



**CYFARFOD O'R YMDDIRIEDOLWR CORFFORAETHOL
MEETING OF THE CORPORATE TRUSTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	29 July 2021
TEITL YR ADRODDIAD: TITLE OF REPORT:	Approval of Charitable Funds for the Bronglais General Hospital Chemotherapy Day Unit Project
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Andrew Carruthers, Director of Operations
SWYDDOG ADRODD: REPORTING OFFICER:	Peter Skitt, County Director Ceredigion

Pwrpas yr Adroddiad (dewiswch fel yn addas)

Purpose of the Report (select as appropriate)

Ar Gyfer Penderfyniad/For Decision

**ADRODDIAD SCAA
SBAR REPORT**

Sefyllfa / Situation

The Board of Hywel Dda University Local Health Board (HDdUHB), in its role as corporate trustee of the charitable funds held by HDdUHB, is requested to approve the release of £671,301.09 from HDdUHB charitable funds to contribute to the Bronglais General Hospital (BGH) Chemotherapy Day Unit (CDU) development.

Cefndir / Background

HDdUHB has been appointed as Corporate Trustee of the charitable funds by virtue of Statutory Instrument 2009 No. 778 (W.66) and that its Board serves as its agent in the administration of the charitable funds held by the University Health Board.

The Charitable Funds Committee (CFC) has been established as a Committee of the HDdUHB and constituted from 22nd July 2010.

The purpose of the CFC is to:

- Make and monitor arrangements for the control and management of the Board's Charitable Funds, within the budget, priorities and spending criteria determined by the Board and consistent with the legislative framework.
- Provide assurance to the Board in its role as corporate trustees of the charitable funds held and administered by the University Health Board.
- Agree issues to be escalated to the Board with recommendations for action.

The CFC is responsible for approving all charitable expenditure above £50,000 in accordance with the Committee's terms of reference and agreed scheme of financial delegation. Expenditure over £100,000 requires the approval of the Corporate Trustee.

Asesiad / Assessment

The proposal for the development of a new CDU at BGH outlines the key changes, rationale, project scope, associated timescales, funding strategy, benefits and risks relating to the development.

The development costs have been estimated with a project out-turn cost of £2,197,717 (provisional estimated costs), is broken down as follows:

Capital Cost Summary

Ref	Cost Centre	Net £	VAT @ 20% £	Gross £
5	Works Cost (DAF2)	1,136,191.88	227,238.38	1,363,430.26
6	Fees & Charitable Funding Support (DAF3)	244,336.43	48,867.29	293,203.71
7	Non-works Costs (DAF3)	162,675.13	32,535.03	195,210.16
8	Equipment Costs (DAF2) (0% of (5))	179,437.78	35,887.56	215,325.34
9	Contingency (15% of 5)	149,512.69	29,902.54	179,415.23
10	Forecast Project Out-turn Cost (Pre VAT Recovery)	1,872,153.91	374,430.78	2,246,584.69
11	LESS RECOVERABLE VAT (DAF5)		48,867.29	48,867.29
12	FORECAST PROJECT OUT-TURN COST	1,872,153.91	325,563.50	2,197,717.40

The current position in relation to the funding confirmed or pending approval for the development is broken down as follows:

1. Capital development	Total £	Status
1.1 Provisional Cost Estimate	2,197,717.40	16 th June 2021 – V4
Total	2,197,717.40	
2. Confirmed charitable funds	Total £	Status
2.1 Ceredigion Cancer Services T865	287,496.00	CFC approval September 2019. Held in UHB charitable funds.
2.2 B.A. Jenkins Legacy Fund T322	259,977.00	CFC approval September 2019. Held in UHB charitable funds. Future interest growth also approved.
Total	547,473.00	
3. Charitable funds pending approval	Total £	Status
3.1 BGH Chemotherapy Day Unit Appeal Fund T392	97,364.29	Donation from the former trustees of the Mid Wales Scanner Appeal (November 2019). Restricted for the CDU development. Held in UHB charitable funds. CFC approval June 2021 – pending corporate trustee approval.
3.2 Ceredigion Cancer Services T865	173,936.80	80% of fund balance as of 31 st March 2021.

		CFC approval June 2021 – pending corporate trustee approval.
3.3 Bronglais Hospital General Fund T330	400,000.00	Supported by the BGH Hospital Services Committee June 2021. CFC approval June 2021 – pending corporate trustee approval.
Total	671,301.09	
4. Funding pending from other sources	Total £	Status
4.1 Mid Wales Colo-Rectal Cancer Fund	110,000.00	Receipt of funds pending. Verbal commitment of funds provided in October 2020.
Total	110,000.00	
5. Confirmed funding from other sources	Total £	Status
5.1 UHB discretionary capital funding	364,461.00	Approved as a pre-commitment from HDdUHB's 2022/23 discretionary capital programme.
Total	364,461.00	
6. Total funds available / pending	1,693,235.09	
7. Funding shortfall	504,482.31	

At the Charitable Funds Committee meeting held on 30th June 2021, Members approved the development of a fundraising appeal under the umbrella of Hywel Dda Health Charities for the new CDU at BGH, to meet the shortfall of £500,000 in funds required for the project, subject to the development being approved by Board.

At the meeting, Members also endorsed and recommended for approval by the Corporate Trustee an additional contribution of £671,301.09 from HDdUHB charitable funds for the development.

The benefits of the BGH CDU project, as outlined in the 29th July 2021 HDdUHB Public Board meeting, can be summarised as follows:

1. Improving patient experience, via promotion of dignity and respect.
2. Providing a significantly improved environment for patients to offer comfort in modern surroundings.
3. Providing a fit-for-the-future environment to deliver chemotherapy and haematological services, resulting in greater clinical efficiency and effectiveness for clinical staff.
4. Additional facilities such as counselling rooms and private spaces to ensure the ability to deliver privacy and dignity to patients and their families.
5. Providing the ability to deliver chemotherapy in a dedicated, safe environment by creating:
 - 6 bay treatment area with potential to expand to 8 bays.
 - Dedicated consultation/examination rooms along with chemotherapy treatment rooms.
 - Provision of a dedicated reception area together with dedicated outpatient areas (for up to 20 persons and 2-3 wheelchair users);
 - Provision of a multi-disciplinary team meeting room.
 - A social area (information centre).
 - Increased patient WC facilities.

It has long been recognised that the physical environment of the current CDU at BGH is not fit for purpose. Whilst the excellent clinical teams deliver the very best care possible, the current environment is in need of modernising. The development of the new unit will ensure that the population of Ceredigion and the neighbouring counties of Powys and Gwynedd will be treated in a modern and welcoming environment to match the outstanding care they receive from staff.

Following CFC endorsement, the Board in its role as Corporate Trustee of the charitable funds held by the UHB, is being asked to consider and approve the following contribution from HDdUHB charitable funds for the development:

BGH Chemotherapy Day Unit Appeal Fund T392	£97,364.29	Donation from the former trustees of the Mid Wales Scanner Appeal, restricted for the CDU development. Held in UHB charitable funds. CFC approval June 2021 – pending corporate trustee approval.
Ceredigion Cancer Services T865	£173,936.80	80% of fund balance as of 31 st March 2021. CFC approval June 2021 – pending corporate trustee approval.
Bronglais Hospital General Fund T330	£400,000.00	Supported by the BGH Hospital Services Committee June 2021. CFC approval June 2021 – pending corporate trustee approval.

Total £671,301.09

Argymhelliad / Recommendation

The Board of Hywel Dda University Local Health Board, in its role as Corporate Trustee of the charitable funds held by the UHB, is asked to **CONSIDER** and **APPROVE** a contribution of **£671,301.09** from HDdUHB charitable funds for the development of a new CDU at BGH.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable for this paper.
Safon(au) Gofal ac Iechyd: Health and Care Standard(s): Hyperlink to NHS Wales Health & Care Standards	Governance, Leadership and Accountability
Amcanion Strategol y BIP: UHB Strategic Objectives: Hyperlink to HDdUHB Strategic Objectives	All Strategic Objectives are applicable
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Statement	Improve Population Health through prevention and early intervention

Gwybodaeth Ychwanegol: Further Information:	
Ar sail tystiolaeth: Evidence Base:	Standing Orders / Standing Financial Instructions Charitable Funds Committee Terms of Reference Charity Commission guidance
Rhestr Termau: Glossary of Terms:	Included within the body of the report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Cyfarfod Mewnol Pwyllgor Bwrdd Iechyd Prifysgol: Parties / Committees consulted prior to the In Committee University Health Board:	Charitable Funds Committee

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Hywel Dda University Local Health Board holds the charitable funds linked to its NHS services in the capacity of a Corporate Trustee. The responsibility for the management and use of these charitable funds held on trust lies with the Board of Hywel Dda University Local Health Board acting as Corporate Trustee. The Charitable Funds Committee has been established as a Committee of the Hywel Dda University Local Health Board. The purpose of the Charitable Funds Committee is to make and monitor arrangements for the control and management of the UHB's charitable funds, within the budget, priorities and spending criteria determined by the Board and consistent with the legislative framework. The Committee is responsible for ensuring that all charitable expenditure is reasonable, clinically and ethically appropriate.
Ansawdd / Gofal Claf: Quality / Patient Care:	The Charitable Funds Committee must ensure that adequate controls and governance arrangements are in place to ensure that our charitable funds are used to support NHS services locally.
Gweithlu: Workforce:	The resources outlined in the paper will allow the work of the charity to be further developed. The charity has no employees but accesses staff time via the University Health Board.
Risg: Risk:	Breach of Standing Orders and/or Standing Financial Instructions if the Charitable Funds Committee's Terms of Reference are not adhered to.
Cyfreithiol: Legal:	The charity's financial reporting is in line with charity law and guidance.
Enw Da: Reputational:	No impact
Gyfrinachedd: Privacy:	No impact

**Cydraddoldeb:
Equality:**

No EqIA is considered necessary for a paper of this type.