

PWYLLGOR CRONFA ELUSENNOL CHARITABLE FUNDS COMMITTEE

DYDDIAD Y CYFARFOD: DATE OF MEETING:	28 November 2022
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 6th September and 8th November 2022.

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; 8th November 2022.

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
08-11-2022	CF0236	Support expenditure over the festive period to improve the experience of patients visiting or	APPROVED

	Festive expenditure across HDdUHB £22,500.00	staying in hospital and for staff required to work in a healthcare setting over this period. Expenditure is above and beyond what the NHS can provide and in line with the approved guidelines documented in the charitable funds' financial administration and governance procedure (FP-420) as well as the charity's expenditure eligibility criteria.	
08-11-2022	CF02360 Diploma in Clinical Management of Pain Course (year 2) PPH Pharmacy £5,400.00 <i>Retrospective request</i>	Course will increase the applicant's knowledge of chronic pain and its management which ensures patient care follows an evidence-based approach in practice. Patients with chronic pain often have complex needs, therefore, the applicant can care for these patients in a holistic manner following the most up to date evidence. Funding for year 1 of this course was provided by the HEIW but further funding is not available at this point in time. Unfortunately, the Hywel Dda higher awards budget is not in a position to support any additional higher award applications this year. <i>Due to the retrospective nature of the request, CFSC consideration was also required in line with the Charitable Funds Financial Procedure (FP 420).</i>	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
12/09/22	CF02340 MSc Physiotherapy modules (year 1) Physiotherapy/ GGH Major Trauma Team £2,268.00	Studies will provide improved knowledge and capabilities of research and development to use across the entire journey of major trauma patient. Whilst in its infancy, the major trauma service aims to develop projects, sub-groups as well as the service itself. Furthering studies in clinic research and ethics with this. It will also help clinically appraise research and best deliver evidence-based care to patients through new services including outpatient clinics, building a landing pad and developing patient support groups. Approved by the Higher Awards Panel as eligible studies, in line with the Hywel Dda Learning & Development Policy and charitable funds eligibility criteria.	APPROVED Ratified by CFSC on 08-11-2022

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

The following request for the establishment of a new charitable fund was received during this reporting period:

Meeting	Service	Comments	Decision
08-11-2022	Adult Attention Deficit Hyperactivity Disorder (ADHD) Service Mental Health and Learning Disabilities Directorate	<ul style="list-style-type: none">• Purpose of fund: Support expenditure above and beyond core NHS budgets to enhance the services provided to ADHD service users and staff associated with the service.• Need for fund: Development of a new service across the area served by HDdUHB. No existing charitable fund with a similar purpose.• Request supported by the MHLD management team. Request aligned to current fund structure within the directorate for service specific funds with the aim of empowering the service to fundraise for specific charitable expenditure.• Acknowledgement of the longer-term aim of reducing the overall number of charitable funds.	APPROVED

7. CFSC Meeting Dates for 2022/23

Charitable Funds Sub-Committee	Update report to Charitable Funds Committee
17 th January 2023	20 th March 2023
7 th March 2023	June 2023

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

12.6 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.

	<p><u>Charitable Funds Sub-Committee</u></p> <p>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.</p>
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.
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.
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.