



**COFNODION Y CYFARFOD PWYLLGOR CRONFA ELUSENNOL  
CYMERADWYO/ APPROVED  
MINUTES OF THE CHARITABLE FUNDS COMMITTEE MEETING**

<b>Date and Time of Meeting:</b>	30 <sup>th</sup> June 2021 9.30 a.m.
<b>Venue:</b>	Boardroom, Ystwyth Building, Hafan Derwen, St David's Park, Carmarthen (via Microsoft Teams)

<b>Present:</b>	Mrs Delyth Raynsford, Independent Member (Committee Chair) Mr Iwan Thomas, Independent Member (VC) Miss Maria Battle, Chair (VC) (part) Ms Anna Lewis, Independent Member (VC) Ms Ann Murphy, Independent Member (VC) Mrs Mandy Rayani, Director of Nursing, Quality & Patient Experience Mr Huw Thomas, Director of Finance (part)
<b>In Attendance:</b>	Mrs Nicola Llewelyn, Head of Hywel Dda Health Charities Mrs Jennifer Thomas, Senior Finance Business Partner (VC) Mr John Evans, Assistant Director (VC) (part) Ms Tara Nickerson, Fundraising Manager (VC) Mr Peter Skitt, County Director (Ceredigion) (VC) (part) Mrs Claire Williams, Committee Services Officer (Secretariat)

<b>Agenda Item</b>		<b>Action</b>
<b>CF(21)21</b>	<b>INTRODUCTIONS AND APOLOGIES FOR ABSENCE</b>	
	The Chair, Mrs Delyth Raynsford, welcomed all to the meeting, extending a warm welcome to Mr Iwan Thomas, newly appointed Independent Member and Charitable Funds Committee (CFC) Vice-Chair.  No apologies for absence were received.	
<b>CF(21)22</b>	<b>DECLARATIONS OF INTEREST</b>	
	No declarations of interest were received.	
<b>CF(21)23</b>	<b>MINUTES OF THE PREVIOUS MEETING HELD ON 9<sup>th</sup> MARCH 2021</b>	
	<b>RESOLVED</b> - that the minutes of the Charitable Funds Committee meeting held on 9 <sup>th</sup> March 2021 be <b>APPROVED</b> as an accurate record of proceedings.	
<b>CF(21)24</b>	<b>TABLE OF ACTIONS FROM THE MEETING HELD ON 9<sup>th</sup> MARCH 2021</b>	
	An update was provided on the Table of Actions from the meeting held on 9 <sup>th</sup> March 2021, with confirmation received that all outstanding actions have been progressed.	

<b>CF(21)25</b>	<b>SELF ASSESSMENT OF COMMITTEE EFFECTIVENESS (RESULTS)</b>	
	<p>Members were presented with the Self Assessment of Charitable Funds Committee Effectiveness 2020/21 report, identifying the outcomes from the annual self-assessment exercise, noting six completed questionnaires had been returned. Members were advised that for 2020/21, a new approach to the self-assessment had been introduced, adopting the style utilised by the Quality, Safety &amp; Experience Assurance Committee, to elicit greater feedback in order to shape and influence the agenda of the CFC going forward. In addition to specific domain questions, comments were invited on any improvements for consideration to assist the CFC in drawing up its own plan for improvement. It was agreed that recognition of what has worked well would be a helpful platform with which to move forward, and the greater focus on organisational risks to inform the agenda and work of the CFC would enable a further move towards a more strategic outlook. Members were thanked for the constructive feedback received.</p> <p>Ms Anna Lewis commended the wealth of ideas in the narrative style presented and the positivity and reflection associated with the actions to be taken forward.</p> <p>Mr Iwan Thomas stressed the importance of highlighting the Health Board's charity's purpose and role, and the benefits, hope, and aspiration it can provide to recipients.</p> <p>Miss Maria Battle enquired how staff could be better informed of the work of the charity and how they could be encouraged to access charitable funds, and in response, Mrs Mandy Rayani advised that examples of communication, such as "pictures on a page", are being pursued in order to showcase the charity to HDdUHB staff and beyond. Ms Ann Murphy enquired whether something similar to the health and safety seven minute briefing guides could be developed for the charity and Mrs Rayani undertook to pursue this with Mrs Nicola Llewelyn.</p> <p>Members were assured by the actions contained within the Self Assessment of Committee Effectiveness 2020/21 report.</p>	
	<p>The Committee received <b>ASSURANCE</b> that the actions contained within the Self Assessment of Committee Effectiveness 2020/21 report would be taken forward as part of a wider governance review.</p>	

<b>CF(21)26</b>	<b>CHARITABLE FUNDS SUB-COMMITTEE UPDATE REPORT</b>	
	<p>Members were presented with the Charitable Funds Sub-Committee (CFSC) update report providing a summary of the CFSC's activity between 1<sup>st</sup> March and 31<sup>st</sup> May 2021, together with revised Terms of Reference. It was noted that the initial meeting of the CFSC, under its revised terms of reference and with its new membership, had been held on 10<sup>th</sup> May 2021, with Mr John Evans, Assistant Director, Medical Directorate, nominated as Chair and Mrs Christine Davies, Assistant Director of Organisational Development, acting as Vice-Chair. It was</p>	

further noted that a review of the charity forms and processes for submitting applications is being undertaken. Two requests for the establishment of new charitable funds had been considered at the May 2021 CFSC meeting, both of which emanated from individual Intensive Care Units. Although the requests had been supported in principle, queries had been raised on the rationale for creating separate funds and whether the model is aligned with the expenditure plans for scheduled care. It had therefore been suggested that a single application be made, which is currently being progressed by the operational teams.

Mrs Raynsford queried whether there had been any historic barriers in place preventing staff applying for funds, and in response, Mrs Llewelyn emphasised the challenges associated with staff understanding the governance process relating to expenditure associated with capital, estates, learning and development, etc. However, it is anticipated that, going forward, collaborative working with finance business partners will support services in effectively submitting requests for expenditure. Mr John Evans emphasised the challenge of ensuring that services are aware of what charitable funds can be utilised for, and the difference between core activity and those that are “over and above” this. It is anticipated that the re-designed process put in place will provide service managers/general managers with the opportunity to attend CFSC meetings to present their requests and to address any questions raised.

In response to how quickly applications for funding below £10,000 can be dealt with, Mrs Llewelyn confirmed that the process is straight forward with clear guidelines in place, and provided the application is completed correctly, can be processed within 24-48 hours. However, this timescale can be delayed if the application does not comply with HDdUHB procurement and financial procedures.

Miss Battle enquired whether HDdUHB utilises something similar to the eligibility guide (red and green categories) for applying for funding used by Cardiff & Vale University Health Board (C&VUHB). Mrs Llewelyn responded that the guide used by C&VUHB originated from HDdUHB and is used as an aide memoire for staff to fully understand eligibility. Members noted that the majority of bids are submitted by service delivery managers, however staff across all areas are now being encouraged to submit applications for funding.

Mr Iwan Thomas emphasised the importance of ensuring that any charity related communications issued promotes inclusivity, and are developed using a single, simple and accessible format, suggesting the use of animated infographics which can be played on a smart phone or tablet.

In response to Mrs Raynsford's enquiry concerning the ongoing costs and support associated with the maintenance of equipment purchased

	<p>by the charity, Mr Evans confirmed that core revenue costs that may follow the purchase are discussed as part of the application process moving forward. Mr Huw Thomas added that the consolidation of maintenance spend on equipment is being actively pursued to ensure consistency across HDdUHB.</p> <p>Recognising that holding workshops and visiting sites to promote the work of the charity had not been possible during the COVID-19 pandemic, the benefits of these was recognised, and Members were assured that the promotion of spending charitable funds across all sites is being considered further. Mrs Raynsford reiterated the importance of including primary care and community facilities in addition to hospital based sites. The importance of a procurement representative within the CFSC membership was also acknowledged and it was confirmed that the application process involved engagement with procurement colleagues.</p> <p>Members noted the CFSC update report and approved the amended CFSC Terms of Reference.</p> <p>The Committee:</p> <ul style="list-style-type: none"> <li>• <b>RECEIVED</b> and <b>NOTED</b> the Charitable Funds Sub-Committee Update Report (CFSC).</li> <li>• <b>APPROVED</b> the CFSC Terms of Reference.</li> </ul>	
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CF(21)27	<p><b>CHARITABLE FUNDS COMMITTEE ASSURANCE REPORT SUBMITTED TO AUDIT &amp; RISK ASSURANCE COMMITTEE</b></p> <p>Members were presented, for information purposes, the Charitable Funds Committee Assurance report as presented to the Audit &amp; Risk Assurance Committee (ARAC) meeting on 20<sup>th</sup> April 2021. It was noted that the purpose of the report is to provide assurance to ARAC that the CFC Terms of Reference, as set by the Board, are being appropriately discharged.</p> <p><i>Mr Peter Skitt joined the CFC meeting</i></p> <p>The Committee <b>RECEIVED</b> and <b>NOTED</b> the Charitable Funds Committee assurance report submitted to the Audit &amp; Risk Assurance Committee in April 2021.</p>	
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CF(21)28	<p><b>RISK REGISTER</b></p> <p>The Committee received the Charitable Funds Risk Register report, noting that the single risk previously aligned to the CFC (<i>risk 743 - There is a risk of reputational damage if the Health Board becomes implicated by default, in events outside of the HB's control, due to association, or perceived association with any external charitable organisations</i>) had been de-escalated at the March 2021 CFC meeting to management at a service level, with an update to be provided to the CFC on a 6 monthly basis.</p>	
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	<p>Mrs Rayani informed Members that a new risk (1130 - <i>failure to increase charitable funds income and expenditure</i>) in the domain of charitable funds is associated with the delivery of the Hywel Dda Health Charities planning objective for 2021/22 (2E). The current risk score is 9 which exceeds the CFC's tolerance level of 8. Members were assured by the actions put in place to mitigate the new risk and agreed that it could be managed at directorate level with any concerns escalated to the CFC as and when required. Mrs Rayani assured Members that progress against planning objective 2E is discussed at Formal Executive Team meetings and it was agreed for regular updates in terms of progress against this planning objective to be presented to the CFC; Mrs Williams undertook to amend the work programme accordingly.</p>	<b>CW</b>
	<p>The Committee:</p> <ul style="list-style-type: none"> <li>• <b>REVIEWED</b> and <b>SCRUTINISED</b> the new risk that has been identified to seek assurance that all relevant controls and mitigating actions have been identified.</li> <li>• <b>DISCUSSED</b> whether the planned actions will be implemented within stated timescales and will reduce the risk further and/or mitigate the impact if the risk materialises.</li> </ul>	

<b>CF(21)29</b>	<b>CHARITABLE FUNDS STORY: FUNDRAISING UPDATE</b>	
	<p>Ms Tara Nickerson presented a charitable funds story: fundraising update to Members, highlighting the following:</p> <ul style="list-style-type: none"> <li>• An objective for the charity is to increase income levels by 10% on an annual basis from April 2020 to March 2023.</li> <li>• Income increased by 20.75% in 2020/21 compared to 2019/20.</li> <li>• A fundraising campaign relating to unrestricted general funds for the charity has been developed and launched during 2020/21, raising over £100,000.</li> <li>• New methods of giving, including new digital platforms, have been trialled, making it easier for people to donate.</li> <li>• Virtual fundraising packs and branded clothing and fundraising cheques have been created.</li> <li>• Events planned for 2021-2023 include the “60 in September” challenge, NHS Big Tea, Cardiff Half Marathon, Long Course Weekend and the London Marathon. In addition, the development of new corporate partnerships will be pursued.</li> <li>• A sensitive and tactful approach to promoting legacies and in-memoriam giving is being developed.</li> <li>• A range of new stewardship merchandise has been created including charity branded pens, pin badges and water bottles.</li> </ul> <p>Mrs Raynsford enquired how the charity is performing in comparison to other NHS charities, and Members received assurance that the performance of the charity during the previous 12 months is on a par with a number of NHS Wales charities, with donations and legacies performing slightly better than others. The importance of a pro-active</p>	

	<p>and effective marketing and fundraising team, including investment in communications, was emphasised in order to increase funds, and Members noted that job descriptions are in preparation, prior to being advertised for additional staff.</p> <p>In response to whether income levels are on a downward trend, Ms Nickerson advised that the previous year had been unprecedented in terms of the number of community and mass fundraising events that had been cancelled, and although the amount in donation income had slightly decreased in 2020/21 in comparison to 2019/20, on-line fundraising had increased.</p> <p>Referring to the new merchandise available, Ms Murphy enquired whether community staff could be issued with water bottles. Ms Nickerson responded that the amount purchased had been limited due to the revenue involved and intended for the charity's stewardship programme. Mrs Llewelyn added that community based staff had previously been issued with a winter resilience pack which included a reusable flask, purchased by the charity.</p> <p>Members commended Ms Nickerson for the detailed information provided and noted the fundraising update.</p> <p>The Committee <b>NOTED</b> the charitable funds story: fundraising update.</p>	
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<b>CF(21)30</b>	<b>FUNDRAISING APPEAL FOR THE DEVELOPMENT OF A NEW CHEMOTHERAPY DAY UNIT AT BRONGLAIS GENERAL HOSPITAL</b>	
	<p>Members were presented with the fundraising appeal for the development of a new Chemotherapy Day Unit (CDU) at Bronglais General Hospital (BGH) report, noting that a business case relating to the development of a new CDU at BGH had been approved at the Health Board's Public Board meeting on 26<sup>th</sup> September 2019. The Charitable Funds Committee (CFC) also approved the development of a capital fundraising appeal under the umbrella of Hywel Dda Health Charities to meet the shortfall in funding for the new CDU in September 2019. However, as the capital development did not progress during autumn/winter 2019/20, prior to the onset of the COVID-19 pandemic, an updated proposal for the new CDU at BGH is being presented to the July 2021 HDdUHB Public Board meeting for consideration. This proposal will present revised location plans for the new CDU as well as the capital investment requirements for the development.</p> <p>Mr Skitt expressed gratitude to the Fundraising team for the support provided, and to the staff working within the Chemotherapy service in its current location, which is not an ideal setting to deliver care to cancer patients. The urgency to progress the development of a new CDU was reiterated. Mr Skitt informed Members that the business case approved in September 2019 had been based on the new CDU being located at Y Banwy ward, BGH, however since the beginning of the COVID-19 pandemic, Y Banwy has been successfully used as an 18-bedded facility for COVID-19 patients, and it is proposed that this facility is retained.</p>	

Alternative plans have been made for the CDU to remain at its current location and instead to fully refurbish the area. The proposal being presented to Public Board in July 2021 will confirm the requirement of £2,197,717 funding based on provisional estimated costs, and it is proposed that the shortfall of £500,000 funding required for the development will be met by a capital fundraising appeal developed under the Hywel Dda Health Charities.

*Mr Huw Thomas left the CFC meeting*

Mrs Llewelyn informed Members that while the proposal to deliver the £500,000 appeal over a 15/18 month timescale is ambitious, a strategic fundraising report commissioned by HDdUHB has confirmed that the target is achievable. Best practice suggests that a capital appeal should secure 50-75% of the required income prior to a public launch in order to reduce the risk of donor fatigue and increase public engagement, since the likelihood of appeal success is higher when a significant proportion of funds are secured. For the BGH CDU appeal, 77% of funds have been secured or committed prior to the launch of the appeal increasing the likelihood of success.

Miss Battle congratulated the Teams involved for the work undertaken to date and the evident involvement of partnership working. In response to whether there is any opposition to the proposed siting of the CDU, Mr Skitt confirmed there has been no opposition to date and although some associated staff will require relocation, this will be undertaken based on clinical need prior to the construction of the scheme.

In response to Mrs Raynsford's enquiry relating to the involvement of current staff with the scheme, Members were assured that all staff have been involved with the planning and are looking forward to a new facility.

Referring to lessons learnt in the commissioning of new developments, Mrs Raynsford enquired whether the CFC could be assured regarding the tendering and financial discussions underway. Members were advised that contingency plans have been put in place, with the expectation that over the forthcoming months, costs would be refined into budget costs and clear expectations in terms of delivery of the works involved.

Referring to the additional costs incurred with the Ward 10, Withybush General Hospital refurbishment, Ms Murphy enquired whether aspects of any unexpected additional works have been considered. In response, Mr Skitt confirmed that lessons have been learnt from previous works and that a pre-condition survey has been undertaken at BGH.

Mrs Raynsford, declaring an interest due to a colleague having received treatment at the current CDU, enquired whether there is any patient/relative involvement with the design, etc. of the facility. Mr Skitt confirmed that pre-COVID-19, there had been substantial discussions with service users, and subject to approval by Public Board in July 2021,

	<p>the Community Health Council, user forum and stakeholders would become fully involved.</p> <p>The Committee approved the development of a fundraising appeal for a new CDU at BGH and endorsed and recommended for approval by the Corporate Trustee an additional contribution of £671,301.09 from HDdUHB charitable funds for development.</p> <p><i>Mr Skitt left the CFC meeting</i></p>	
	<p>The Committee:</p> <ul style="list-style-type: none"> <li>• <b>APPROVED</b> the development of a fundraising appeal under the umbrella of Hywel Dda Health Charities for a new CDU at BGH, subject to the development being approved at the July 2021 HDdUHB Public Board meeting.</li> <li>• <b>ENDORSED</b> and <b>RECOMMENDED</b> for approval by the Corporate Trustee an additional contribution of <b>£671,301.09</b> from HDdUHB charitable funds for the development.</li> </ul>	

<b>CF(21)31</b>	<b>APPROVAL OF CHARITABLE FUNDS EXPENDITURE OVER £50,000</b>	
	There was no charitable funds expenditure over £50,000 requiring approval.	

<b>CF(21)32</b>	<b>REVIEW OF ANY APPROVALS MADE OUTSIDE OF THE CFC MEETING VIA CHAIR'S ACTION</b>	
	There were no actions or decisions taken outside of Charitable Funds Committee meetings.	

<b>CF(21)33</b>	<b>CEREDIGION PROPERTY UPDATE</b>	
	<p>Mrs Jennifer Thomas provided a verbal update concerning the Ceredigion property owned by Hywel Dda Health Charities, informing Members that a meeting had been held with the Estates Department, and rules of engagement between HDdUHB and the charity had been developed which are being finalised by the Assistant Director of Corporate Legal Services and Public Affairs.</p> <p><i>Mr Evans left the CFC meeting</i></p>	
	The Committee <b>NOTED</b> the verbal update relating to the Ceredigion property.	

<b>CF(21)34</b>	<b>HYDROTHERAPY POOL UPDATE</b>	
	Members were presented with a report concerning the Hydrotherapy Pool at the Pentre Awel Site – JC Williams (Elizabeth Williams Endowment) Fund, providing an update on the current position, the release of those funds currently standing at \$1.274m, which is held by the PNC Bank, acting as trustee under deed of the trust fund, and the approach to the external Hydrotherapy Pool Committee (HPC) for the release of their £300k to the Charity in support of the Hydrotherapy Pool service as previously endorsed by the CFC.	



	<p>Mrs Llewelyn was disappointed to inform Members that the timescale to draw down the funds is not as rapid as anticipated. When the PNC Bank approved the hydrotherapy pool in 2012, approval decision was only given in principle, resulting in the bank requiring external legal counsel scrutiny to be undertaken. It is hoped that this will not cause any delay in terms of the tender process and delivery timescales. Members were assured that Carmarthenshire County Council is being kept fully informed of developments and that an update would be presented to a future CFC meeting, as and when appropriate.</p> <p>In response to a query on whether the money had accrued interest, Members were pleased to note that this is the case.</p> <p>Referring to the due diligence not having been adhered to in 2012, Mr Iwan Thomas enquired whether there is a formal record that the money could be utilised for the particular purpose of a hydrotherapy pool. In response, Mrs Llewelyn advised that the correspondence confirms that the approval submitted at the time had been for a hydrotherapy pool, and as the original beneficiary had been a predecessor organisation to the Health Board – the Llanelli &amp; Dinefwr NHS Trust - statutory documentation has been requested to confirm the change of name to HDdUHB.</p> <p>Members noted the hydrotherapy pool update.</p>	
	<p>The Committee <b>NOTED</b> the contents of the report regarding:</p> <ul style="list-style-type: none"> <li>• The current position relating to the J C Williams (Elizabeth Williams Endowment) Fund, and the release of those funds currently standing at \$1.274m, which is held by the PNC Bank, acting as trustee under deed of the trust fund to allow confirmation to be provided to CCC that funding is available to secure the building of the Hydrotherapy Service Pool to the specified design.</li> <li>• The current position regarding the external Hydrotherapy Pool Committee for the release of their £300k to the Charity in support of the Hydrotherapy Pool service as previously endorsed by the CFC.</li> </ul>	
CF(21)35	<p><b>HYWEL DDA LOTTERY SCHEME</b></p> <p>Members were presented with a report providing an update on the development of the Hywel Dda Health Charities lottery scheme, to request endorsement of the development of a public lottery scheme with a view to launching this in September 2021. Ms Nickerson reminded Members of their original approval of the staff lottery scheme in March 2021, however as part of the planning process discussions, employment tax implications associated with operating a staff only lottery had been highlighted as a concern and therefore tax advice was sought. This advice confirmed that the staff lottery winnings would be subject to employment tax deductions and there would be a financial impact on both the winnings received by staff and on the charity. Alternative options were therefore considered and following extensive research into fundraising lottery's and the models delivered by both NHS and non-NHS</p>	

charities, a public lottery model is considered the only alternative to a staff only lottery. It is therefore proposed to Members that the development of a public lottery scheme using an external lottery provider with a view to launch the scheme in September 2021 be approved.

Mrs Rayani informed Members that it had been hoped that the lottery scheme proposal could be presented to the Staff Partnership Forum (SPF) prior to today's CFC meeting, however due to the timescales involved, this would now be presented to the SPF in August 2021. Ms Murphy confirmed that the scheme had recently been discussed with the Director of Workforce & OD and Trade Unions Chairs, and queried whether it would have any impact on the Pembrokeshire Lottery scheme. In response, Ms Nickerson anticipated there would be no issues with the two schemes running concurrently.

Given that the Pembrokeshire lottery is a successful and long established scheme, with over 10,000 members and raising funds to support business and projects within Pembrokeshire, Mr Iwan Thomas suggested the Charities team hold discussions with the manager of the Pembrokeshire lottery to manage out any concerns of a new lottery scheme launched on the same patch. Mr Iwan Thomas further declared an interest given his employing organisation, PLANED, has a lottery scheme supporting rural communities whereby monthly draws are undertaken and 50% of the income is distributed to a charity of the winner's choice. The imperative to be aware of similar schemes across the three counties of Hywel Dda was emphasised.

Miss Battle reiterated the importance of good communication and referred to the abundance of key messages informing the public on where monies are being spent, included within the HDdUHB Annual Recovery Plan 2021/22.

In response to Ms Murphy's enquiry on whether funds raised as part of the lottery scheme could be used for schemes such as a wellbeing garden, Mrs Rayani confirmed that through the charitable funds strategic objectives, spending would include not only hospital care based projects, but also preventative healthcare schemes.

Mrs Raynsford enquired whether the September 2021 launch date is achievable, and Mrs Llewelyn confirmed that this should be the case based on the reputation of the proposed lottery scheme provider.

Members endorsed the development of a public lottery scheme, utilising an external provider with a launch date of September 2021.

The Committee **NOTED** the content of this report and **ENDORSED** the development of a public lottery scheme using an external lottery provider with a view to launch the scheme in September 2021.

CF(21)36	<b>FAMILY COUNSELLOR PAEDIATRIC PALLIATIVE CARE REQUEST</b> Members noted that due to further on-going discussions regarding the family counsellor paediatric palliative care request, this agenda item	
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	has been deferred pending further information, including an exit strategy.	
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<b>CF(21)37</b>	<b>HYWEL DDA HEALTH CHARITIES INTEGRATED PERFORMANCE REPORT</b>	
	<p>Members were presented with the Integrated Hywel Dda Health Charities Performance Report, providing an update on the charity's performance and position as at 31<sup>st</sup> March 2021, noting that following a meeting between Mrs Raynsford, Mr Iwan Thomas and Mrs Llewelyn, the report format had been revised.</p> <p><i>Miss Battle left the CFC meeting</i></p> <p>Mrs Thomas and Mrs Llewelyn highlighted the following:</p> <ul style="list-style-type: none"> <li>• The report is subject to audit approval with the accounts currently being prepared for presentation to the September 2021 CFC meeting.</li> <li>• Net assets of the charity increased by £1,206,245 for the period ending 31<sup>st</sup> March 2021.</li> <li>• The current balance of the charity bank accounts is £2.9 million and investment advisor support is being sought in terms of investment.</li> <li>• The charitable expenditure for the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 represented a decrease of 59.9% in comparison to the previous year, due to the COVID-19 pandemic.</li> <li>• Streamlining of the application process for accessing funds is being developed.</li> <li>• The Christmas expenditure allowance for 2020 had been trialed using the form of a gift card replacing the cash option available in previous years, with Members pleased to note that the trial had been positive overall.</li> <li>• The NHS Charities Together stage 1 urgent grant has now ended. There is a small balance remaining, which will be progressed during June/July 2021.</li> <li>• There is £97,000 pending application in terms of the NHS Charities Together stage 2 community partnership grants.</li> <li>• £242,000 had been awarded from the NHS Charities Together stage 3 recovery grants in February 2021 for six projects with a focus on staff health and well-being, including the establishment of health and well-being champions in the workplace.</li> <li>• A summary of the financial activity/delivery of the charity will be reported to Executive Team on a monthly basis and to the CFC quarterly.</li> </ul> <p>Referring to the engagement of the Regional Partnership Board (RPB) on page 8 of the report, Mr Iwan Thomas declared an interest due to PLANED's involvement in partnership working with community catalysts, supporting micro and social enterprises across communities.</p>	

	<p><i>Mr Huw Thomas re-joined the CFC meeting</i></p> <p>Mr Iwan Thomas informed Members that twenty new micro enterprises had been created, with a further ten being supported in terms of accreditation and checks in order for them to work with and support people in their own homes. In response to whether the charity could apply for this funding in terms of wellbeing and preventative care, Mrs Llewelyn confirmed that a closely aligned application had been submitted in partnership with local voluntary councils to offer longer-term sustainability, however the application has been rejected. An alternative route is being pursued, and Mr Iwan Thomas undertook to provide further information to Mrs Llewelyn in regard to the Pembrokeshire project.</p> <p>Mrs Raynsford enquired whether consideration could be given to partnership grants including support for children and young people, and in response, Mrs Rayani confirmed that these would be included, in particular for possible domestic abuse support activities.</p> <p>Members were assured by the content of the report in terms of the charity's performance.</p> <p>The Committee <b>NOTED</b> the content of the Integrated Hywel Dda Health Charities Performance report and received <b>ASSURANCE</b> on the charity's performance.</p>	IT
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CF(21)38	<p><b>CHARITABLE FUNDS COMMITTEE WORK PROGRAMME 2021/22</b></p> <p>The CFC work programme for 2021/22 was received for information and Members noted it would be updated accordingly in line with six monthly reviews of expenditure items purchased via charitable funds, with a planning objective update included for presentation to the September 2021 meeting.</p> <p>The Committee <b>NOTED</b> the Charitable Funds Committee Work Programme for 2021/22.</p>	CW
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CF(21)39	<p><b>REFLECTIVE SUMMARY OF MEETING</b></p> <p>Mrs Rayani provided a reflective summary of the meeting, highlighting the following:</p> <ul style="list-style-type: none"> <li>• Self-assessment of effectiveness questionnaire - the recognition of what has worked well is acknowledged as a helpful platform in moving the Committee forward, and the greater focus on organisational risks to inform the agenda and work of the CFC will enable a further move towards a more strategic outlook.</li> <li>• CFSC – the new membership proposed was noted.</li> <li>• Charitable Funds Update Report – the focus and importance of effective communication to staff and the population was acknowledged.</li> <li>• Hydrotherapy Pool - the current position relating to the J C Williams (Elizabeth Williams Endowment) Fund was noted.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Lottery Scheme – Members endorsed the proposal for a public lottery scheme.</li> <li>• Ceredigion Chemotherapy Unit – Members approved the development of a fundraising appeal under the umbrella of Hywel Dda Health Charities for a new CDU at BGH, subject to the development being approved at the July 2021 HDdUHB Public Board meeting.</li> </ul> <p>Members were invited to attend the “Big Tea” fundraising event at Ystywth Building on the 7<sup>th</sup> July 2021, either virtually or in person.</p>	
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<b>CF(21)40</b>	<b>DATE AND TIME OF NEXT MEETING</b>	
	27 <sup>th</sup> September 2021 – 9.30 a.m. – 12 noon, Boardroom, Ystywth Building, Hafan Derwen	