



TABLE OF ACTIONS

CHARITABLE FUNDS COMMITTEE MEETING  
HELD ON 20 MARCH 2023

MINUTE REFERENCE	ACTION	LEAD	TIME SCALE	PROGRESS
CFC(23)06	<p><b>RATIFICATION OF ANY APPROVALS MADE OUTSIDE THE MEETING VIA CHAIR’S ACTION</b></p> <ul style="list-style-type: none"> <li>To liaise with the Head of Culture and Workforce Experience and W&amp;OD team regarding donations to the three month pilot scheme to provide sanitary products for staff in Withybush General Hospital, and to inquire about arrangements in place elsewhere, in order to provide an update at the next Committee meeting</li> </ul>	NLI/RB	25.04.23	<p>Following consideration, W&amp;OD has raised difficulties with regard to the operational resources needed to manage ongoing donations, logistical issues in obtaining products and storing them, and possible reputational damage to the organisation with any communication strategy</p> <p>It has been deemed more efficient and effective for the Health Board to purchase and manage stock supplies and colleagues in Facilities will find storage space for closely monitored and managed supply for the pilot.</p> <p>With regard to arrangements in place elsewhere, the Culture and Workforce Experience Manager is liaising with the all-Wales Health and Wellbeing Group</p>

MINUTE REFERENCE	ACTION	LEAD	TIME SCALE	PROGRESS
CFC(23)09	<p><b>PRESENTATION ON RECENT CHARITABLE FUNDS EXPENDITURE: LIFELONG LEARNING FUND</b></p> <ul style="list-style-type: none"> <li>To provide an update for the next Committee meeting regarding engagement with the community and Primary Care workforce</li> </ul>	GL	25.04.23	Action complete; The Learning and Development Team has developed an engagement strategy that will focus on improving awareness and increasing applications for funding, amongst under-represented groups. (The fund will not be made exclusive to these groups and applications from all staff are welcome.) The engagement strategy includes, but is not limited to, attending day 5 of Skills2Care courses to promote the fund, roadshows and visits to community sites, liaison via the Primary Care Academy and targeted email.
CFC(23)13	<p><b>INVESTMENT ADVISOR SUB-COMMITTEE UPDATE REPORT</b></p> <ul style="list-style-type: none"> <li>To provide an update, following receipt of feedback from the Director of W&amp;OD as to whether a strategic advisor to the Sub-Committee can be appointed, for the next Committee meeting</li> </ul>	RD	25.04.23	In progress: No further feedback received from Director of W&OD. Currently looking at whether this could be set up as an internal Sub-Committee. Discussion to be held between Director of Finance, Director of Nursing, Quality and Patient Experience, and Board Secretary.
CFC(23)18	<p><b>UPDATE ON EXPENDITURE: STAFF WELFARE AND WELLBEING - REST AREAS</b></p> <ul style="list-style-type: none"> <li>To provide an update on the impact of the expenditure to the September 2023 CFC meeting</li> </ul>	NLI	05.09.23	Forward planned for inclusion on the agenda for the September 2023 Committee meeting

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CFC(23)21	<b>HYWEL DDA HEALTH CHARITIES WORKPLAN 2023/24</b> <ul style="list-style-type: none"> <li>To confirm that the charity's promotional material is being displayed on display screens in healthcare settings</li> </ul>	NLI	25.04.23	Action complete; Content is submitted on a regular basis to the Digital Communications team however the team has reported problems with updating the current screens. This will be addressed by the installation of a new system shortly.
CFC(23)22	<b>PROPOSAL TO RATIONALISE THE NUMBER OF CHARITABLE FUNDS</b> <ul style="list-style-type: none"> <li>To liaise with the Assistant Director of Corporate Legal Services and Public Affairs regarding expertise on restrictions</li> </ul>	RD	04.04.23	Action complete; The Head of Corporate Legal Services & Public Affairs is now reviewing all new legacy income to advise on the correct classification (restricted or unrestricted). Support will also be provided to advise on historic legacy income when the review commences.
		SD	04.04.23	Action complete; Proposals approved by the CFC in March 2023 to be discussed at Formal Executive Team on 24 <sup>th</sup> May 2023.

RD – Rhian Davies  
NLI – Nicola Llewelyn  
GL – Gemma Littlejohns  
SD – Sharon Daniel  
RB – Robert Blake