

PWYLLGOR CRONFA ELUSENNOL CHARITABLE FUNDS COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	20 March 2023
TEITL YR ADRODDIAD: TITLE OF REPORT:	Charitable Funds Sub-Committee Update Report
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Mandy Rayani, Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	John Evans, 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 9 November 2022 and 7 March 2023.

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/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; 17 January 2023. The meeting due to be held on 7 March 2023 was stood down as there were no expenditure requests for consideration.

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:

Meeting	Item	Comments	Decision
17-02-2023	CF02430 Ultrasound imaging system PPH Breast Care £18,167.71	Request to make a financial contribution to the replacement of an ultrasound scanner at room 3 of the PPH Breast Care Unit. The remaining balance (£32,833) is being supported by the external PPH Breast Care Unit Fund charity. The current scanner is over 10 years old and the images provided are not clear. Because of this there is a risk of patient misdiagnosis. The new equipment will increase capacity and reduce waiting lists by enabling 40+ appointments to be offered per week. The equipment has a 1-year warranty and service contract and following this period the service plan for the current equipment will be transferred to the new model.	APPROVED <i>subject to approval of the Statement of Need by Clinical Engineering</i>
17-02-2023	CF02413 Masters in Clinical Pharmacy BGH Pharmacy £4,075	The Health Education and Improvement Wales (HEIW) funding available to the Pharmacy department is only able to support home candidates' fees, this request is to fund the fee difference for a foreign national to retain and support the candidate for the 22/23 academic year. The Hywel Dda higher awards budget is not in a position to support any additional higher awards application this year. The diploma training forms a critical part of the knowledge base for the clinical role that pharmacists provide. The additional clinical and medication management knowledge and skills gained ensures development of the team to provide high quality patient care.	APPROVED
17-02-2023	CF02425 Postgraduate Diploma in Clinical Pharmacy Practice GGH Pharmacy £3,850	The Pharmacy department's HEIW funding allocation and the Hywel Dda higher awards budget are not in a position to support any additional higher awards application this year. The qualification will allow the candidate to increase knowledge for the provision of patient focussed care, as well as efficiency in delivery due to enhanced clinical skills Learning would be applied to practice and as a result provide optimised pharmaceutical care to patients.	APPROVED

2. Key Decisions

No key decisions were made by the CFSC during this reporting period.

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

The following charitable expenditure requests were considered and approved via Chair's Action during this reporting period, taking place outside of the cycle of CFSC meetings:

Date	Item	Comments	Decision
29-11-2022	CF02403	Attendance at the International Confederation of Midwives triennial congress in Bali, June 2023. No similar conference held in the UK.	RATIFIED

Oversees conference request	Also to present a masters dissertation at the conference. Gain skills and knowledge to bring back to maternity services. Improve care and outcomes for women and families from the findings, sharing and learning the event will offer. Be able to support colleagues and student midwives to further their skills by sharing and supporting best evidence and practice.	Approved via Chair's Actions on 29/11/2022
Maternity Services		
£1,404		

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

There were no matters considered by the CFSC for noting by the CFC during this reporting period.

6. Requests for the Establishment of New Charitable Funds

Although there were no requests for the establishment of a new charitable fund received during this reporting period, feedback was provided to members from the CFC meeting held on 28 November 2022.

Members were advised that concerns were raised by the CFC regarding the CFSC's decision to approve a request to create a new charitable fund for the adult Attention Deficit Hyperactivity Disorder (ADHD) service within the Mental Health and Learning Disabilities (MHL) Directorate. Although the request had been approved by the CFSC, CFC members did not agree with the rationale for the request due to the limited focus of the fund. It was also felt that the request for the new fund did not align with the CFC's objective of streamlining funds to move to a structure where more 'general' funds are created to offer services more flexibility on how charitable donations can be used.

7. CFSC Meeting Dates for 2023/24

Charitable Funds Sub-Committee	Update report to Charitable Funds Committee
2 nd May 2023	23 rd May 2023
4 th July 20223	26 th September 2023
5 th September 2023	26 th September 2023
7 th November 2023	28 th November 2023
16 th January 2024	12 th March 2024
5 th March 2024	12 th March 2024

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:	<u>Charitable Funds Committee</u> 12.6 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. <u>Charitable Funds Sub-Committee</u> 10.4.1 The Sub-Committee Chair, supported by the Sub-Committee Secretary, shall report formally, regularly and on a timely basis to the Charitable Funds Committee on the Sub-Committee's activities. This includes the submission of a Sub-Committee update report as well as the presentation of an Annual Report within 6 weeks of the financial year.
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	2E Evidencing impact of charitable funds
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.
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cronfa Elusennol:	Head of Hywel Dda Health Charities Charitable Funds Sub-Committee

Parties / Committees consulted prior to Charitable Funds Committee:	
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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.
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.