Minutes of the Trustee Board 2024

Hymans Robertson Foundation Trustee Board

MS Teams Tuesday 1 October 0900-1100

Present

Gill Tait GT (Chair)	Marcella Boyle MB (CEO)	Rachel Nixseaman RN (Trustee)
Sarah Gilmour SG (Secretary)	Graham Stevens GS (Treasurer)	Atta Yaqub AY (Trustee)
Lucy Steers LS (Trustee)	Tracey Washbrooke TW (Trustee)	Rise Ellis RE (Co-opted)
Paul Waters PW (Trustee)	Abhishek Srivastav AS (Trustee)	Marjory Logie ML (Minutes)
Peter Carver PC (Trustee)		

Guests: Pauline Wilson – FARE Scotland (Charity Partner)

GOVERNANCE

1 Opening Remarks

Apologies for absence: GS, SG and PW.

The Chair welcomed everyone to the October Trustee Board Meeting and confirmed the Meeting was quorate. The Meeting was held on a hybrid basis with members attending in person in Hymans Robertson LLP (HRLLP) offices and online via Teams.

AY agreed to prepare the October Board briefing blog for end October 2024. The Board was reminded to submit comments/approval for the HRF Community Fund Paper

2 Declaration of Interests

The Board was reminded to complete and return Annual Declarations to the Secretary by end October 2024.

3 Approval of Minutes

Minutes of the July Trustee Board Meeting and redacted April 2024 Trustee Board minutes for website publication, copies of which had been distributed prior to the Meeting, were approved.

4 Review of Actions from previous meeting

All closed actions were noted; open items will be reviewed at next Trustee Board meeting.

5 Treasurer's Report

Paper taken as read. TW confirmed her formal handover to cover Treasury with GS in advance of his annual career break and that PC will be the second signatory. SG had previously confirmed annual accounts have been reviewed and will be signed off by the December 2024 deadline. MB thanked everyone for their support.

6 Trustees Updates

Trustees shared updates on activities undertaken in their role as Ambassadors for the HRF.

7   Risk Register

AS presented an in depth review of Compliance risks and highlighted new/revised Risks. MB provided assurance to the Board on actions and updates taken to mitigate risks. It is proposed that the next risk review will focus on Governance.

8   Positive Journey – FARE Scotland, Pauline Wilson (0945-1000)

Pauline Wilson from FARE Scotland, presented an update on the Wee Bursary which is administered by FARE Scotland on behalf of the Foundation and group of funders, and emphasised the extent of its impact since the launch in October 2023. The focus on providing holistic support has been especially beneficial enabling collaboration with other charity partners. 2023/24 figures evidence over 370 individuals supported with an average grant of £195 with the highest area of support for Hardship Funding. Partnership with Vodafone allows subsidised data provision to young people. A collaboration with Dress for Success (Glasgow) has successfully provided suitable clothing to young people, and a longer term partnership is in development.

The Chair thanked PW and FARE Scotland on behalf of the Board.

9   Further reflections on shifting our language (ref July meeting paper)

The Board noted ongoing work on our language (Papers and website) to ensure that our values and culture continue to develop.

WELL INFORMED

10   Volunteering Sub Committee – update on Value of Volunteering

PC presented a paper on the objectives and approach to developing a monetary value for volunteering, and the considerations behind the outcome of distinct rates for skilled and non-skilled volunteering. These values will be shared with the volunteer groups responsible for facilitating volunteering at Hymans Robertson LLP.

11   CEO Update

The CEO Report was taken as read.

12   Board Forward Plan (For Information)

13   Copy of AS April Blog for internal LLP publication (For Information)

14   Governance Tracker – Information

FUTURE PLAN

15   Date of next Meeting

11 February 2024 1000-1200.

SELF REVIEW

16   CPD materials

All links included within the Board agenda.

CLOSING ITEMS

17   AOCB

October 2024