocated for contingency and what happens to the money if not used. Ms Duthie explained it would remain with the charity if not required.</p>	
	<p><b>The Committee approved the attached application for £182,655 for the development of a dedicated activity room in the Blair Unit at Royal Cornhill Hospital.</b></p>	
7.4	<p><b>Baird &amp; Anchor: FoA Equipment</b></p>	
	<p>Ms Duthie gave an update on the history of this application and was asking approval from the committee once she has reviewed the amended papers and that they are in line with the original agreement to make the approval, and once the funds have been deposited with the Charity.</p>	
	<p><b>The Committee gave Ms Duthie the delegated authority to make the approval of £128,497.58 for enhanced clinical furniture from Friends of Anchor as part of the Delivering the Difference campaign (item 7.4 Appx. 2)</b></p>	
<b>8</b>	<p><b>Community Transport to Healthcare</b></p>	
	<p>Ms Duthie gave an update on Item 8 Community Transport to Healthcare and asked the committee if this was still something the committee were interested in supporting.</p>	
	<p>Dr Backwell asked if this was not core and that transport and health is important and is it not the public sector partners who should provide transport. Prof Blackburn seconded what Dr Backwell was asking.</p>	
	<p>Ms Evison commented that we need to find out if it is core and to whom it would be core to.</p>	
	<p><b>The Committee agreed that Item 8 Community Transport to healthcare is not something the Charity can fund.</b></p>	

Item	Subject	Action
9	<p data-bbox="288 159 667 203"><b>Staff Health &amp; Wellbeing</b></p> <p data-bbox="288 241 1417 353">Ms Duthie gave an update on this paper following the last meeting. Legal advice has been provided by Turcan Connell and was noted in the paper the committee received.</p> <p data-bbox="288 392 1417 465">Ms Duthie brought the paper back for confirmation if the committee want the charity to continue the work as outlined and agreed at the last meeting.</p> <p data-bbox="288 504 1417 616">Mr Robertson said the legal advice was welcome and that it helps the Charity move forward in a way that was discussed before and we now have the clarity in terms of the legal advice.</p> <p data-bbox="288 654 1417 728">Mr Stephen welcomed the paper relating to the fund steward on how the charity engages with them and the improvements that are being made.</p> <p data-bbox="288 766 1417 840">Mr Stephen asked for clarity on the reason why the gym activity was amber while the other ones were red.</p> <p data-bbox="288 878 1417 1086">Ms Duthie explained that there was a bit of scope around the gym and views were on promoting low cost activities like walking. The setting up of a short life working group will now be progressed with a broad range of staff invited to participate. The charity now has access to the equitable access to charity funds working group that was commissioned by June Brown and that the group had been very helpful to the charity.</p> <p data-bbox="288 1124 1417 1377">Mr Lindsay commented that there were two different groups being discussed the group that June Brown set up that exists, and the short life working group that Ms Duthie has talked about but has not been set up yet and his concern is that the staff should have the right to be involved in decisions which affect them. Ms Duthie explained that the charity had been waiting on the legal advice so that we had the correct guidelines before setting up the short life working group.</p> <p data-bbox="288 1415 1417 1563"><b>A robust consideration of the paper by Trustees was undertaken and the committee agreed that Ms Duthie should progress this work and set up a short life working group to review staff wellbeing and development support, as well as inform Fund Stewards of the changes.</b></p> <p data-bbox="288 1601 1417 1675"><b>Action: Ms Duthie to send to send out a letter to all trustees informing them of the legal advice.</b></p>	LD
10	<p data-bbox="288 1742 391 1787"><b>AOCB</b></p> <p data-bbox="288 1814 462 1854">None noted</p>	
11	<p data-bbox="288 1915 1005 1960"><b>Date of Next Meeting/Dates of Future Meetings</b></p> <p data-bbox="288 1993 566 2060">19 December 2025 27 March 2026</p>	