

**TABLE OF ACTIONS FROM
CHARITABLE FUNDS COMMITTEE (CFC) MEETING HELD ON 28 NOVEMBER 2023**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
CFC(23)77	INTRODUCTION AND APOLOGIES FOR ABSENCE To determine Mr James Severs', Director of Therapies and Health Science, membership of the Charitable Funds Committee.	JW	January 2024	Complete. Decision made not to have Mr James Severs as a permanent member of the Charitable Funds Committee.
CFC(23)81	EXPENDITURE REQUEST: SIMULATION-BASED EDUCATION EQUIPMENT NEEDS To add an Evaluation Update following the investment in Simulation-based Education Equipment to the 2024/25 Committee Work Plan.	CSO	March 2024	Complete. Added to the Draft 2023/24 Committee Work. Item will be added to the September 2024 meeting agenda.
CFC(23)84	INTEGRATED HYWEL DDA HEALTH CHARITIES PERFORMANCE REPORT To add Review of Classification of Charitable Funds to the Committee Work Plan for the March 2024 CFC meeting.	CSO	March 2024	Complete. Added to the March 2024 meeting agenda.
CFC(23)85	DRAFT ANNUAL REPORT AND ACCOUNTS (2022/23) To confirm date by when Audit Wales plan to audit the Charity Accounts for 2022/23	RD	Dec 2023	Complete. Corporate Trustee meeting arranged for 25 January following Board Meeting. Accounts will be available for circulation by 18 January.
	To confirm the Board voting membership during 2022/23 to update the CFC Annual Report.	SJ/KR	Dec 2023	Completed. Email issued 5 December 2023.
	To issue an open invite to all Board Members to the CFC and to highlight when the Charity's Fundraising Team are presenting to the Committee.	CSO	March 2024	In progress. 2023/24 Committee Work Plan currently being drafted. Email to be sent once date of Fundraising Team's attendance is confirmed.

	To amend the draft Annual Report to reflect the fact that the cash returns from investments remained stable despite the value of investments fluctuating.	TJ/RD	Dec 2023	Complete. Annual Report updated in readiness for approval of accounts at meeting on 25 January.
	To confirm date of Extraordinary Meeting of the CFC to approve the Annual Report and the final audited Accounts for 2022/23.	DR/RD/CSO	Dec 2023	Complete. Accounts to be presented direct to Corporate Trustees (on 25 January).
CFC(23)88	EXPENDITURE REQUEST: NEONATAL VENTILATORS To add an Evaluation Update following the investment in neonatal ventilators to the 2024/25 Committee Work Plan.	CSO	March 2024	Complete. Added to the Draft 2023/24 Committee Work. Item will be added to the September 2024 meeting agenda.
CFC(23)89	CHARITABLE FUNDS SUB-COMMITTEE UPDATE REPORT Hold Item CF02693 ('TV ariel installation' at Withybush Hospital) pending decision to proceed.	DR/NLI	Dec 2023	Completed. Work proceeding via an alternative funding route being led by the Withybush Hospital Estate team.
	Hold Item CF02725 ('Create a new sluice room' at Glangwili Hospital Chemotherapy Day Unit) pending confirmation of detail of proposals and decision to proceed.	DR/NLI	Dec 2023	Completed. Work proceeding via an alternative funding route following a visit to the unit on 4 January 2024 and the identification of infection prevention and control concerns to be addressed.
	To ascertain how Swansea Bay University Health Board (SBUHB) recognise and reward staff.	NLI	Jan 2024	Completed. Confirmation received that the majority of costs are revenue funded with the SBUHB Charity Team supporting with sponsorship as and when needed rather than the charity making a financial contribution.

DR Delyth Raynsford
TJ Timothy John
CSO Committee Services Officer

NLI Nicola Llewellyn
ND Nick Davies

SJ Sian-Marie James
KR Karen Richardson

RD Rhian Davies