



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

DYDDIAD Y CYFARFOD: DATE OF MEETING:	29 September 2022
TEITL YR ADRODDIAD: TITLE OF REPORT:	Ratification of Charitable Funds Approvals over £100,000
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Mandy Rayani, Director of Nursing, Quality and Patient Experience
SWYDDOG ADRODD: REPORTING OFFICER:	Nicola Llewelyn, Head of Hywel Dda Health Charities

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 ratify the approval of one charitable funds application presented to the Charitable Funds Committee at its meeting on 26th September 2022.

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 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 between £50,000 and £100,000 in accordance with the Committee's terms of reference and agreed scheme of financial delegation. Expenditure over £100,000 requires the approval of the CFC as well as the approval of the Corporate Trustee.

Asesiad / Assessment

- **Cardiology Equipment (Withybush General Hospital Paediatrics)**

The report, attached at Appendix 1, was presented to CFC at its meeting on 26th September 2022 and, following discussion, the request for charitable funding received approval subject to ratification by the Corporate Trustee. The Corporate Trustee is requested to ratify the request for charitable funds expenditure of £200176.72 for the purchase of two echocardiography machines from the T460 Pembrokeshire Cardiology Equipment Fund.

Following the CFC meeting, the total amount required was confirmed as £192,976.72 due to a revision of the maintenance costs and all the items qualifying for charitable fund zero-rating VAT relief.

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:

- **RATIFY** the release of £192,976.72 of charitable funding to support the purchase of two echocardiography machines.

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 Termiau: Glossary of Terms:	Included within the body of the report
Partïon / 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.



**PWYLLGOR CRONFA ELUSENNOL
CHARITABLE FUNDS COMMITTEE**

DYDDIAD Y CYFARFOD: DATE OF MEETING:	26 September 2022
TEITL YR ADRODDIAD: TITLE OF REPORT:	Consideration of Charitable Funds Expenditure Requiring Committee Approval - Cardiology Equipment (Withybush General Hospital-Cardio Respiratory Department).
CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:	Andrew Carruthers, Director of Operations
SWYDDOG ADRODD: REPORTING OFFICER:	Janice Cole-Williams, General Manager Teleri Cudd, Cardiac Physiologist

**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

This report is being presented to the Charitable Funds Committee to consider and approve an application for £200176.72 of charitable funding to support the purchase of two echocardiography machines, prior to presentation to the Board at its Public meeting on 29th September 2022 for ratification in its role as Corporate Trustee.

The need for two new echo machines (1 Vivid S70 (portable machine) and 1 Vivid E95) has been identified for several reasons. New trainee sonographers have been recruited in the Withybush General Hospital (WGH) Cardio-Respiratory Department and in order for the Sonographers to help reduce the waiting lists, extra machines are required to enable more scans to be undertaken at the same time. There is currently only one portable echo machine, meaning only one Sonographer is able to scan inpatients on the ward at a time. With an extra portable machine, WGH's inpatient echocardiograms will be done sooner, which would help significantly with hospital discharges.

Furthermore, with the Department's backlog of outpatients waiting for echocardiograms, secondary to COVID-19, more machines and Sonographers would enable waiting lists to be reduced as more outpatient lists will be carried out at the same time. There are several specialised, advanced clinics being carried out in the Department and in order to carry out these services long term, extra machines are needed in order for the routine and urgent transthoracic echocardiogram outpatient and inpatients lists to be performed alongside the clinics. New, up to date echo machines will also enable employees to work faster and increase productivity within the workplace. The need for more machines has been discussed and confirmed with the Head of Department and the Head of Service.

Cefndir / Background

There will be clear and direct benefits to patient care with more machines within the Department. Echocardiography is central to the assessment and management of all cardiac diseases and with more machines, patients will be waiting less time for diagnosis. There are several specialist clinics being delivered by the Echocardiography team at WGH, which helps to decrease Cardiologists' workloads and decreases Cardiology clinic waiting lists. These clinics also save patients from needing to travel to other sites for tests and include:

- Congenital defect clinics
- Valve clinics
- Dobutamine stress echo clinics
- Transoesophageal echocardiograms (which will be starting in the near future).

Extra machines will be needed in order for more routine/urgent transthoracic echo scans to be undertaken, in addition to the new specialised clinics.

Additionally, two new machines will reduce waiting times for urgent echocardiograms, such as oncology scans, which are performed as a comprehensive evaluation secondary to the therapeutic regimen used. Urgent and routine echocardiograms in the outpatient and inpatient setting would be performed sooner with new/extra machines for the Cardio Respiratory Department, which would significantly benefit patient care.

Asesiad / Assessment

Physiologists and consultants require regular access to maintain their clinics and ensure patients are able to be diagnosed and referred correctly. Currently, there are only three echo machines (this includes one portable machine for inpatient echos) within the Department, which are being shared between four Physiologists. With more trainee Sonographers and more advanced, specialised clinics being developed within the Cardio Respiratory Department, there are currently not enough machines available.

Current waiting lists for a transthoracic echo is approximately 4-5 months. With two extra machines, more routine and urgent echo lists would be performed daily, which would significantly reduce echocardiography waiting lists. Patients within these lists hold a significant clinical risk related to cardiac defects and anomalies, which will only be detected by echocardiography scan. The majority of these will be identified and monitored by detailed echocardiography examination within the WGH echo clinics. It is therefore imperative to be able to provide local, faster and regular access to patients awaiting echocardiography. In order to maintain service provision, investment in new, reliable and modern equipment is essential. It is equally important to ensure that access for the inpatient population in WGH is also maintained by having 2 portable machines within the Department.

Advice on an appropriate Echocardiography option has been received. The identified machines, Vivid E95 4d Ultra Edition and Vivid S70 R4, meet the requirements of the National Framework Agreement for Ultrasound. The device is supplied by the NHS supply chain and as such, a saving of £22,786.26 has been identified. The overall cost of both machines is £162,966.72 exclusive of VAT.

Revenue Costs - Servicing/Maintenance of Equipment.

The total for maintenance of both machines is £37210+VAT to support with ongoing upgrade/servicing costs for the first five years post purchase (one year warranty and four years maintenance cover), should this bid be accepted. This will allow support to be commissioned with the manufacturers (GE) in line with existing financial and engineering requirements.

Argymhelliad / Recommendation

The Committee is requested to **APPROVE** the application for £200176.72 of charitable funding from the T460 Pembrokeshire Cardiology Equipment Fund to support the purchase of two echocardiography machines, prior to presentation to the Board at its Public meeting on 29th September 2022 for ratification in its role as Corporate Trustee.

Amcanion: (rhaid cwblhau)

Objectives: (must be completed)

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	4.20 The following thresholds are approved in the Charitable Funds Procedure: <i>"Expenditure less than £10,000 shall only need approval by the nominated fund manager. All expenditure in excess of £10,000 and up to £50,000 will require the approval of the Charitable Funds Sub-Committee. Expenditure in excess of £50,000 will require the approval of the Charitable Funds Committee. Expenditure over £100,000 will require the approval of the Corporate Trustee".</i>
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):	2.9 Medical Devices, Equipment and Diagnostic Systems 3.1 Safe and Clinically Effective Care 2.1 Managing Risk and Promoting Health and Safety
Amcanion Strategol y BIP: UHB Strategic Objectives:	4. The best health and wellbeing for our individuals, families and communities 1. Putting people at the heart of everything we do 5. Safe sustainable, accessible and kind care 3. Striving to deliver and develop excellent services
Amcanion Cynllunio Planning Objectives	3A Improving Together 4S Improvement in Population Health 2E Evidencing impact of charitable funds
Amcanion Llesiant BIP: UHB Well-being Objectives: Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019	4. Improve Population Health through prevention and early intervention, supporting people to live happy and healthy lives 2. Develop a skilled and flexible workforce to meet the changing needs of the modern NHS

Gwybodaeth Ychwanegol: Further Information:

Ar sail tystiolaeth: Evidence Base:	Need to develop equality of service provision at each Paediatric Cardiac centre Meets the British Society of Echocardiography guidelines
Rhestr Termau: Glossary of Terms:	Included in report.
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cronfa Elusennol: Parties / Committees consulted prior to Charitable Funds Committee:	Not Applicable

Effaith: (rhaid cwblhau) Impact: (must be completed)	
Ariannol / Gwerth am Arian: Financial / Service:	Potential risks of poor patient outcomes related to delayed diagnosis. Improved reliability in service provision and stability in equipment availability
Ansawdd / Gofal Claf: Quality / Patient Care:	Improved accuracy and swifter, more reliable waiting list performance Risk of delay in diagnosis of cardiac defects- to include mortality without access to this new equipment. Improved screening and improvement in waiting list performance/ clinical outcomes
Gweithlu: Workforce:	Meeting the British Society of Echocardiogram guidelines and provide accurate and specialised echo scans and reports.
Risg: Risk:	There will be a more stable service delivery. Outpatients and WGH inpatients would be waiting less time for echocardiograms and treated sooner.
Cyfreithiol: Legal:	Not Applicable
Enw Da: Reputational:	Possible media coverage of any successful application.
Gyfrinachedd: Privacy:	Not Applicable
Cydraddoldeb: Equality:	Not Applicable