

Minutes of the Trustee Board 2025 Website

Hymans Robertson Foundation Trustee Board

MS Teams Tuesday 22 April 2025 1300-1500

Invited

Gill Tait GT (Chair)

Marcella Boyle MB (CEO)

Paul Waters PW (Trustee)

Sarah Gilmour SG (Secretary)

Tracey Washbrooke TW (Trustee)

Rachel Nixseaman RN (Trustee)

Lucy Steers LS (Trustee)

Abhishek Srivastav AS (Trustee)

Marjory Logie ML (Minutes)

Peter Carver PC (Trustee)

Atta Yaqub AY (Trustee)

GOVERNANCE

1. Opening Remarks

Apologies: Abhishek Srivastav; Rachel Nixseaman; Atta Yaqub.

The Chair welcomed everyone and confirmed the meeting was quorate. The meeting was held on a hybrid basis with members attending in person at Hymans Robertson LLP (HRLLP) offices and online via Teams. The Board was advised on changes to the agenda structure, notably the inclusion of consent items. Consent items for Noting (information/awareness); Consent for Approval items (will include confirmation papers of items previously approved by the Board). Trustees should continue to submit comments/questions on agenda items in advance of the meeting (to the Secretary or CEO).

RE agreed to prepare the April meeting blog with RN as reviewer.

Reminder to HRLLP Trustees to record their volunteer time including any associated activity.

2. Declaration of Interests

None.

3. Approval of Minutes (Approval)

The Board approved the minutes of the February 2025 Board Meeting, and the redacted October 2024 Board Meeting minutes for the HRF website.

4. Review of Actions from previous meeting (Approval)

All closed actions noted. Open items tabled for review at next Trustee Board meeting(s).

CONSENT AGENDA ITEMS

5. Risk Register (Approval)

No comments received. The Board was advised a deep dive on the Risk Register is tabled at the July Board, led by AS.

6. Longer term financial forecast (Presentation)

TW presented the long-term financial forecast.

TW advised work is underway to further develop the financial management framework, including review of financial escalation triggers.

The Board supported the work to establish clear escalation points and responses.

GT confirmed TW has agreed to formally take on the Treasurer role, and updated the Board that work is in progress to appoint a Vice Treasurer, most likely from the HRLLP.

The Board approved TW's appointment.

7. Paper A: 2025-2028 Business Plan (Approval)

It was noted the Business plan provides context for the 3-year "Achievement" business plan, including the external funding and UK third sector environment. The Board agreed they were content with this.

MB reminded the Board that from April 2026 bursary funding will become city-based only.

Section 5, Table 1, MB highlighted the impact of leveraging additional funding and assured the Board on progress to secure additional funding for the 3 other city locations.

Section 6: MB advised the full impact report will be circulated for the July Board.

Section 7, Marketing and Communications, the Board were advised that MB, SG and LS had met to discuss how to mark the HRF 10 Year anniversary. LS will bring a paper to the Board for discussion.

MB highlighted the challenges of the external funding environment and an increase in other grant makers pausing funding to charities. This will focus HRF on doing more in our communities.

The Board approved the Business Plan.

Paper B: Annual Action Plan 2024/2025 Close Out (Noting)

A revised paper will be issued separately via email.

8. Trustee Updates (Verbal)

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

9. Scott Wright, Works Plus Update (Presentation)

SW presented an update on the impact of Works Plus programmes for young people, demonstrating improvements in employment rates, mental health, and overall well-being. Plans include extending support to a broader age range and increasing the number of qualifications offered, building on successful pilot projects.

There is continued focus on community engagement and developing strong relationships with local employers to provide supportive pathways into employment for young people. SW shared the findings of pro bono work by PA Consulting that found for every £1 spend on Works Plus, it was estimated that the potential benefit back to society is £3.90.

WELL INFORMED

10. CEO Update (Presentation)

The Board approved the change to the CEO update (from document to slide deck). The CEO Report was taken as read. GT thanked MB for her report.

AOCB

Paul Water formally noted as Vice Chair.

The Board are advised GT will be retiring next year and PW will take on the Chair role.

FUTURE PLAN

12. Date of Next Meeting (Noting)

29 July 2025 at 0900-1100.

SELF REVIEW

All links included within the Board agenda.

CLOSING ITEMS

None.