**Oxford Health Charity Committee**

Minutes of the extraordinary meeting held on   
Wednesday, 25 March 2015 at 14:30   
in the Boardroom, Chancellor Court, Corporate Services, Oxford

**BoD 68/2015**

(Agenda item: 22ii)

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| **Present:** |  |
| Anne Grocock | Non-Executive Director (the Chair) |
| Alyson Coates | Non-Executive Director |
| Justinian Habner | Trust Secretary (Minutes) |
| Yvonne Taylor | Chief Operating Office |
| Lyn Williams | Non-Executive Director |
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| **In attendance:** | |
| Philip Bonnier | Project Manager, OUH Charitable Funds Department |
| Anne Brierley | Service Director – Older People’s Directorate – *part meeting* |

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| **1.** | **Welcome and Apologies for absence** |  |
| a | Apologies for absence were received from: Ros Alstead, Director of Nursing and Clinical Standards; Geoff Shepherd, external committee member; and Gerald Sheeran, Head of Financial Services. |  |
| **2.** | **Declarations of interest/related party transactions** |  |
| a | There were no new declarations of interest or of related party transactions. |  |
| **BUSINESS ITEMS:** | | |
| **3.** | **Rapid access to Muscular Skeletal physiotherapy for staff in the Older People’s Directorate** | **Action** |
| a  b  c  d | The Chief Operating Office presented Paper CC 15/2015 and outlined the proposal to utilise £47,000 of the Older People’s Directorate (**OPD**) charitable funds for a six month pilot to offer very rapid and local Muscular Skeletal (**MSK**) physiotherapy to OPD staff who were injured.  In addition, the Chair noted that Philip Bonnier had tabled a paper which explained that the Charity’s funds could be used for this purpose if the Committee so desired but set out a number of questions for the Committee to consider.  The Committee discussed the proposal and noted that whilst it appeared that an individual had already been appointed to undertake the role envisaged in the pilot, the Chief Operating Officer confirmed that this action had been taken by the Directorate unilaterally and it did not bind the charity or indeed the Trust to approve the proposal. If approval was not forthcoming the risks associated with the action already taken would sit with the Directorate.  *Anne Brierley joined the meeting at this point.*  Anne Brierley explained to the Committee the rationale for the proposal and outlined the likely benefits arising from the pilot. She also explained how the proposal differed from the standard service provided by Occupational Health and demonstrated how it would represent an additional enhanced service above and beyond the standard service. |  |
| e  f | The Committee discussed the proposal and took account of Philip Bonnier’s report and agreed the following:-   * reports (at 3 months and then after the 6 month completion) should be presented to the Committee providing an evaluation of the pilot and demonstrating how the Charity’s funds had been utilised. This should be in addition to the general evaluation of the pilot that would determine whether or not the service should continue to be supported, by whatever means, after the 6-month pilot; * ensure that the Fund Advisors, for the funds identified by Philip Bonnier as being required for this proposal, were supportive of the initiative; and * that thought to be given to publicising the pilot and its results through papers in relevant journals.   Anne Brierley agreed address each of these points.  **The Committee approved the report and the proposal to grant £47,000 of charity funds (from identified funds) for the MSK pilot project in the OPD.** | **AB/YT** |
| **4.** | **Any Other Business** |  |
| a | None |  |
| The meeting was closed at 1500. | |  |
| **Date of next meeting: Thursday, 07 May 2015 09:30-11:30** | |  |