

PWYLLGOR CRONFA ELUSENNOL CHARITABLE FUNDS COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	12 March 2024
TEITL YR ADRODDIAD: TITLE OF REPORT:	Charitable Funds Sub-Committee Update Report
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Sharon Daniel, Interim Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Carly Hill, Assistant Director Medical Directorate and Chair of the Charitable Funds Sub-Committee

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Er Sicrwydd/For Assurance

ADRODDIAD SCAA

SBAR REPORT

Sefyllfa / Situation

This report provides the Charitable Funds Committee (CFC) with a summary of the Charitable Funds Sub-Committee's (CFSC) activity between 7 November 2023 and 16 January 2024.

Cefndir / Background

The CFSC, in respect of its provision of assurance to the CFC, is responsible for providing quarterly written updates on the following areas of activity:

- Expenditure approved within the Sub-Committee's delegated limits of approval.
- Key decisions.
- Chair's Actions undertaken outside of the cycle of Sub-Committee meetings.
- Key risks and issues and matters of concern.
- Matters requiring Charitable Funds Committee consideration or approval.
- Any revisions to the Sub-Committee's Terms of Reference.

This report provides a summary of the CFSC's activity and provides an opportunity for the CFC to review the activity and discuss any key decisions taken and any matters arising, which may require CFC consideration or approval.

Asesiad / Assessment

The CFSC met on one occasion during this reporting period: 16 January 2024.

1. Expenditure Approved within the CFSC's Delegated Limits of Approval

The following charitable expenditure requests were considered and approved within the CFSC's delegated approval limits during this reporting period:

1.1 Expenditure requests over £10,000 and under £50,000			
Meeting	Item	Comments	Decision
16/01/24	CF02755 Haag-Streit BI900 Slit Lamp WGH Emergency and Minor Injuries Departments £17,875.00 <i>inclusive of VAT</i>	<u>Request:</u> Purchase of a slit lamp for use within the emergency care setting for the diagnosis and evaluation of common ocular complaints, emergencies and systemic disease as well as for providing various eye treatments such as the removal of a foreign body. Request to replace existing equipment that has been condemned due to age and is now beyond repair. Request includes 10-year warranty and maintenance. <u>Patient benefit:</u> Lamp will be used in direct patient care to examine the eyes in detail and determine whether there are any abnormalities. Results can be discussed with the patient and other specialists immediately. Diagnosis and treatment are difficult with only basic ocular lenses and equipment. Without access to equipment of this nature Withybush Hospital (WGH) patients are required to travel to Glangwili Hospital (GGH) for emergency eye care. Approximately 4-5% of patients presenting to the department require eye examinations. <u>Eligibility:</u> Medical and surgical equipment and its maintenance for NHS patient care, education and research.	Approved
	CF02804 Home care bags for community nursing teams Carmarthenshir e Community Services £15,093.70 <i>inclusive of VAT</i>	<u>Request:</u> Purchase of 255 home care bags (170 backpacks and 55 shoulder bag) for community nurses with patient facing roles who undertake interventions within a residential setting. The bags conform to infection prevention requirements and will enable staff to transport equipment, dressings, samples and records in a safe and clean manner. <u>Patient benefit:</u> The bags are not standard NHS issue and are above and beyond what the NHS provides. Staff currently provide their own storage to transport equipment of this nature. This affects the ability of the team to be organised and manage stock. Feedback from the team states that this appears unprofessional. The new bags contain an integrated cool bag that enables samples and medication to be kept at a consistent temperature. The bags have been trialled with positive feedback received. The bags will help the team to conduct their roles in a more organised manner which would boost staff morale and wellbeing and provide staff with a	Approved

		sense of pride in their work as per feedback in recent staff surveys from community teams. <u>Eligibility:</u> Initiatives that promote staff wellbeing which demonstrate a clear improvement in the wellbeing of staff that translate to improved care to patients.	
16/01/24	CF02805 Eclipse Pro Extended Holter Recorders WGH Cardio-Respiratory Department £13,319.10 <i>inclusive of VAT</i>	<u>Request:</u> Purchase of 10 ambulatory monitors which are small, compact devices to assess a patient's heart rate and rhythm (electrocardiogram) for a sustained amount of time within or outside the hospital environment. Request being made due to an increasing number of referrals to the department along with the older monitors beginning to fail and becoming obsolete in the not-so-distant future. No additional revenue costs as the monitors are compatible with the current monitoring system and will be maintained under an existing service contract. <u>Patient benefit:</u> The new state-of-the-art monitors will offer a more accurate and efficient arrhythmia recognition service on site at WGH. The increased quality of the data gathered would ensure greater accuracy of analysis of the patients recording, providing a more thorough, timely and accurate treatment plan for the patient. The new monitors are more patient friendly which will improve patient compliance in wearing them for the duration of the test, resulting in less need for repeat monitoring. The equipment will support the delivery of new models of care and will aid to avoid admissions and support quicker discharge via remote monitoring. <u>Eligibility:</u> Medical and surgical equipment and its maintenance for NHS patient care, education and research.	Approved
16/01/24	CF02809 LATP GMotio Biopsy Motorised Chair Urology Services £15,500 <i>VAT exempt</i>	<u>Request:</u> Purchase of a patient couch to facilitate the rollout of trans-perineal prostate biopsies at Prince Philip Hospital (PPH). The compatible ultrasound equipment is already available, purchased from charitable donations. A patient couch compatible with this equipment to undertake the procedure in an outpatient setting under local anaesthetic instead of within a theatre setting is required. <u>Patient benefit:</u> Prostate biopsies are required for the diagnosis of prostate cancer. Trans-perineal biopsy is undertaken under local rather than general anaesthetic and is associated with a far lower risk of infection to the patient. The establishment of this new service will increase capacity and support the	Approved

		<p>health board's aim of moving all biopsies from trans-rectal to trans-perineal approach in the 12-months following commencement of the service. Staff have received training off-site on the use of this equipment and will cascade to staff locally.</p> <p><u>Eligibility:</u> Medical and surgical equipment and its maintenance for NHS patient care, education and research.</p>	
1.2 Higher award requests			
Meeting	Item	Comments	Decision
16/01/24	<p>CF02806</p> <p>Principles of Special and High Dependency Care of the Newborn module, University of South Wales</p> <p>GGH Special Care Baby Unit</p> <p>£775.00 <i>VAT exempt</i></p>	<p><u>Request:</u> Neonatal staff nurse to attend the Principles of Special and High Dependency Care of the Newborn module that aims to provide evidence-based care for babies requiring special and high dependency and ensuring competent practitioners; to promote independent learning, demonstrating research ability and provide focus for further development. This is a post-registration qualification and there are no courses available within our Health Board.</p> <p><u>Patient benefit:</u> Completion of this training will provide the staff member with enhanced skills to provide the highest standards of neonatal care. This will result in a direct benefit to babies needing high dependency/ intensive care in the Special Care Baby Unit (SCBU) in GGH as they will be cared for by nurses with the highest level of skills. The patient/family experience will also be enhanced by the provision of appropriate neonatal care to their babies.</p> <p><u>Eligibility:</u> Higher award and academic studies for which significant benefit to the Health Board can be quantified through training and development objectives.</p>	Approved subject to the approval of a higher awards application
16/01/24	<p>CF02807 CF02808</p> <p>Chronic Heart Failure: Optimising Health and Wellbeing module, Glasgow Caledonian University</p> <p>Carmarthenshire Community Services</p>	<p><u>Request:</u> Two Heart Failure Specialist Nurses to attend an online higher award module to develop knowledge and skills and application of evidence-based heart failure management. The module looks at contemporary issues and recent advances in chronic heart failure and will be analysed and considered in relation to optimal evidenced based care management of heart failure in clinical practice.</p> <p><u>Patient benefit:</u> The module will have a direct benefit on patient care as it will enable the staff members to enhance and develop clinical practice and improve patient outcomes by reducing hospital admissions/re-admissions and ensuring that heart failure patients are on the best evidence-based therapies. It will also</p>	Approved

	£1,200.00 per candidate (£2,400 total) <i>VAT exempt</i>	improve the knowledge base that can be shared with colleagues, patients and carers. <u>Eligibility:</u> Higher award and academic studies for which significant benefit to the health board can be quantified through training and development objectives.	
1.3 Expenditure requests for unusual or novel expenditure			
Meeting	Item	Comments	Decision
16/01/24	CF02817 Converse Integrated Telephony licence Digital Services £4,926.00 <i>inclusive of VAT</i>	<u>Request:</u> Upgrade of the current Netcall system to improve the functionality by providing a softphone option for multiple patient-facing services (for example Cancer Treatment Triage Line, Mental Health 111 Option 2 Single Point of Contact, Contact and Command Centres). Current system can be interrupted and affected by network and signal failures when staff working remotely and connecting via mobile phones. <u>Patient benefit:</u> Multiple front line patient facing teams and the services they provide will benefit. The softphone licence is over and above what is available through the core service that Netcall provides however offers benefits to patient care and staff wellbeing through reliability and functionality. It allows calls to be hosted on a more robust platform that improves the reliability of the lines for patients as it is not affected by poor signal or landline failures. <u>Eligibility:</u> Computer equipment and software for use in direct patient care (for example attached to radiography equipment, tablet computers for use in direct diagnosis or care and communication).	More robust case for support with an emphasis on patient benefit and staff wellbeing to be submitted to the March 2024 CFC meeting.

2. Key Decisions

Following the presentation of a funding request from Digital Services at the 16 January 2024 CFSC meeting (reference CF02817), members requested that a more robust case for support with an emphasis on patient benefit and staff wellbeing to be submitted to the March 2024 CFC meeting for consideration. However following discussion at the CFC agenda setting meeting held on 17 January 2024, it was felt that this funding request did not demonstrate sufficient additionality to be considered eligible for charitable funds and the service was informed of this decision.

3. Chair's Actions Undertaken Outside of the Cycle of CFSC Meetings

One charitable expenditure request was considered and approved via Chair's Action during this reporting period:

Meeting	Item	Comments	Decision
16/11/23	CF02760	Retrospective request submitted to claim reimbursement for decorations and a small buffet for a wedding that took place at WGH	Ratified 16/01/24

	Expenditure to support an inpatient's wedding WGH Intensive Care Unit £65.32	Intensive Care Unit (ICU) on 24 October 2023. The wedding was arranged by ICU staff and carried out as a dying last wish of the patient and their long-term partner. <u>Eligibility:</u> Items that offer additional patient comforts to make time spent in hospital more comfortable.	
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4. Key Risks and Issues/Matters of Concern

No key risks or issues/matters of concern were considered by the CFSC during this reporting period.

5. Matters Requiring CFC Consideration or Approval

At the 16 January 2024 CFSC meeting, members were advised that concerns were raised at the November 2023 CFC meeting in relation to two funding applications approved by the CFSC (CF02693 and CF02719). CFSC members therefore requested more detailed guidance from the CFC in relation to the nature of expenditure requests that are deemed eligible and ineligible for funding as decisions made the CFSC were in line with the charity's eligibility criteria for expenditure. This was considered a priority due to the predicted cost savings that the Health Board will be required to make during 2024/25 as well as the limited capital funding allocations which is predicted to see an increase in funding requests being received by the charity.

6. Remaining CFSC Meeting Dates for 2023/24

Charitable Funds Sub-Committee	Update report to Charitable Funds Committee
5 March 2024	21 May 2024

7. CFSC Meeting Dates for 2024/25

Charitable Funds Sub-Committee	Update report to Charitable Funds Committee
5 March 2024	21 May 2024
7 May 2024	21 May 2024
2 July 2024	17 September 2024
17 September 2024	26 November 2024
5 November 2024	26 November 2024
14 January 2025	18 March 2025
4 March 2025	18 March 2025

Argymhelliad / Recommendation

The Charitable Funds Committee is requested to **NOTE** the content of this report in respect of the Charitable Funds Sub-Committee's provision of assurance.

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

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	Charitable Funds Committee 12.4 The Committee shall establish the Charitable Funds Sub-Committee to ensure that the UHB's policies and procedures are followed in relation to specialist designated and restricted funds.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	Governance, Leadership and Accountability
Amcanion Strategol y BIP: UHB Strategic Objectives:	Not Applicable
Amcanion Cynllunio Planning Objectives	Not Applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019	10. Not Applicable

Gwybodaeth Ychwanegol: Further Information:

Ar sail tystiolaeth: Evidence Base:	Provide independent oversight and ensure correct controls and governance arrangements are in place to provide assurance that charitable funds within HDdUHB are appropriately managed.
Rhestr Termiau: Glossary of Terms:	Develop a proactive and standard approach to the expenditure of charitable funds to ensure that appropriate service needs and additional benefits to patient care is supported.
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cronfa Elusennol: Parties / Committees consulted prior to Charitable Funds Committee:	Head of Hywel Dda Health Charities Charitable Funds Sub-Committee

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

Ariannol / Gwerth am Arian: Financial / Service:	Provide independent oversight and ensure correct controls and governance arrangements are in place to provide assurance that charitable funds within HDdUHB are appropriately managed.
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Ansawdd / Gofal Claf: Quality / Patient Care:	Develop a proactive and standard approach to the expenditure of charitable funds to ensure that appropriate service needs and additional benefits to patient care is supported.
Gweithlu: Workforce:	Not applicable
Risg: Risk:	Reputational risk if charitable funds are not appropriately managed and governance controls are not followed.
Cyfreithiol: Legal:	Not applicable
Enw Da: Reputational:	Reputational risk if charitable funds are not properly managed and governance controls are not followed correctly.
Gyfrinachedd: Privacy:	Not applicable
Cydraddoldeb: Equality:	Equity of access by ensuring decisions made benefit patients and staff within HDdUHB.