

CHARITABLE FUNDS SUB-COMMITTEE UPDATE REPORT

Date of last meetings: 6 May 2025

Quoracy: Met

Report by: Carly Hill (Assistant Director Medical Directorate), Sub-Committee Chair

KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING:

Alert¹ (may require discussion)

There are no matters to **alert** members of the Charitable Funds Committee (CFC) to.

Advise² (to monitor)

There are no matters to **advise** members of the CFC of.

Assure³ (to note)

The CFSC wish to **assure** members of the CFC of the following:

- At the Charitable Funds Sub-Committee (CFSC) meeting held on 6 May 2025, members considered and approved two expenditure requests with a value of £32,727.60. Further information on the expenditure requests can be found in Appendix 1.
- The annual review of the Sub-Committee's Terms of Reference (ToR) has been undertaken and is being reported to the June 2025 CFC for consideration and approval as a separate agenda item.
- John Evans, Assistant Director Medical Directorate, will be returning to Chair CFSC meetings from July 2025. Members thanked Carly Hill for her contribution to the Sub-Committee's work over the last two years.

Review of Risks

There are no key risks or areas of concern to bring to the CFC's attention.

Sharing of learning

There are no areas of learning to bring to the CFC's attention on this occasion.

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.

Agenda, papers and minutes of the CFSC are available on request from Fundraising.HywelDda@wales.nhs.uk

¹ There is a lack of confidence that any action in place is sufficient to address the issue satisfactorily and/or within the scope of the operational team or executive to resolve. Engagement, action or intervention required.

² There are areas of concern where assurance has been taken on actions in place but requires close monitoring. An early warning of an emerging and potentially serious concern.

³ There is confidence that actions are robust and will be sufficient to address the issue or generally operating effectively. Routine monitoring.

APPENDIX 1

Summary of expenditure requests considered by the Charitable Funds Sub-Committee:

Meeting: 6 May 2025		
Item	Comments	Decision
<p>CF03159</p> <p>Effective Clinical Practice (ECP) Roadshow</p> <p>Medical Directorate</p> <p>£200.00 <i>Inclusive of VAT</i></p>	<p><u>Request:</u> Funding request to support the cost of room hire for the first Health Board (HB) wide Effective Clinical Practice Roadshow planned for October 2025. A large venue that can hold around 100 delegates is required, larger than a venue available within the HB's estate. The provision of a HB wide roadshow is identified within the 2025-2028 ECP strategic plan and outlined in the delivery plan but there is unfortunately no revenue budget provided or available to meet this cost.</p> <p><u>Patient benefit:</u> Roadshows have been held across the acute sites, including a community roadshow, since 2023. They have been very well attended with positive feedback. The purpose is to highlight what is ECP, providing guidance to staff on where to go when they want to improve effective practice, based on evidence-based guidance and research. Aimed at improving patient outcomes and patient experience, whilst reducing variation of care across the HB and ultimately nationally. The HB wide roadshow will provide direct benefits to delivery of patient care and patient experience whilst focussing on providing Safe, Timely, Effective, Efficient, Equitable and Person-Centred Care. It will also enable clinicians and services to learn from each other and use the experiences of others to introduce and implement innovative care through change management across the HB.</p> <p><u>Eligibility:</u> Running costs associated with internally or externally run courses or conferences which are linked to identified education and training needs.</p> <p><u>Member comments:</u> Request demonstrates sufficient patient benefit and also offers value for money, with an expected attendance of 100 delegates in comparison to the cost of attending external events. Request to ask the ECP team whether consideration has been given to a venue more central to the three counties covered by the HB.</p>	<p>Approved</p>
<p>CF03195</p> <p>Refurbishment of patient waiting room and patient kitchen</p> <p>Chemotherapy Day Unit GGH</p>	<p><u>Request:</u> Refurbishment of the patient waiting room and adjacent patient kitchen to provide a more comfortable and welcoming environment. The project will involve full redecoration, removal and replacement of old fixtures and fittings, purchase of new furniture, and artwork. Work is considered to be above and beyond routine maintenance as the patient waiting room and kitchen are in good working order, meet Welsh Health Technical Memoranda (WHTMs) and are compliant. The request is not to refurbish these areas due to a lack of routine maintenance. The service has instead requested an upgrade to a dated, yet fully functional area in order to create a more welcoming and attractive environment for patients.</p> <p><u>Patient benefit:</u> The current patient waiting room and kitchen are dated and do not provide a welcoming or attractive environment for the many patients who spend a lot of time in this area waiting for treatment or clinic</p>	<p>Approved subject to confirmation from Estates on planned future maintenance.</p>

<p>£32,727.60 <i>Inclusive of VAT</i></p>	<p>appointments. The aim is to refurbish the waiting room to provide calming colours with comfortable seating, as a less clinical atmosphere can help reduce anxiety and physical discomfort for patients. The refurbishment will maximise the space available, creating a more functional area. The improved seating layout will improve the flow of patients, reduce overcrowding, ensuring a more organised and less stressful environment. For clinic appointments and treatment visits we would expect approximately 200 patients per week to benefit (10,400 visits per year).</p> <p><u>Eligibility:</u> Building and/or refurbishment works that create more welcoming and comfortable surroundings for patients, services users, visitors and staff where no NHS exchequer resources are available and will not be available for at least five years.</p> <p><u>Member comments:</u> Request demonstrates sufficient patient benefit and improves the patient environment to provide more welcoming and comfortable surroundings. Confirmation received from the Head of Capital Planning that a request for capital funding would be unlikely to be supported. Request to verify with the local Estates team if any routine maintenance for this area is planned for the near future.</p>	
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