

**MINUTES OF THE COUNCIL MEETING HELD IN THE ROYAL SUITE, HILTON HOTEL, BLACKPOOL ON
9TH OCTOBER, 2011 AT 9.15am**

TRUSTEES PRESENT	Mr K Modi	Lister Hospitals KPA
	Mr. R. Bradbury	SAKA
	Mr R Price	Six Counties KPA
	Mr M Abbott	Gloucestershire KPA
	Mrs S Lines	United Norwich KPA
	Miss T Sinclair	Wessex KPA
	Mrs B Morris	Lancs and South Cumbria KPA
	Mr M Walker	Lincolnshire KPA
	Miss C Lewis	Young@NKF

In attendance	Mr. T. Statham	Chief Executive
	Mr N Palmer	National Advocacy Officer
	Ms. M. Parkin	Office Manager
	Miss J Thorpe	Senior Office Administrator

Plus 25 Official voting delegates (as per register) and 23 non-voting delegates as per the Attendance Register

A quorum of 30% of official representatives was met. The start of the meeting was slightly delayed until 9.25am

Kirit Modi welcomed everyone to the meeting.

579 APOLOGIES FOR ABSENCE

Apologies had been received from Marion Higgins, NKF Chairman, Tony Reid, Chesterfield KPA, Ken Tupling, SAKA, David Myers, Royal Free KPA

580 MINUTES OF COUNCIL MEETING HELD ON SATURDAY, 26th March 2011.

It was proposed by Colin King Dudley KPA seconded by Royal Bradbury SAKA and agreed unanimously the minutes of the meeting held on 26th March, 2011 be approved and signed by the Chairman as a true record.

581 MATTERS ARISING

There were no matters arising.

582 CHAIRMAN'S HALF YEARLY REPORT

Kirit Modi addressed the meeting initially referring to the press release made by NKF on 8th October, 2011 in which it was revealed the latest statistics from NHSBT had confirmed it was highly likely the 50% increase in organ donation promised by 2013 would not be reached. He continued by providing comparison data between 2007/8 to 2011 if the trends continued the 50% increase could not be achieved. Chris Rudge had headed the team who were driving the Task Force recommendations, but this team had now been disbanded and Chris Rudge who had recently retired, would not be replaced. The Department of Health (DH) could not provide answers as to who would take charge of the situation, which had created an uncertain vacuum period. NKF had issued the information as a press release which would be sent to all Kidney Patient Associations (KPA's). Jim Rae St Helier KPA stated in 2009 there had been 7,000 on the waiting list the latest figure is 6871 – the gap is not narrowing. Many more had signed up to the donation register but this was not delivering. Simon Lloyd Tyneside KPA felt NKF were sending out confusing messages. A drive to retrieve organs from Accident and Emergency (A&E) but at a recent meeting of the National Health Service Blood and Transplant (NHSBT) Timothy Statham had questioned the value of the donor card. Kirit Modi stated he was not aware of any questions relating to the donor card, but could confirm that 79 donors had come from the A&E route. The question remains is it happening consistently throughout the country and the answer is no. To reach the target every hospital should do its best. Simon Lloyd stated logistically it could not work. Teams in hospitals and supporting Coroners would not know if there is a potential to get more organs. Kirit Modi stated NKF would welcome information from the KPA's – Consultants may be reluctant. He continued by stating it was now time for the KPA's and NKF to work together and support each other from a local to a national level.

Dennis Crane – Regional Advocacy Officer (North) reported on a transplanted related issue. At the moment there is a variety of practices for live donor reimbursements and due to this there is a new national policy to be set up which will be out as a draft in 2012 .

Jim Rae St Heliers KPA apologised to the NKF on the delay from St Helier and stated they had no problem with the change of policy attached to the National Tariff allocation on Dialysis Away from Base (DAFB) from 12 – 6. Simon Lloyd stated Donal O'Donoghue had said there would be no limit to DAFB when using any NHS unit.

It was proposed by Robert Price Six Counties KPA, seconded by Sharman Maxwell West London KPA and agreed unanimously to accept the Chairman's Half Yearly report.

583 FINANCIAL STATEMENTS

Financial Statements providing information relating to period August 2011 together with year to date information had been circulated prior to the meeting. NKF Treasurer Raymond Mackey gave the following report.

The financial statements distributed previously relate to the period end of 31st August, 2011. The following report provides a general overview of the interim financial situation at that time. Figures are rounded.

Balance Sheet

Fixed Assets of £1,564,788 includes the main assets of the NKF. The HQ premises, including equipment, furniture and fittings etc all fall within this category together with NKF investments.

Current Assets of £144,621 includes an amount £7681 which relates to NKF invoices awaiting payment. Deposits and cash in this instance relate to the petty cash which is kept for sundry payments for the office.

Current Liabilities Creditors are companies NKF currently owe money to. As at the end of August NKF owed a total of £16,243. This amount varies throughout the month but in the main is cleared down when the month end payment run is made. Currently the amount outstanding is £13,092 which includes invoices from Pyramid Print who have recently printed Kidney Life and £6035 outstanding to the Inland Revenue which will be paid in accordance with the pay dates stipulated by them. Accruals are paper transactions which are making allowances for an expected invoice for work carried out on NKF behalf. Currently, a monthly accrual is made to reflect the costs which will be incurred for the audit at the end of 2011.

Total Current assets less current liabilities are £128,378. The Balance sheet returns a total of £1,693,166

Income & Expenditure

Income received during August 2011, achieved £40,107 compared to £83,776 in 2010 but this can mainly be attributed to a legacy which had been received. NKF Roadshow income has also increased with a total to date of £26,111 compared to £19875 in 2010. Numbers are slightly higher at this time which means more people are taking advantage of the early bird price. Fundraising has also shown an increase for period of £2582 compared to £841 in 2010. Lottery income to date has achieved £36,837 compared to £46,391 in 2010.

Fundraising Expenses of £279 relates to expenses incurred by the Fundraising sub-committee for a recent HQ meeting.

Charitable Expenditure

Charitable expenditure for August accrued £24,586 with a year to date figure of £156,395. Charitable expenditure for the same period in 2010 had accrued £152,229. Increases for 2011 can be attributed to Helpline, Kidney Life, Patient information leaflets, but many of these are variable due to the times in which invoices for Kidney Life etc are received.

Support & Management

August accrued a figure of £16304 and a year to date figure of £152,696. When compared to 2010 the year to date figure was £155,634. An every watchful eye is kept on all items under this heading to ensure the minimum cost is incurred on administering the charity. Insurance relates to the Indemnity insurance NKF secure on behalf of all participating KPA's. The contribution from the KPA this year has been £90 per organisation. The insurance provided is equal to that of NKF and due to bulk purchase is a lower cost than KPA's could attain it for themselves. Depreciation and amortisation increase on a monthly basis.

In Comparison

Total Income of £40107, less expenditure £41168 has resulted in a net loss of (£1061) with a year to date net gain of £21.412

Current Account – for information - the total value of the current account as at 30th September stands at £120,173.

Investments – The NKF is now advised by an Independent Financial Advisor (IFA).

The investments held by NKF include £250,000 held with Scottish Widows and £700,000 held with Standard Life Wealth.

The Scottish Widows investment is a long term investment and is only guaranteed to return the original investment. It is hoped improvements in the world economies over the next two to three years will be seen and a good return gained.

Standard Life Wealth investment is a diverse investment spread over many traditional and non-traditional assets both at home and abroad, which it is considered best placed to deal with the current economic climate.

Final Statement

World markets and banking institutions remain extremely volatile with many outside influences affecting the UK particularly that of the European sector. The situation is not expected to improve for some time to come. With these continuing fluctuations it is vital the NKF remain vigilant when considering its investment portfolio.

NKF is aware the Charity Commission has launched a public consultation about investment advice. In the latest draft the Commission confirms that charities can validly consider seeking a return which brings social as well as financial benefits.

The Commission has updated its guidance to reflect how policy and practice have moved on since the last revision to its guidance in 2003. Many charities are now investing to deliver both a financial return and a direct social benefit, often described generally as 'social investment'. This may involve considering ethical issues or how an investment helps further the charity's aims directly. Sometimes, these ways of investing can achieve even more for beneficiaries and can therefore represent the best overall return for the charity.

NKF will continue to seek advice from its IFA and other advisory bodies and keep a watchful eye on current financial issues.

Chris Stout North East KPA asked if the monthly figures could be dropped and a year upon year comparison provided. Margaret Parkin Office Manager explained NKF had used SAGE for a relative short period of time. The NKF Executive committee had also requested a similar reporting method and SAGE had been asked to develop reports for both income and expenditure and the balance sheet. The work was ongoing. Mark Davis, North Staffs KPA stated information could be exported to an excel file and adapted, but it was explained once the month and or year was closed down this was not possible. On a go forward basis the only way to achieve this would be to store month upon month information separate to SAGE. He also raised a query relating to the mispostings showing on the accounts and it was explained this had been an error relating in the main to depreciation.

Guy Hill North West Region KPA suggested NKF need to clarify the underlying bank supporting the Scottish Widows investment. Whilst the investment may be appeared to be supported by just one bank this may not be the case.

Kirit Modi stated NKF Governance and Finance sub-committee had been created to deal with this type of issue. Everyone is experiencing difficult times and it is extremely hard to manage money.

It was proposed by Denny Abbott Gloucester KPA, seconded by Simon Lloyd Tyneside KPA and carried by a majority vote of 23 with 1 abstention.

584 NKF ROADSHOW 2011

Barbara Morris began by asking for comments on the Roadshow. Sharman Maxwell West London KPA stated the speakers had been excellent and patient speakers hilarious. Roy Bradbury SAKA congratulated the team on providing the Saturday evening entertainment which had been enjoyed by everyone. Pauline Pinkos was personally thanked for suggesting "Revival" band. Barbara Morris explained the Strictly NKF salsa demonstration which had been planned had been marred by faulty equipment in the hotel's nightclub. She continued by stating it was becoming more and more difficult to attract delegates to the Roadshow. In recent years 400 had attended, this year it had dropped to 300. Many of the usual exhibitors had not attended. It is appreciated the current financial situation is not helping anyone and costs are high to attend the event. Roadshow next year had been booked at the Hinckley Island Hotel from 12th to 14th October. The midlands area always attracts more day delegates. Deborah Duval stated NKF should seek further funding to assist with delegate costs. Timothy Statham reported it had been a difficult year and he could not guarantee sponsorship for 2012. The Roadshow at Hinckley had been recorded as best ever and if this success could be repeated perhaps sponsorship would be easier. He added he felt it was time to move away from Blackpool and perhaps consider three venues, North, South and Midlands. Ian Cundell felt that this could diminish numbers further, however members of the council pointed out that Mr Statham meant three venues over there

years – not all in one year. Jim Rae, St Helier’s KPA stated aspirations of venue needed to compare with people’s pockets, hotels are undoubtedly expensive. Many holiday camps throughout the UK would welcome the income at a time of year when most were expecting business to slow. Accommodation was usually of a high standard. Guy Hill North West Region KPA stated patients wishing to attend via their KPA were fully funded and, therefore cost or distance was not an issue. He felt it was a lack of motivation to attend which was the problem. Kirit Modi thanked Addenbrookes KPA who had brought a delegation of 16 attendees. He asked everyone to complete their questionnaires as the information was invaluable. He then thanked Barbara Morris and her Roadshow team for an excellent event. Barbara Morris thanked Margaret Parkin and all the Worksop office for their hard work.

585 Propositions received from Tyneside KPA

- a. The National Kidney Federation should take steps to ensure that all eligible haemodialysis patients, under the criteria of the NHS Healthcare Travel Costs Scheme, who use their own transport to travel to and from dialysis get sufficient mileage payments from their Trust to cover their fuel costs in full. We also ask that the tariff is reviewed and revised as necessary at least twice a year
- b. That the NKF works to get the same mileage payments for all haemodialysis patients who provide their own transport.

Simon Lloyd Tyneside KPA stated Haemodialysis (HD) patients using their own vehicles for hospital visits were struggling to meet their petrol costs. He was requesting NKF to take action to ensure all HD patients were not penalised for using their own transport. Patients using public transport were reimbursed fully. This was basically a two tier system. Tony Parry North West Region KPA stated the forms which the NHS required completing hardly made the result worthwhile. The KPA pay £25.00 per year towards costs. Ann Glover, Southport Kidney Fund pay patients 12p per mile if travelling over three miles. Mark Davis North Staffs KPA stated whilst 11p per mile was paid, the paperwork was extremely confusing. Robert Price Six Counties KPA suggested a call to action day when all patients went by ambulance.

Kirit Modi suggested it was a very complex matter which needed to go before the next Executive Committee meeting for discussion.

Sharon Orpen Dudley KPA asked for clarification of whether the wording should be changed from mileage to fuel, as the NHS use fuel costs. Simon Lloyd requested the wording should stand as is.

It was proposed by Simon Lloyd Tyneside KPA, seconded by Roy Bradbury SAKA and agreed unanimously the propositions be taken forward to next NKF Executive Committee for discussion.

There being no further business the meeting closed at 10.20am

ChairmanDate