

**TABLE OF ACTIONS FROM
CHARITABLE FUNDS COMMITTEE (CFC) MEETING HELD ON 26 SEPTEMBER 2023**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
CFC(23)54	MATTERS ARISING AND TABLE OF ACTIONS FROM THE MEETING HELD ON 23 MAY 2023 To share the response to action CFC(23)31 from Christine Davies.	CSO	Sept 2023	Complete. Email issued 29 September 2023.
	To provide an update from Ms Christine Davies (Assistant Director of Organisational Development) as to when the pilot scheme to provide sanitary products for staff in Withybush Hospital will commence.	NLI	Oct 2023	Complete. Appendix 1 provides a detailed response for the rationale for not commencing with the trial.
	To discuss with Ms Christine Davies (Assistant Director of Organisational Development) alternative funding opportunities for an organisational wide roll out.	NLI	Nov 2023	Complete.
CFC(23)57	INTEGRATED HYWEL DDA HEALTH CHARITIES PERFORMANCE REPORT To transfer the current balance on the Barclays deposit account to the Charities Official Investment Fund (COIF) Charities Deposit Fund as soon as possible.	RD	Oct 2023	In progress. Process ongoing due to authorisation matters with Barclays. Verbal update will be provided on progress at November CFC
	To assess expected significant future commitments and agree the amount to be transferred from the charity's deposit account into the Ethical Investment Fund.	RD/TJ	Nov 2023	In progress. Initial view on commitments shared with CFC in September meeting, SRC(23)57 with Integrated Performance Report. Review of commitments will be undertaken following the transfer of funds into the COIF Charities Deposit Fund.

	To approve the proposed amounts via Chairs Action.	DR/CSO	Nov 2023	In progress. Process ongoing due to authorisation matters with Barclays. Verbal update will be provided on progress at November CFC
	To include in the CFC Update Report to Board details of the agreed investment option for funds currently held in the charity's deposit account.	CSO	Nov 2023	Complete. Included in Update Report to Board.
	To add an Annual Review of the Deposit Account Balance to the Committee's workplan.	CSO	Sept 2023	Complete. Forward planned for 17 September 2024.
CFC(23)58	APPORTIONMENTS OF GOVERNANCE & SUPPORT COSTS AND INVESTMENT INCOME & GAINS To amend the report recommendations in the CFC minutes.	CSO	Sept 2023	Complete.
	To undertake a review of the Governance & Support Costs and present the findings to CFC on 12 March 2024.	RD/TJ/NLI	March 2024	Complete. Report forward planned onto the CFC Work Programme for 12 March 2024.
CFC(23)61	EXPENDITURE REQUEST: ARTS IN HEALTH FOR STAFF WELLBEING ACTIVITIES To present an update to the People, Organisational Development and Culture Committee (PODCC).	KL	Nov 2023	In progress. Arts in Health Coordinator arranging date to present update.
	To ensure that community and primary care staff are able to access activities relating to the Arts in Health programmes.	KL	Oct 2023	Complete. Working Group formed and will consider means of engagement with community and primary care staff.
CFC(23)65	EVALUATION REPORT: ECHOCARDIOGRAPHY MACHINES, CARDIO-RESPIRATORY DEPARTMENT, WH To establish whether Tenby Cottage Hospital could be utilised as a venue for echocardiograms clinics.	SD	Oct 2023	Complete. Pembrokeshire County Director considers Tenby Cottage Hospital as a feasible venue. Operational implications being considered.

CFC(23)68	CHARITABLE FUNDS SUB-COMMITTEE UPDATE REPORT To advise Ms Amanda Glanville (Assistant Director of People Development) that once the process relating to approval of higher award funding is finalised, it should be presented to PODCC.	NLI	Oct 2023	Complete. PODCC CSO advises Chair/Exec Lead will be asked if approval of process can be considered in February 2023 PODCC.
CFC(23)74	DRAFT ANNUAL ACCOUNTS (2022/23) To arrange an Extraordinary CFC meeting to approve the CFC Annual Accounts in January 2024 (date to be confirmed).	CSO	Oct 2023	Complete. Draft accounts to be presented to November 2023 CFC and date for Extraordinary CFC will be discussed and agreed.

DR – Delyth Raynsford
NLI – Nicola Llewelyn

SD – Sharon Daniel
KL – Kathryn Lambert

RD – Rhian Davies
CSO – Committee Services Officer

TJ – Timothy John

Update on the Pilot Scheme to Provide Sanitary Products for Staff in Withybush Hospital

In November 2022 Charitable Funds Committee approved funding for £2908 to support the roll out of a pilot scheme to ensure that boxes containing menstrual products can be provided in work areas across the Health Board. This was initially to be trialled on one acute site, Withybush Hospital (WH). The Period Poverty Report is available [here](#).

However, there was a delay in purchasing the amount of period products necessary to run this scheme through procurement. This delay has also seen greater challenges to the operational management in the pilot progressing. The Culture and Workforce Experience (C&WE) Team has seen several staff moving into new roles. These vacancies within the team and the increase in cultural work across the organisation has seen this pilot fall down the list of priorities.

There is also greater pressure on our Estates Teams, tasked in the day-to-day running of the pilot within WH. The discovery of reinforced autoclaved aerated concrete (RAAC) has seen wards and floors being closed. This major incident has added more demands onto Estates colleagues in competing their roles. It would be an unfair request to add more burden to them at this time, in operationally managing the pilot.

The organisation has also seen additional demands placed on it around saving on financial budgets. The extreme service demands, and financial pressures have resulted in a need to evaluate expenditure. All short-term goals are now being asked to be reviewed and critically analysed to ensure the Health Board are spending capital expenditure frugally.

The organisation will need to roll out a scheme of this type to fully embed the [Welsh Government Period Dignity Strategic Action Plan](#), and specifically point 38/41 ('Assess current provision and consider options to provide period products within health areas such as hospitals, GP surgeries and community health spaces to patients, visitors and staff.').

Welsh Government is suggesting a March 2026 implementation date for this, so the learning gained from this work, places HDdUHB in an excellent position to fully embrace period dignity in the next 24 months.

In summary it has been agreed to pause this pilot it for the following reasons:

1. To allow time for the C&WE Team to build up to full quota and support the successful implementation of a scheme of this type.
2. To evaluate if WH is still suitable and supports the ability to engage with Estates Teams at another acute site for any potential roll out.

The scheme, if successful, would need further investment to roll out across the organisation. Whilst research shows these schemes add value, it would be extremely difficult to measure the scheme and request a budget at this current time of financial scrutiny.