

**COFNODION Y CYFARFOD BWRDD IECHYD PRIFYSGOL
HEB EU CYMERADWYO/UNAPPROVED MINUTES OF THE UNIVERSITY HEALTH
BOARD CORPORATE TRUSTEE MEETING**

Date of Meeting:	4.00PM, THURSDAY 28 MARCH 2024
Venue:	Y Stiwdio Fach, Canolfan S4C Yr Egin, College Road, Carmarthen SA31 3EQ

Present:	<p>Mrs Judith Hardisty, Interim Chair, Hywel Dda University Health Board Ms Eleanor Marks, Vice-Chair, Hywel Dda University Health Board Mr Maynard Davies, Independent Member (Information Technology) Cllr. Rhodri Evans, Independent Member (Local Authority) Mr Michael Imperato, Independent Member (Legal) Ms Anna Lewis, Independent Member (Community) Ms Ann Murphy, Independent Member (Trade Union) Mrs Chantal Patel, Independent Member (University) Ms Delyth Raynsford, Independent Member (Community) Mr Iwan Thomas, Independent Member (Third Sector) Mr Winston Weir, Independent Member (Finance) Professor Philip Kloer, Interim Chief Executive Mr Mark Henwood, Interim Medical Director Mr Andrew Carruthers, Executive Director of Operations Ms Sharon Daniel, Interim Director of Nursing, Quality and Patient Experience Mr Lee Davies, Executive Director of Strategy and Planning Dr Ardiana Gjini, Executive Director of Public Health Mrs Lisa Gostling, Executive Director of Workforce and Organisational Development and Interim Deputy Chief Executive Mr James Severs, Executive Director of Therapies and Health Science Mr Huw Thomas, Executive Director of Finance</p>
In Attendance:	<p>Ms Jill Paterson, Director of Primary Care, Community and Long-Term Care Mrs Joanne Wilson, Director of Corporate Governance/Board Secretary Ms Alwena Hughes-Moakes, Communications and Engagement Director (VC) Ms Clare Moorcroft, Committee Services Officer (Minutes)</p>

Agenda Item	Item	Action
CT(24)07	INTRODUCTIONS AND APOLOGIES FOR ABSENCE	
	<p>The Interim Chair, Mrs Judith Hardisty, welcomed everyone to the meeting. Apologies for absence were received from:</p> <ul style="list-style-type: none"> Mr Jeremy Hockridge, Chair, Stakeholder Reference Group 	
CT(24)08	DECLARATION OF INTERESTS	
	There were no declarations of interest.	
CT(24)09	HYWEL DDA ARTS AND HEALTH PROVISION CAPACITY BUILDING	
	Ms Sharon Daniel presented the report, which details plans to build capacity within the Hywel Dda Arts and Health team. Benefits, which are applicable to both patients and staff, are outlined within the report and	

	<p>Corporate Trustee approval is sought for the use of Charitable Funds monies to support this expansion. An exit strategy is detailed on page 3 of the report; by Year 4 it is anticipated that the cost will be covered through external funds. As an example of the type of project delivered, Ms Daniel described a session for patients with dementia. Feedback on this session had been extremely powerful and impactful. There is a commitment to share the findings and outcomes of work going forward.</p> <p>Mrs Hardisty welcomed the update on this area of important work. Members heard that the proposal had been discussed in detail at the Charitable Funds Committee (CFC); however, funding is of a level requiring Corporate Trustee approval.</p>	
	<p>The Corporate Trustee:</p> <ul style="list-style-type: none"> • NOTED the Arts and Health Capacity Building Plan • CONSIDERED and APPROVED the application for £198,065 of charitable funding to support the cost of the for the additional Project Support Officer post as part of the overall capacity building of the Arts and Health programme for the next four years 	
<p>CT(24)10</p>	<p>BRONGLAIS GENERAL HOSPITAL CHEMOTHERAPY DAY UNIT REFURBISHMENT PROJECT UPDATE</p> <p>Mr Andrew Carruthers introduced the Bronglais General Hospital (BGH) Chemotherapy Day Unit Refurbishment Project Update report, suggesting that this is self-explanatory. The Scheme is a long-term capital project, with the report presenting options considered to address the financial shortfall identified. Concerns in regard to the shortfall had been raised at the In-Committee Board meeting in January 2024. Following this meeting, the Project team had undertaken a detailed review of the project and potential options. The review had identified a mechanism to reduce the shortfall from £1m to £389k without impacting patient-facing elements of the scheme.</p> <p>In response to a query around whether there would be a 'lessons learned' exercise, Mrs Joanne Wilson advised that an Internal Audit is planned, with findings to be reported to the Audit and Risk Assurance Committee (ARAC). The scope of this audit is currently being agreed.</p> <p>The Corporate Trustee:</p> <ul style="list-style-type: none"> • NOTED the Executive Team and Charitable Funds Committee approval to proceed with the Preferred Option – A Revised Floor Plan that fulfils the project brief and has been clinically approved • CONSIDERED the content of this report, PROVIDED APPROVAL to proceed with the Preferred Option – A Revised Floor Plan and ENDORSED the maximum contribution of the additional charitable funds to bridge the preferred options shortfall of £389,468.91 from the Support for Life Responses Fund (T600) 	
<p>CT(24)11</p>	<p>REVIEW OF APPORTIONMENTS OF GOVERNANCE AND SUPPORT COSTS AND INVESTMENT INCOME AND GAINS</p> <p>Mr Huw Thomas presented the Review of Apportionments of Governance and Support Costs and Investment Income and Gains report, which he hoped was relatively self-explanatory. All three reports presented to the Corporate Trustee had been subject to detailed scrutiny at CFC, with this one being no exception. The report illustrates the costs</p>	

	<p>involved in operating the Hywel Dda Health Charity. It has been agreed that a detailed review should be undertaken around the value, impact and benefits of fundraising, given the costs, the findings of which will be reported to CFC by September 2024.</p> <p>Highlighting the latter, Ms Eleanor Marks expressed concerns regarding costs versus benefits and income generated, and welcomed the plans to undertake a review.</p>	
	<p>The Corporate Trustee:</p> <ul style="list-style-type: none"> • APPROVED the Charitable Funds Committee’s preferred apportionment basis for governance and support costs and investment and income gains, namely Option 2 with a central unrestricted fund (T610) up to a maximum level of 10% of the year end investment fund balance • SUPPORTED and ENDORSED for approval the proposed fundraising, governance and support costs budget for 2024/25, whilst REQUESTING that a review of value and impact be undertaken, to report to CFC by September 2024 	
CT(24)12	ANY OTHER BUSINESS	
	There was no other business reported.	
CT(24)13	DATE AND TIME OF NEXT MEETING	
	To be confirmed.	