

**PWYLLGOR CRONFA ELUSENNOL
CHARITABLE FUNDS COMMITTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	16 September 2025
TEITL YR ADRODDIAD: TITLE OF REPORT:	Consideration of Charitable Funds Expenditure Requests
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Sharon Daniel, Executive Director of Nursing, Quality & Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Nicola Llewelyn, Head of Hywel Dda Health Charities

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Ar Gyfer Penderfyniad/For Decision

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

This report is presented to the Charitable Funds Committee (CFC) to consider three funding requests against named charitable funds, within the scheme of delegation for authorisation of charitable funds expenditure.

Cefndir / Background

Hywel Dda University Health Board's (HDdUHB) standing orders provide that "The Board may and, where directed by the Welsh Ministers must, appoint Committees of the Health Board either to undertake specific functions on the Board's behalf or to provide advice and assurance to the Board in the exercise of its functions. The Board's commitment to openness and transparency in the conduct of all its business extends equally to the work carried out on its behalf by committees."

In accordance with the Standing Orders (and the Health Board's Scheme of Delegation), the Board established the Charitable Funds Committee (CFC) from 22 July 2010.

HDdUHB is the Corporate Trustee of Hywel Dda Health Charities (the Charity).

The purpose of the CFC is:

- To make and monitor arrangements for the control and management of the Health Board's Charitable Funds, within the budget, priorities and spending criteria determined by the Board and consistent with the legislative framework.
- To provide assurance to the Board in its role as Corporate Trustee of the charitable funds held and administered by the Health Board.
- To develop the strategy and objectives for the Charity for consideration by the Board, and to provide assurance that an appropriate infrastructure is in place for the efficient and effective running of the Charity.
- To agree issues to be escalated to the Board with recommendations for action.

In relation to the consideration and approval of charitable funds expenditure requests, the CFC's Terms of Reference state that the Committee's key responsibilities are to:

- Provide scrutiny with a view to approving or rejecting all requests for expenditure over £50,000 and under £100,000 against named charitable funds, within the scheme of delegation for authorisation of charitable funds expenditure.
- Consider and recommend for approval to the Board in its capacity as Corporate Trustee all requests for expenditure over £100,000 against named charitable funds, within the scheme of delegation for authorisation of charitable funds expenditure.
- Provide scrutiny with a view to approving or rejecting all requests for expenditure, regardless of value, for the following expenditure types:
 - Research and development expenditure.
 - Pay expenditure.
 - Requests of any nature resulting in ongoing charitable funds commitment.

Asesiad / Assessment

The accompanying charitable funds expenditure requests are submitted to the CFC for consideration and approval or for consideration and recommending for approval to the Board in its capacity as Corporate Trustee:

Agenda item	Application	Reporting officers	Value of funding request	Recommendation
Item 3.1	Development of Sensory Gardens at Prince Philip Hospital, Llanelli.	Stuart Bancroft, Assistant General Manager Carmarthenshire System & Neil Mason, Head of Older Adult Mental Health	Option A: £183,287.53 (excluding the bowling facility) Option B: £200,087.53 (including the bowling facility)	Consider and recommend for approval to the Board in its capacity as Corporate Trustee
Item 3.2	Heads Up! Initiative: Cancer Services Hair Loss Support	Gina Beard, Lead Cancer Nurse	£99,235.40	Consider and approve
Item 3.3	HARP: Hywel Dda Arts Referral Programme	Kathryn Lambert, Head of Arts and Health & Rhian Rees, Public Health Practitioner	£25,050.00	Consider and approve

Summarised within the main body of the expenditure requests are key considerations including:

1. Strategic priorities: which of the charity's strategic priorities the funding requests relate to.
2. Reason for request: why the expenditure is needed and how the need has been identified.
3. Risks: whether any risks have been identified and how they will be mitigated.
4. Additionality: how the expenditure is considered 'above and beyond' core NHS provision.
5. Impact: the positive changes or effects that will take place as a result of the expenditure.
6. Patient benefit: how patients will benefit.
7. Beneficiaries: the number of people expected to benefit.
8. Evaluation methods: what methods will be used to measure the effectiveness of the expenditure and the difference it makes.
9. Exit strategy: how the benefits of this expenditure will be sustained beyond the end of the time-limited period of charitable funding.

10. Compliance: details of relevant legislative requirements or standards as well as any Hywel Dda policies and procedures.
11. Strategic alignment: alignment with the Health Board's strategic objectives.
12. Cost breakdown: details of all costs associated with the funding request.

Prior to submission to the CFC, the requests have been reviewed by the Charitable Funds Finance Team and Head of Hywel Dda Health Charities to ensure compliance with the charity's eligibility criteria as set out in the Charitable Funds Financial Administration and Governance Procedure (FP 420).

Argymhelliad / Recommendation

The Charitable Funds Committee is asked to:

- **CONSIDER** and **RECOMMEND FOR APPROVAL** to the Board, in its capacity as Corporate Trustee, the following funding request:

Agenda item	Application	Value of funding request
Item 3.1	Development of Sensory Gardens at Prince Philip Hospital, Llanelli.	Option A: £183,287.53 (excluding the bowling facility) Option B: £200,087.53 (including the bowling facility)

- **CONSIDER** and **APPROVE** the following funding requests:

Agenda item	Application	Value of funding request
Item 3.2	Heads Up! Initiative: Cancer Services Hair Loss Support	£99,235.40
Item 3.3	HARP: Hywel Dda Arts Referral Programme	£25,050.00

Amcanion: (rhaid cwblhau) **Objectives: (must be completed)**

Committee ToR Reference:
Cyfeirnod Cylch Gorchwyl y Pwyllgor:

- 4.21 Provide scrutiny with a view to approving or rejecting all requests for expenditure over £50,000 and under £100,000 against named charitable funds, within the scheme of delegation for authorisation of charitable funds expenditure.
- 4.22 Consider and recommend for approval to the Board in its capacity as Corporate Trustee all requests for expenditure over £100,000 against named charitable funds, within the scheme of delegation for authorisation of charitable funds expenditure.
- 4.23 Provide scrutiny with a view to approving or rejecting all requests for expenditure, regardless of value, for the following expenditure types:
 - Research and development expenditure.

	<ul style="list-style-type: none"> • Pay expenditure. • Requests of any nature resulting in ongoing charitable funds commitment.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Parthau Ansawdd: Domains of Quality Quality and Engagement Act (sharepoint.com)	7. All apply
Galluogwyr Ansawdd: Enablers of Quality: Quality and Engagement Act (sharepoint.com)	6. All Apply
Amcanion Strategol y BIP: UHB Strategic Objectives:	All Strategic Objectives are applicable
Amcanion Cynllunio Planning Objectives	Not Applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2021-2022	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:

Ar sail tystiolaeth: Evidence Base:	Financial reports CFC Terms of Reference Charitable Funds Financial Administration and Governance Procedure (FP 420)
Rhestr Termau: Glossary of Terms:	Included within the main body of the report
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cronfa Elusenol: Parties / Committees consulted prior to Charitable Funds Committee:	Finance Business Partner (Accounting & Statutory Reporting)

Effaith: (rhaid cwblhau) Impact: (must be completed)

Ariannol / Gwerth am Arian: Financial / Service:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3
Ansawdd / Gofal Claf: Quality / Patient Care:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3

Gweithlu: Workforce:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3
Risg: Risk:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3
Cyfreithiol: Legal:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3
Enw Da: Reputational:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3
Gyfrinachedd: Privacy:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3
Cydraddoldeb: Equality:	Any issues and considerations are identified in the expenditure requests attached in agenda items 3.1 to 3.3