

**TABLE OF ACTIONS FROM  
CHARITABLE FUNDS COMMITTEE MEETING  
HELD ON 18<sup>TH</sup> JUNE 2019**

MINUTE REFERENCE	MEETING DATE	ACTION	LEAD	TIMESCALE	PROGRESS
CF(19)024	18.06.2019	<p><b>Table of Actions of the meeting held on 14<sup>th</sup> March 2019</b></p> <ul style="list-style-type: none"> <li>For item CF(18)72 – <i>to provide an update report to the Committee at the next meeting highlighting the charity's position in relation to property investment and the way forward</i> to be picked up by Mrs Jennifer Thomas rather than Mr Huw Thomas.</li> </ul>	EM	Sept 19	Completed the change on work programme. Agenda item for Sept 2019 meeting.
CF(19)027	18.06.2019	<p><b>Charitable Funds Operations Sub-Committee Update Report</b></p> <ul style="list-style-type: none"> <li>To have a discussion with Board Secretary in respect of corporate trustee/IM/Charitable Funds Committee training</li> <li>Future requests for new medical devices in new areas to be referred to the MDGAG for</li> </ul>	<p>SJ</p> <p>GR</p>	<p>Sept 19</p> <p>Sept 19</p>	<p>Training session to be arranged before year end (between Feb and March)</p> <p>Complete.</p>

MINUTE REFERENCE	MEETING DATE	ACTION	LEAD	TIMESCALE	PROGRESS
		<p>consideration.</p> <ul style="list-style-type: none"> <li>• Sub-Committee TORs to be revised to reflect Chair's Actions as being granted strictly by exception.</li> <li>• A review of Christmas Monies procedures to be undertaken during the Summer.</li> </ul>	<p>GR</p> <p>JT/MJ</p>	<p>Sept 19</p> <p>Sept 19</p>	<p>Complete.</p> <p>Meeting arranged 23.9.19 to review previous process. Revised procedure notes will be drafted following.</p>
CF(19)028	18.06.2019	<p><b>Charitable Funds Committee Risk Register</b></p> <ul style="list-style-type: none"> <li>• To draft a new corporate policy on the operations of external charities on UHB premises.</li> </ul>	NLI	For circulation prior to discussion at Sept meeting	<p>Guidance on the operations of external charities on UHB premises is being included in the revised 'Charitable Funds: Financial Administration and Governance Policy(420)' rather than developing a stand-alone corporate policy. Revised policy to be presented to the Oct 2019 Finance Committee Meeting.</p>

MINUTE REFERENCE	MEETING DATE	ACTION	LEAD	TIMESCALE	PROGRESS
CF(18)071 CF(19)014 CF(19)029	20.12.2018/ 14.03.2019/ 18.06.2019	<b>Integrated Hywel Dda Health Charities Performance Report</b> <ul style="list-style-type: none"> <li>Benchmarking exercise to see if there is a national trend in respect of other national charities' donations and fundraising income.</li> <li>To report on the outcome of business partners discussions re implementing expenditure plan.</li> <li>To discuss with the relevant people that TORs for Improving Experience Sub-Committee include Charitable Funds in future.</li> </ul>	JT  JT/MJ  SJ	Dec 2019  Sept 2019  Sept 2019	Defer to Dec 2019  NL to be invited to Senior Business Partner Meeting in September.  Complete.
CF(19)030	18.06.2019	<b>Investor Advisor Performance Update</b> <ul style="list-style-type: none"> <li>To bring a report back to committee every 6 months showing Sarasin's decision making processes that we can incorporate into our annual report.</li> <li>Details of an Investment Forum Lunch to be circulated to members.</li> </ul>	AT  TK/EM	6 monthly  Immediately	Ongoing.  Information circulated.
CF(19)	14.03.2019	<b>Expenditure &amp; Commitments Requiring Approval</b> <ul style="list-style-type: none"> <li>Review Tŷ Bryngwyn support costs arrangement with the relevant Finance Business</li> </ul>	JT	Jan 2020	Pending.

MINUTE REFERENCE	MEETING DATE	ACTION	LEAD	TIMESCALE	PROGRESS
		Partner.			
CF(19)034	18.06.2019	<b>Monitoring of Previously Agreed Expenditure</b> <ul style="list-style-type: none"> <li>To produce an update report on the effectiveness of the visual aid boxes from Psychological Support Services.</li> <li>To produce a 6 month impact report on the LD care bundle.</li> </ul>	 GB  SD/CC	 June 2020  Dec 2019	 Pending.
CF(19)036	18.06.2019	<b>Any Other Business</b> <ul style="list-style-type: none"> <li>To arrange future visits to sites/units across Hywel Dda Health Board and to hold future meetings at other sites/units.</li> </ul>	SJ/Governance Team	March 2020	Pending.