

Board of Trustee Meeting

Tue 26 January 2021, 10:00 - 11:00

Agenda

10:00 - 10:00
0 min

1. Welcome & Introductions

Charles Janczewski

1.1. Apologies for Absence

Charles Janczewski

1.2. Declarations of Interest

Charles Janczewski

1.3. Minutes of the Meeting held on 17th November

Charles Janczewski

 1.3 Minutes 17 November 2020.pdf (9 pages)

1.4. Action Log following the meeting held on 17th November

Charles Janczewski

 1.4 Action Log 17 November 2020.pdf (1 pages)

1.5. Chairs Actions taken since last meeting

Charles Janczewski

10:00 - 10:00
0 min

2. Items for Review and Assurance

2.1. Financial Position Report & Update on Dormant Funds

Christopher Lewis

 2.1 Financial Position December 2020 and update on dormant funds.pdf (6 pages)

10:00 - 10:00
0 min


3. Items for Approval/Ratification


3.1. Charitable Funds Annual Report & Accounts 2019/20


Christopher Lewis

 3.1 Charitable Funds Annual Report & Accounts 2019-20.pdf (2 pages)

 3.1 Appendix 1 Health Charity Annual Report.pdf (42 pages)

 3.1 Appendix 2 Audit Enquiries Letter.pdf (2 pages)

 3.1 Appendix 3 Audit Enquiries Response.pdf (13 pages)

 3.1 Appendix 4 ISA 260 Audit Report.pdf (18 pages)

3.2. Horatio's Garden – Consideration of Funding Proposals

Fiona Jenkins

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01/20/2021 13:11:02

10:00 - 10:00
0 min

4. Items for Noting and Information


4.1. Bale Family Communication Update – Approval of bids

Joanne Brandon

 4.1 Bale Family Communication Update - Approval of Bids.pdf (2 pages)

4.2. Update on the NHS Charities Spend

Joanne Brandon

 4.2 Update on the NHS Charities Spend.pdf (5 pages)

10:00 - 10:00
0 min

5. Review of the Meeting

Charles Janczewski

10:00 - 10:00
0 min

6. Any Other Business

10:00 - 10:00
0 min

7. Date and time of next meeting

Thursday 23 September 2021

10.00am

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01/20/2021 13:11:02

Unconfirmed Minutes of the Board of Trustee Meeting
Tuesday 17th November – 14:00 – 16:00
Via MS Teams

Present

Charles Janczewski	CJ	Trustee & UHB Chair
Christopher Lewis	CL	Trustee & Interim Executive Director of Finance
Martin Driscoll	MD	Trustee & Executive Director of Workforce & Organisational Development
Susan Elsmore	SE	Trustee & Independent Member – Local Authority
Michael Imperato	MI	Trustee, UHB Vice Chair & Independent Member – Legal
Fiona Jenkins	FJ	Trustee & Executive Director of Therapies & Health Sciences
Fiona Kinghorn	FK	Trustee & Executive Director of Public Health
Sara Moseley	SM	Trustee & Independent Member – Third Sector
John Union	JU	Trustee & Independent Member - Finance
Dr Rhian Thomas	RT	Trustee & Independent Member – Capital and Estates
Eileen Brandreth	EB	Trustee & Independent Member – ICT
Abigail Harris	AH	Executive Director Strategic Planning
In Attendance:		
Joanne Brandon	JB	Director of Communications
Nicola Foreman	NF	Director of Corporate Governance
Secretariat:		
Nathan Saunders	NS	Corporate Governance Officer
Apologies:		
Steve Curry	SC	Trustee & Chief Operating Officer
Stuart Walker	SW	Trustee & Executive Medical Director
Dawn Ward	DW	Trustee & Independent Member – Trade Union
Akmal Hanuk	AH	Trustee & Independent Member - Community
Ruth Walker	RW	Trustee & Executive Nurse Director
Len Richards	LR	Trustee & Chief Executive Officer

BT 20/11/001	Welcome & Introductions The UHB Chair welcomed everyone to the public meeting in English and Welsh.	Action
BT 20/11/002	Apologies for Absence Apologies for absence were noted.	
BT 20/11/003	Declarations of Interest There were no declarations of interest.	
BT 20/11/004	Minutes of the Committee Meeting held on 22nd September 2020	

	<p>The Director of Corporate Governance (DCG) advised the Trustees that Independent Member – University and Independent Member – ICT should be noted as “present” and not “in attendance” in the last minutes.</p> <p>Resolved that:</p> <p>a) Subject to the above amendment, the Trustee approved the minutes as an accurate and true record of the meeting held on 22nd September 2020.</p>	NS
BT 20/11/005	<p>Action Log following the Meeting held on 22nd September 2020</p> <p>The UHB Chair advised the Trustees that there were 4 complete items and 1 item in progress.</p> <p>The UHB Chair advised that the item in progress, BT 20/09/008 would be received at the next full Board of Trustee meeting.</p>	NS
BT 20/11/006	<p>Chair’s Action taken since last meeting</p> <p>The UHB Chair advised of Chair’s Action relating to the purchase of a Faxitron imaging machine for breast cancer patients from available monies within the breast cancer funding stream.</p> <p>The Executive Director of Therapies and Health Sciences (EDTHS) was invited to comment and as the lead for medical equipment for the UHB advised that the Faxitron imaging machine had a good evidence base and would benefit a lot of patients.</p> <p>The Chair’s Action information would be circulated to Trustees by the Head of Risk and Regulation.</p>	AF
BT 20/11/007	<p>Children’s Hospital for Wales Legacy</p> <p>The DCG advised that she had been contacted by the Children’s Hospital for Wales General Manager to see whether the UHB Charity would object to them receiving a legacy donation of £175,000.</p> <p>The DCG advised that the Business/Operational Manager from the Health Charity was also involved in the conversations and that looking at the donation, it could be argued either way as to who it was intended for.</p> <p>The DCG advised that she had asked the Head of Risk and Regulation to go back to the solicitors for the Executor of the will and to obtain their view on the best way forward. The paper provided set this out and it was recommended that the Trustee approve the position proposed.</p> <p>Resolved that:</p> <p>a) The Trustee noted the contents of the report;</p>	

Saunders Nathan
01/20/2021 13:11:02

	<p>b) The Trustee approved the recommendations of the DCG so that no objection would be raised on the payment of the legacy to the Noah's Ark Children's Hospital Charity.</p>	
BT 20/11/008	<p>Bids recommended for approval following the CFC meeting on 03.11.20</p> <p>Gareth Bale Fund Proposals – Applications for Funding</p> <p>The Director of Communications (DC) advised that the Gareth Bale Family donated £500K to the Health Charity and specified the following specific criteria for the monies:</p> <ul style="list-style-type: none"> • The donation should be spent at UHW; • The donation should be put towards the Covid effort. <p>The DC advised that the Gareth Bale donation had been discussed at the Trustee and CFC Committee on a number of occasions. The report referenced the agreement of the Trustees at the last meeting and that the monies would to be spent on:</p> <ul style="list-style-type: none"> • Staff wellbeing – providing permanent areas for rest and reflection; • Bereavement – providing support for families who have been bereaved during Covid-19 and those who had experienced significant illness during Covid-19; • A link with the ARTS programme to discuss a permanent memorial which could also be moved into UHW. <p>The DC advised that a total of 11 bids had been received which were taken to the CFC Committee for consideration and there were 3 bids that it felt should be brought to the Trustee for consideration. These were:</p> <ul style="list-style-type: none"> • Keeping me Well and Recovery from Covid-19; • Proactive Wellbeing Support for Staff and Managers; • Staff Haven UHW. <p>The DC advised that the CFC Committee had asked the bid applicants to look at value for money and the benefit to staff and patients and that detail was contained within the bid papers.</p> <p>The DC advised that the 3 bids equated to the £500K that the Charity had available to spend and the Trustee was asked to consider the recommended proposals of the CFC Committee and to agree that the Charity write to the Bale family confirming:</p> <ul style="list-style-type: none"> • The Trustees had agreed on the bids and recommendations; • The placing of that information into the public domain; • An invitation to the Bale Family to become involved in the development of those funded projects and bids. <p>The UHB Chair advised the DC that it appeared the figures in the bid papers did not marry with the recommended figures on the lead report and</p>	

Saunders Nathan
01/20/2021 13:11:02

asked if the Trustees could safely be assured that the figures in the lead report were the correct figures.

The DC advised that the figures should equate to the £500K and that applicants were asked to revise their bids to ensure this.

The UHB Chair advised the DC that the bid "Keeping me Well and Recovery from Covid-19" was showing as £590,410 in the bid and asked the EDTHS to comment.

- **Keeping me Well and Recovery from Covid-19**

The EDTHS advised that the original bid equated to more than the available Bale Family money however recognising that there were more bids being put forward, it became apparent that the bid would need to be looked at again. The bid had been taken to Management Executive (ME) and agreement for the bid to be split obtained so that the bid brought today was just for the website. The other part which was for staffing the multidisciplinary team was to be taken separately.

The EDTHS advised that there was a benefit in splitting the bid in that, to meet the Bale Family criteria, the programme would have had to run from UHW rather than running across Cardiff and the Vale and being delivered more as a community based programme rather than hospital based.

The EDTHS advised that there had also been deliberation as to whether this was a core service but it was deemed not so as it was not included in IMTP plans.

The ME gave the go ahead to recruit staff to provide the MDT service and to engage with Primary Care clusters to seek a contribution to this from their cluster funding.

The Interim Executive Director of Finance (IEDF) advised that out of the many bids discussed at the CFC Committee, only the 3 brought to the Trustee really met the Bale Family criteria. Also it was decided at the Committee that the bids would be capped at the £500K enabling the Charity to confirm to the Bale Family that this was the total allocation of their donation rather than it being a contribution towards something bigger.

The IEDF confirmed that with regards to the Keeping me Well and Recovery from Covid-19 bid, it was proposed that the web development side of the bid be taken from the Bale Family fund and the rest be seen more as a core service for which funding would be worked through separately.

The UHB Chair advised therefore that the accompanying paper for the £594K was not appropriate and that a revised bid for £164K, geared to the website design and implementation as described was required.

- **Proactive Wellbeing Support for Staff and Managers**

The DC advised that the bid equated to £282K which was a revised figure.

Saunders, Nathan
01/20/2021 13:11:02

The DC advised that this was a 2 year project aimed at embedding wellbeing throughout the career pathway of all UHB staff, as such it would need to be discussed with the Bale family to extend their criteria from UHW to the wider UHB.

The DC advised that the intention of this bid was to help staff rebuild their psychological resilience and to provide a building block and foundation for good mental health and wellbeing. There was already evidence to show that the programme was working and this was about investing in staff and rolling the programme out more broadly.

The DC advised that the bid of £282K worked out at a spend per head of the UHB staff population of £9.03 per member of staff.

The Executive Director of Workforce & Organisational Development (EDWOD) was invited to comment and advised that this had been discussed before at Board level and that since then, the impact of Covid-19 had heightened and made the need more immediate. There had been a significant increase in staff members accessing the Health and wellbeing service and the time spent with the service, in relation to treatment, had increased.

The Executive Director of Public Health (EDPH) commented that she was really supportive of all the bids. She added that she would like to see this bid linked to her report as the lead for public health right across the career pathway into early retirement and planning for retirement and to think about community staff not just acute sites.

Independent Member – Third Sector (IMTS) commented that it was really good to see this being acknowledged as a priority as people who worked for and with the UHB were at the heart of everything. In addition, it would be good to see the linkages with other programmes aimed at reducing barriers and stigma in coming forward for mental health support and so that it is joined up with other things that are going on.

The EDWOD confirmed that this bid would complement the money made available last year and the year before by the UHB for staff wellbeing. He added that even with the current investment there was still a requirement beyond what we can meet at the moment.

The DC advised that the Health Charity would be looking at the output and outcomes for staff.

The UHB Chair advised that the Trustee was happy to support this bid, subject to the necessary conversations with the Bale Family surrounding extension of the criteria.

- **Staff Haven UHW**

The DC advised that this bid related to a designated space for staff and was a revised bid following CFC Committee recommendations. The bid was asking for £52K for 6 months commission and then to roll out a designated space. It was proposed to keep the name Staff Haven as this

Saunders, Nathan
01/20/2021 13:11:02

was what the areas were called in the first wave. Staff had fed back that this was a place to get out of PPE and relax which was invaluable. Important things like a quiet area, a place for just staff available 365 days a year and also flexibility around its use were included.

The DC advised that the caveat to this bid was that these costs were indicative but once the lakeside wing project had been completed and open, it was understood that this was one of the areas that would be revisited, but this would give the envelope to work within.

The Independent Member – Capital and Estates (IMCE) commented that this was a neat trio of bids covering both the public and staff. Noting that the costs added up to the £500K, she sought assurance that the cost assumptions against each bid were robust and would enable us to deliver the desired outcomes as there was no scope for slippage.

The DC responded that the Charity had returned to the bid owners and it was of note that:

- The Keeping me Well and Recovery from Covid-19 bid was costed out with actual costs;
- The Proactive Wellbeing Support for Staff and Managers bid had been costed out;
- The Staff Haven UHW bid was the only bid where absolute assurance was outstanding.

The DC further advised that the bid applicants would have to work within the cost envelope that they had given or the Charity would have to carry the risk around that. Working with NHS Charities Together also meant that there was constant opportunity to bid for further money from a national pot.

The IEDF was invited to comment and responded that there was a degree of flexibility within the bids which meant they could be scaled up or scaled down, the bid that was more fixed than the others was the Keeping me Well and Recovery from Covid-19 bid which was why that bid was to be funded in full.

The Trustee & Independent Member – Local Authority (IMLA) assured the Trustees that the bids had been heavily interrogated at the CFC Committee meeting and the questions being asked today were similar to those raised at Committee.

The Independent Member – Legal (IML) asked the DC to comment further on the fact that other places already had a staff haven and therefore was this money being used charitably to pay for something that should be provided anyway. The DC responded that most of the places that had provided a staff haven had used their own charity funds and heavily supported by voluntary funds rather than trust funds.

The UHB Chair responded that it was important to note that when Dragon's Heart Hospital opened, a staff haven was very much at the heart of that and Welsh Government funded it but this had now been discontinued.

Saunders, Nathan
01/20/2021 13:11:02

<p style="transform: rotate(-45deg); transform-origin: left bottom;">Saunders, Nathan 01/20/2021 13:11:02</p>	<p>The IML responded that he could see the value of the staff haven but wanted to advise the Trustee that there could be some adverse publicity around it not being UHB funded.</p> <p>The EDTHS commented that the bids were truly valuable and the fact that the UHB did not have them already in place showed that they were not essential. The item would definitely respond to the need to support staff which fitted in with the charitable aims.</p> <p>The UHB Chair advised that the Trustees supported the recommendations of the CFC Committee.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> a) The Trustee accepted the recommended proposals for funding of applications of Bale Fund monies. b) The Trustee agreed to write to the Bale Family confirming the funding and placing the information in the public domain, thanking them for their support pending discussion with their agents about spreading the money further across the UHB. c) The Trustee agreed to invite the Bale Family to become involved in the development of the funded projects. <p>Over £125K Applications for Charitable Funds</p> <p>The DC advised the Trustee of a Conscious Inclusion Bid for £298,500 discussed at CFC Committee meeting. It was clarified that the money was not being requested but the consideration to include in stage 2 application process of NHS Charities Together.</p> <p>The DC advised that the CFC committee felt this was a very important bid put together by the EDWOD's team about reaching out into our seldom heard communities and embedding inclusion, equality and diversity within the organisation.</p> <p>The EDPH very much supported this proposal which fitted in well with the work being done with the test, trace, protect partnership around inclusion with BAME communities and engagement with them.</p> <p>The EDWOD assured the Trustee that this was discussed at length at the CFC Committee meeting and was very much supported by members.</p> <p>The UHB Chair advised the Trustee that the only query he had when putting the bid forward was the need to emphasise that this was not core funding and that we would need to be prepared to defend that position.</p> <p>Resolved that:</p> <ul style="list-style-type: none"> a) The Trustees considered and approved in principle the bid CFCcovid04 – Conscious Inclusion Bid of £298,500 for inclusion in the application for Stage 2 and 3 NHS Charities Together Covid funding. 	<p>JB</p>
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BT 20/11/009	<p>Charitable Funds Committee Minutes: 1st September 2020</p> <p>The Trustee received and approved the CFC confirmed minutes of the meeting on 1st September 2020.</p> <p>Resolved that:</p> <p>a) The Trustee approved the minutes of the meeting held on 1st September 2020.</p>	
BT 20/11/010	<p>Charity Trustee Annual Report</p> <p>The DC advised that the annual report was in draft as feedback would be received from the auditors. The report provided assurance publicly regarding the use of Charity money over the year.</p> <p>The DC advised that it was recommended at the CFC Committee meeting that the report should be the annual report of the Trustees rather than the CFC Committee and an opening by the UHB Chair included and approval by the Trustee. The DCG advised that it should be a Charity Trustee Annual Report given that the Trustee was the accountable body.</p> <p>The UHB Chair advised that he would like to see a joint statement from himself and the Chair of the CFC Committee; it was agreed that this would be acceptable.</p> <p>It was also suggested that more case studies and testimonials from people who had benefited from the Charity be included.</p> <p>Resolved that:</p> <p>(a) the Trustee approved the Annual Report 2019-20 pending amendment.</p>	
BT 20/11/011	<p>Chair's Reports - i. Charitable Funds Committee – 3rd November 2020</p> <p>Resolved that:</p> <p>a) The Trustee noted the report.</p>	
BT 20/11/012	<p>REVIEW OF THE MEETING</p> <p>All confirmed that they were happy with the meeting.</p> <p>The UHB Chair requested a different breakdown of the agenda at future meetings for more clarity.</p>	NS
BT 20/11/013	<p>Any Other Business</p> <p>There was no other business to discuss.</p>	

BT 20/11/014	Items to bring to the attention of the Board There were no items to being to the attention of the Board.	
BT 20/11/015	Date & Time of Next Meeting Tuesday 26 th January 2021 10:00am – 11:00am Via MS Teams	

Saunders Nathan
01/20/2021 13:11:02



Action Log
Following Board of Trustee Meeting held on
17th November 2020

MINUTE REF	SUBJECT	AGREED ACTION	LEAD	DATE	STATUS/COMMENT
Actions Completed					
BT 20/11/006	Purchase of Faxitron Imagine Machine	Head of Risk and Regulation to send Trustees the information of the Chair's action.	Aaron Fowler		COMPLETE Information sent to Trustees by AF
BT 20/11/012	Agenda layout	For the secretariat to ensure the agenda is outlined in the correct format	Nicola Foreman	26/01/21	COMPLETE Secretariat advised
Actions In Progress					
BT 20/09/008	Update on Dormant Funds	To provide an update on expenditure plans received in October 2020 and financial impact on supporting the general reserves	Christopher Lewis	26/01/21	On agenda for 26/01/21
BT 20/11/008	Writing to Bale Family	Write to the Bale Family confirming the funding of bids and placing the information into the public domain, thanking them for their support pending discussion with their agents about spreading the money further across the UHB.	Joanne Brandon	26/01/21	On agenda for 26/01/21
Actions referred to Committees of the Board/Board Development					
BT 20/11/006	Purchase of Faxitron Imagine Machine	The Chair's Action will be brought to the next Charitable Funds Committee meeting in March for further comment and ratification.	Charles Janczewski	26/01/21	

Report Title:	Financial Position Report for the Period Ended 31st December 2020 and Update on Dormant Funds					
Meeting:	Board of Trustee Meeting				Meeting Date:	26th January 2021
Status:	For Discussion		For Assurance	x	For Approval	For Information
Lead Executive:	Interim Executive Director of Finance					
Report Author (Title):	Head of Financial Services					

Background and current situation:

The Trustee has overall responsibility in overseeing the financial management and stewardship of the charitable funds. The financial position report aims to:

- Provide information on the year to date financial performance of the Charity to the period to 31st December 2020;
- Provide an update on the management of dormant funds;
- Assess the forecast financial position on general reserves against commitments already made.

Executive Director Opinion /Key Issues to bring to the attention of the Board/ Committee:

There are two key issues to bring to the attention of the Board of Trustee. These are:

- The year to date financial performance has been very strong due to the value of donations received during the COVID-19 pandemic and significant investment gains;
- The Charity's value of investments has continued its strong rebound following large falls during the start of the pandemic. Along with the agreed application of dormant funds this has strengthen general reserves which now has sufficient resources to meet commitments made.

Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc:)

Financial Performance for the 9 months ended 31st December 2020

The year to date financial position of the charity is summarized in the following table.

Saunders Nathan
01/20/2021 13:11:02

Table 1: Financial position of the Charity for the period to 31st December 2020

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
Fund Balances brought forward April 2020	4,558	1,864	2,515	8,937
Total Income Resources	1,532	238		1,770
Total Resources Expended	-1,147	-343		-1,490
Net Incoming/(Outgoing) Resources	385	-105		280
Gains / (Losses) on Investment Assets	838			838
Net Movement in Funds	1,223	-105	0	1,118
Fund Balances carried forward December 2020	5,781	1,759	2,515	10,055

The above table shows the Charity generated £1.770m of income and spent £1.490m for the period ending December 2020. This has resulted in net income of £0.280m. In addition, the Charity also had market value gains on its investments of £0.838m for the period compared to the March 2020 valuation. The combined effect of these results is a net increase in fund balances for the period to December 2020 of £1.118m to £10.055m.

An analysis of the income received by the charity for the first nine months of the year, is contained in the following table. This also shows the comparison of income received for the same period over the previous 2 years.

Table 2: Schedule of Income for the 9 month period April to December 2020

Income	Unrestricted £000	Restricted £000	Total £000	19/20 £000	18/19 £000
Legacies	129	1	130	32	202
Donations	1,323		1,323	392	422
Staff Lottery		170	170	162	161
Appeals		53	53	200	234
Dividend Income	80	14	94	148	149
Total Income	1,532	238	1,770	934	1,168

This shows a substantial increase in donations with some significant acts of generosity. With current lockdown measure in place for the foreseeable future, normal fund raising activities are likely to be adversely impacted.

A summary balance sheet position is shown in Table 3.

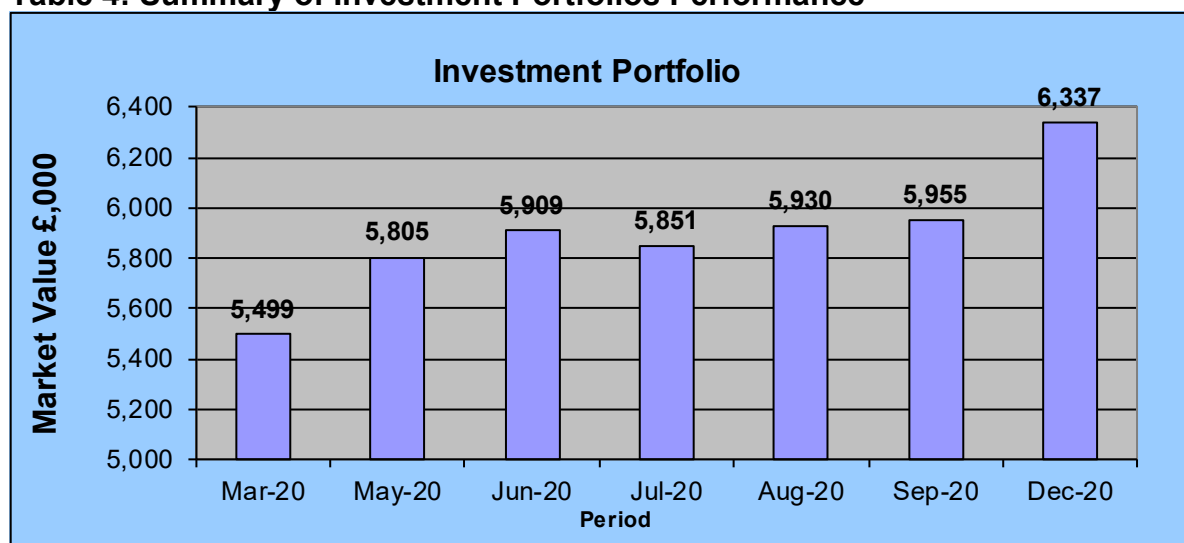
Table 3: Summary Balance Sheet as at 31st December 2020

	Opening Balance £000 01.04.20	Closing Balance £000 31.12.20
Fixed Assets	7,975	8,813
Net Current Assets /Liabilities	962	1,242
Total Net Assets	8,937	10,055
Unrestricted Funds	4,558	5,781
Restricted Funds	1,864	1,759
Endowment Funds	2,515	2,515
Total Funds	8,937	10,055

Of the closing fixed asset balance, £2.476m relates to Rookwood Hospital with the balance of £6.337m relating to the investment portfolio. Of the net current assets closing balance of £1.242m, some £1.585m is supported with cash with the balance being net current liabilities of £0.343m. The fund balances have increased by £1.118m in the period to £10.055m

The following graph shows the investment portfolio's performance from March 2020 to December 2020.

Table 4: Summary of Investment Portfolios Performance



The investment portfolio started the financial year with a market value of £5.499m. The value has increased to £6.337m at the end of December 2020, therefore resulting in a market value gain for the period of £0.838m.

In summary the value of the Charitable Funds has increased by £1.118m in the current year to £10.055m. This increase represents net income of £0.280m and market value gains of £0.838m.

Dormant Funds

The Trustees agreed at their meeting of the 23rd July 2020 to change the policy on unrestricted dormant funds. It was agreed that any unrestricted funds that have been dormant for two full financial year and do not have expenditure plans, are transferred to general reserves. The deadline for submission of expenditure plans was the end of October 2020. Detailed below is a summary of the dormant fund exercise with responses split between Unrestricted and Restricted funds.

Table 5: Summary of Review of Dormant Funds

Funds Classification	Dormant Funds		Responses/Movement		No Responses	
	No	£000	No	£000	No	£000
Unrestricted	70	610	43	465	27	145
Restricted	7	100	5	93	2	7
	77	710	48	558	29	152

The intention is now to:

- Notify the fundholders of the unrestricted dormant funds that do not have expenditure plans that these accounts are now closed and to transfer the balances to general reserves;
- Follow up with the restricted fundholders the requirement to have expenditure plans so that these funds are properly applied.

Forecast Financial Position of the Charity's General Reserves

Whilst the Charity has a net worth of £10.055m, it is structured around undelegated and delegated funds where financial responsibility has been delegated to named fund holders and Heads of Service.

Within these funds are general reserves with a value of £1.431m made up of the following:

- Consolidated general reserve fund balance of £0.448m;
- Year to date investment gains of £0.838m;
- Transfer of dormant funds of £0.145m

Against these general reserves the Charity has approved a number of bids which has resulted in significant financial commitments. These are assessed at being circa **£1.052m** and are summarized below.

Saunders Nathan
01/20/2021 13:11:07

Table 6: Outstanding commitments against General Reserves

Commitments	£'000	Comment
Horatio's Garden	500	No spend to date
UHB Transport Solutions	99	Reduced for additional year-end Creditor £252k and spend to date of £31k.
Employee Wellbeing	194	Includes option 3 approval for two years
Fundraising Costs	67	£223k in year included in I/E and £67k further commitment
Neurological Gardens	192	New Commitment
Total	1,052	

This means that after transferring dormant fund balances, general reserves have a surplus of circa £0.379m after all commitments are met. A key driver for this has been the continued significant increase in the Charities investment portfolio. The stock market has rallied with gains of £0.838m to the end of December following positive vaccine news and a Brexit agreement. The stock market does however remain volatile and at this time caution is advised on further significant commitments.

Recommendation:

The Board of Trustee is asked to:

- **NOTE** the financial position of the Charity;
- **NOTE** the progress made on dormant funds;
- **NOTE** the commitments against general reserves.

Saunders Nathan
01/20/2021 13:11:02

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report									
1. Reduce health inequalities		x		6. Have a planned care system where demand and capacity are in balance					
2. Deliver outcomes that matter to people		x		7. Be a great place to work and learn				x	
3. All take responsibility for improving our health and wellbeing		x		8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology				x	
4. Offer services that deliver the population health our citizens are entitled to expect		x		9. Reduce harm, waste and variation sustainably making best use of the resources available to us				x	
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time				10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives				x	
Five Ways of Working (Sustainable Development Principles) considered									
Please tick as relevant, click here for more information									
Prevention		Long term	x	Integration		Collaboration	x	Involvement	
Equality and Health Impact Assessment Completed:		Not Applicable							

Report Title:	Charitable Funds Annual Report and Accounts 2019/20						
Meeting:	Board of Trustee				Meeting Date:	26 January 2021	
Status:	For Discussion		For Assurance		For Approval	X	For Information
Lead Executive:	Interim Executive Director of Finance						
Report Author (Title):	Interim Executive Director of Finance						

Background and current situation:

The draft Cardiff and Vale Health Charity Annual Report which included the annual accounts, was considered at the Charitable Funds Committee on the 3rd November 2020. These were reviewed for accuracy and completeness and were amended to incorporate comments received.

Neither the final audited version of the Annual Report or the ISA 260 report from Audit Wales have been reviewed by the Charitable Funds Committee as the audit has only recently been completed and therefore these documents were not available in time for its last meeting.

The Trustee is asked to receive and consider for approval the Health Charity Annual Report 2019/20, the response provided to the audit enquiries to those charged with governance and management, the Letter of Representation and the ISA 260 Audit Report.

These documents are included as follows:

- Cardiff and Vale Health Charity Annual Report 2019/20 (incorporating the Final Accounts) **Appendix 1**;
- The audit enquiries to those charged with governance and management **Appendix 2** and response given **Appendix 3**;
- ISA 260 Audit Report (which includes the Letter of Representation) **Appendix 4**.

Executive Director Opinion /Key Issues to bring to the attention of the Board/ Committee:

The Trustee is asked to approve the Health Charity Annual Report and associated documents. Assurance can be provided on the accuracy of the Annual Report, including the Annual Accounts and associated documents by:

- The work that has been completed by Audit Wales in determining that the Health Charity's Annual Report and Accounts give a true and fair view;
- The Letter of Representation to be sent to Audit Wales;
- The response given to the audit enquiries to those charged with governance and management which was endorsed by the Chair, Chief Executive, Chair of the Charitable Funds Committee, Chair of the Audit and Assurance Committee, Director of Corporate Governance, Executive lead for the Charity and Interim Executive Director of Finance.

Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc:)

The Annual Report of the Charity has been prepared in accordance with recommended practice. These have been subject to external review by Audit Wales. Their assessment is detailed in the

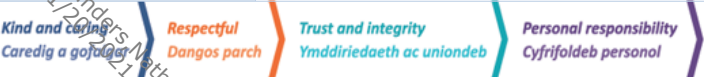
ISA 260 report which includes their opinion, findings and recommendations. This report concludes that the annual accounts shows a true and fair view for the financial year 2019/20.

During the course of the audit there were a few misstatements and errors identified. These have all been corrected in the final accounts and are detailed in the ISA 260 report.

- Recommendation:**
- The Trustee is asked to:
- **CONSIDER** the Cardiff and Vale Health Charity Annual Report for 2019/20, the response provided to the audit enquiries to those charged with governance and management, the Letter of Representation and ISA 260 Report from Audit Wales.
 - **RECOMMEND** the approval of the Charity’s Annual Report 2019/20, based on the assurances given and the recommendation of Audit Wales.
 - **CONFIRM** the statement made in the Letter of Representation to the Auditors and recommend approval of this document.

Shaping our Future Wellbeing Strategic Objectives			
This report should relate to at least one of the UHB’s objectives, so please tick the box of the relevant objective(s) for this report			
1. Reduce health inequalities	X	6. Have a planned care system where demand and capacity are in balance	
2. Deliver outcomes that matter to people	X	7. Be a great place to work and learn	x
3. All take responsibility for improving our health and wellbeing	X	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	x
4. Offer services that deliver the population health our citizens are entitled to expect	X	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	x
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	x

Five Ways of Working (Sustainable Development Principles) considered									
Please tick as relevant, click here for more information									
Prevention	x	Long term	x	Integration		Collaboration	x	Involvement	x
Equality and Health Impact Assessment Completed:		Not Applicable							





GIG
CYMRU
NHS
WALES

Bwrdd Iechyd Prifysgol
Caerdydd a'r Fro
Cardiff and Vale
University Health Board



Annual Report 2019-20



Saunders, Nathan
01/20/2021 13:11:00

"We grow better tomorrow's when
we plant good seeds today"

Contents

Introduction from the Chair of the Health Charity Trustees and Chair of the Charitable Funds Committee	1
Our Year at a Glance	2
How We've Spent Your Money	3
Fundraising Highlights	4
• April - June 2019	5
• July - September 2019	6
• October - December 2019	7
• January - March 2020	8
• Caring During Covid-19 #SpreadTheLove	8
Financial Achievements and Performance	9-11
Structure, Governance and Management	12-16
Cardiff & Vale Health Charity Accounts Year Ended 31st March 2020	17-36
Statement of Financial Trustee Responsibilities	37
Statement of Trustee Responsibilities	38
Report of the Auditor General	39-40

You can find out more about us, the work we do, who we work with and how you can get involved by visiting our website:
www.healthcharity.wales

Introduction



Firstly, we would like to say thank you to all of our NHS colleagues who worked tirelessly during the Covid-19 pandemic to provide compassionate care to our patients.

Our fundraising year ended in March 2020 with lockdown measures in place to help save lives and protect our NHS. We are sure that we speak for everyone when we say we are so grateful for all you have done, and continue to do so.

2019-20 was been another successful year for Cardiff & Vale Health Charity, supporting an ever-growing variety of patient and staff projects throughout Cardiff and Vale University Health Board.

Whilst the Health Charity is always looking at new and innovative ways to raise money, and relies on the support of our generous fundraisers, donors and volunteers, we continued to demonstrate a strong financial performance, generating an income of £1.36m.

The improved visibility of the Health Charity with new branding across our hospital sites, along with the introduction of a fundraising pod at the University Hospital of Wales; there is a greater awareness of the Health Charity across the organisation.

This year has seen the Health Charity team maximise on the success of annual events for their appeals. The Staff Lottery continues to grow, along with some new ventures such as the RHS Cardiff, Pride Cymru, Three Peaks Challenge and a Divas night.

Although the Health Charity spent £2.127m supporting numerous projects enhancing patient experience and staff wellbeing services across the Health Board, we have not been able to support all the projects that had applied for financial support as the Health Charity needs to work within the resources available.

Moving forward, the Charitable Funds Committee has been working towards drafting a Health Charity Strategy for 2019-25 and a calendar of events for the next twelve months. Due to the current Covid-19 pandemic, this will also include a series of 'virtual' events.

Finally, we would like to thank all our donors, patrons and trustees who have supported us throughout this year. Our sincere gratitude goes to members of the Health Charity team and the Communications team for their commitment and hard work to deliver these projects, and making the Health Charity a success.

We hope you will find the stories contained in the report as humbling, interesting and inspiring as we do.

Charles Janczewski
Chair of the Health Charity Trustees

Akmal Hanuk
Chair of the Charitable Funds Committee

Our year at a glance

This year, you've helped to raise a total of £1.36 million pounds to help make things better.



Donations
£734,000



Legacies
£127,000



Investments
£199,000

Other trading activities



£245,000



£63,000



£37,906

Our Appeals



£12,569



£29,347



£114,731



101,883



1,692

new followers



In for a Penny
Small change, Big reward...

£6,984



729

new followers

How we've spent your money

This year, we've spent £2.127 million making things better for our patients and staff.



75%

**Patient education
and welfare**



22%

**Staff education
and welfare**



3%

**Research and
additional costs**

Saunders, Nathan
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Fundraising Highlights



April - June 2019



Cardiff and Vale University Health Board and Cardiff & Vale Health Charity won a Silver-Gilt medal and also Best Blossoming Bed at RHS Cardiff.

It was a real team effort to bring the Blossoming Bed to life with contributions from Men's Shed Cardiff, the activities team at Hafan y Coed Hospital, Natural Resources Wales, the Health Charity team and community volunteers.

Hundreds of people attended Cardiff Bay Barrage for the second Bed Push Challenge to support Doctors, Nurses, Allied Health, Professionals, Health Board Staff and supporters from Admiral Law who were all raising money for their local hospital wards and departments.

Fourteen teams took part in the Battle of the Beds, hoping to be crowned fastest team, racing their themed bed from one side of the barrage to the other.



First Minister, Mark Drakeford visited Our Orchard - Ein Berllan at University Hospital Llandough to plant a tree which will blossom and grow for the future.

Forget-Me-Not Productions took patients on Ward East 18 at University Hospital Llandough on a trip down the 1940s memory lane, on a reminiscence journey to help evoke memories of times gone by. East 18 is a dementia ward and when activities such as this take place on the ward, staff really notice a positive reaction from the patients.



Staff members Oliver Williams, Lisa Lewis and Jayne Catherall all took part in the Virgin London Marathon in 2019, raising money and awareness of the Health Charity.

July - September 2019



The Health Charity funded the increased frequency of the free Park and Ride Service from Pentwyn to the University Hospital of Wales. Instead of buses running every 20 minutes, they were increased to every 10 minutes.

The Health Charity has also funded the Park and Ride Service from Toys r Us Car Park to University Hospital Llandough. Both these services help to improve patient experience and make parking easier for both patients and staff.

Year 11 pupils from Ysgol Gymraeg Bro Morgannwg kindly volunteered their time to a project to improve one of the courtyard gardens in Barry Hospital.

The garden was transformed in a short space of time, with trees trimmed, bulbs planted, bee bombs scattered and weeding done. The finished result looked fantastic.



Fifteen people from all over South Wales took part in the first ever Health Charity Three Peaks Challenge. The team took in Cadair Idris, Snowdon and Pen y Fan in 24 hours, all to raise money to make a difference to patients and staff.

Some new guests arrived at the University Hospital of Wales - hundreds of bees have recently taken up residence in hives on the top of the Cochrane Building.

The hives will help the Health Board and Cardiff University, along with assistance from New Link Wales Buzzin' Project to work together to help make super honey as part of the WellBeeing Project.



A new pod landed at the University Hospital of Wales. The pod, which will act as a Health Charity hub, is located in the concourse to help those who wish to find out more information about the official Health Board charity and for staff to find out how to apply for charitable funds.

October - December 2019



The Health Charity held its second Blue Tie Ball at Mercure Holland House Cardiff raising funds for the Prop Appeal which supports brain injury patients at Rookwood Hospital.

Almost 300 people attended the event. Former patients, staff, families and supporters wore blue ties and blue evening dresses to show their support to The Prop Appeal.

The Health Charity held its annual Pink Tie Gala Dinner at Cardiff Marriott raising funds for The Breast Centre Appeal which supports breast cancer patients with their recovery.

Almost 200 people attended the event, including former patients, staff, families and supporters came along wearing pink ties and pink evening dresses to raise money and show their support to The Breast Centre Appeal.



The Breast Centre at University Hospital Llandough teamed up with Splash Central to provide free swim and exercise sessions for those who have had surgery for breast cancer.

As part of the ongoing strategy to reduce waste across the Health Board, the Health Charity funded recycling bins for crisp packets which were introduced by the Capital, Estates and Facilities Team. The scheme, in conjunction with Terracycle, means that income received from recycling crisp packets will be donated back to the Health Charity.



The Health Charity was delighted to announce a new partnership with Nathaniel Cars to provide exclusive benefits to Cardiff and Vale University Health Board employees.

January - March 2020

The Health Charity launched its new website, which was updated to a fresh, modern design. The new look and feel site provides a better understanding of what the Health Charity does. The website now supports online payments for events, purchases and ticketing, making financial transactions much easier for donors and event participants.



The Staff Lottery MegaDraw delighted one lucky winner, Michelle Cawley, with a mega prize of £10,000. Michelle, who works in the Short Stay Surgical Unit at the University Hospital of Wales was delighted to win the prize said: "I'm totally choked. I don't normally get good news, thank you so much to the Health Charity for this win."

Caring during Covid-19 #SpreadTheLove



The Health Charity responded quickly to this unprecedented crisis by setting up a Justgiving campaign called #SpreadTheLove. Supermarkets set up donation points where the public could donate food, drinks, snacks and essentials. The Health Charity made contact with individuals, businesses, organisations and suppliers to ensure that frontline staff received food, drinks snacks and essentials to help with staff wellbeing and welfare.

The Health Charity set up Staff Havens at University Hospital of Wales and University Hospital Llandough, where staff could take some time out from their wards and departments, to rest and recuperate during the Covid-19 pandemic.

The Health Charity received a number of large donations in April 2020 to the #SpreadTheLove campaign. These donations came from Gareth and Emma Bale, Aaron Ramsey and Sir Stanley Thomas, all to help staff on the frontline during Covid-19.



Artist Nathan Wyburn created this iconic image which the Health Charity championed and displayed as a thank you to staff across all hospital sites.

Beautiful rainbow pictures were sent in to staff by local school children to help boost morale. The Health Charity helped display these images on wards throughout the Health Board.

Annual Accounts 2019-20

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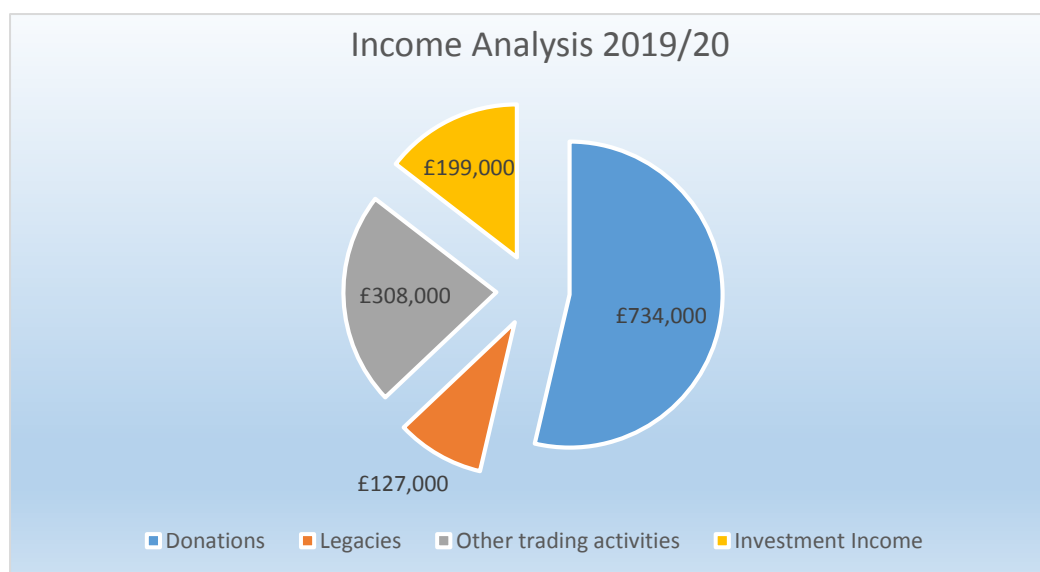
Financial Achievements and Performance

Income Summary

Incoming resources for the year 2019/20 totalled £1.368m which represents a decrease of £0.632m from the previous financial year.

The Charity's income was generated from donations, legacies, investment income and other trading activities.

Income Analysis



Donations (53% - £0.734m)

The Charity is very grateful to have received donations of £0.734m to help us achieve our goals and objectives.

Legacies (9% - £0.127m)

The Charity received £0.127m in legacies. We are extremely grateful to those individuals who remembered our wards and departments in their will.

Other Trading Activities (23% - £0.308m)

The Charity generated £0.245m from the Cardiff and Vale Staff Lottery and a further £0.063m from other trading activities.

Investment Income (15% - £0.199m)

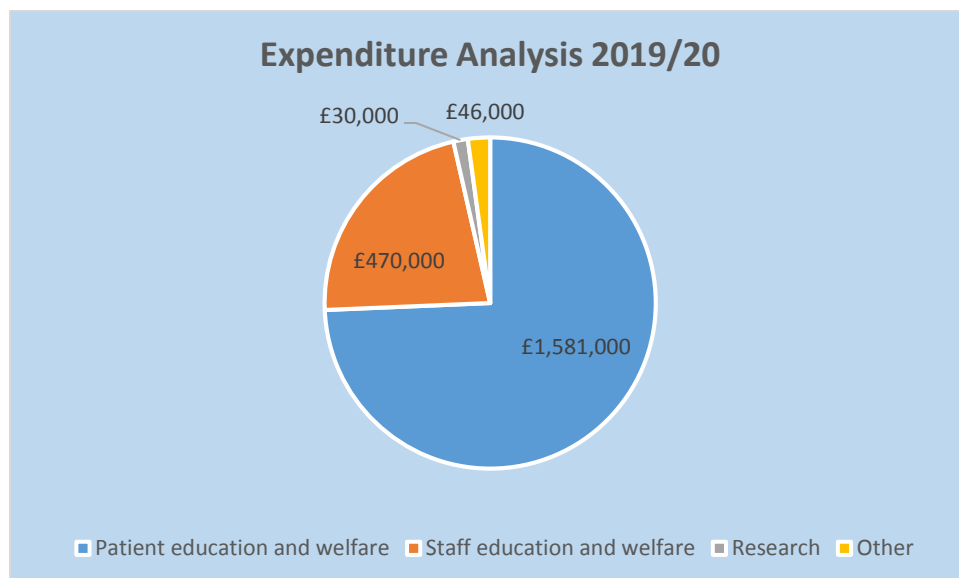
Dividends and Interest from the Charity's Investment Portfolio was £0.199m)

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Expenditure Summary

In 2019/20 expenditure on charitable activities was £2.127m. This included patient education and welfare, staff education and welfare, research and other expenditure.

Expenditure Analysis



Investments and Performance

During 2019/20 the Charity had market value losses of £0.615m.

Overall financial position

The overall value of the Charity as at 31st March 2020 has decreased from an opening balance of £10.679m to £8.937m. This movement of £1.742m is represented by net expenditure of £1.120m, investment losses of £0.615m and asset revaluation of £0.007m.

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Structure, Governance and Management

The Charity

The Health Charity was created on 3rd June 1996 by Declaration of Trust and following reorganisations of health services, was amended by Supplementary Deed on 12th July 2001 and 2nd December 2010. Cardiff and Vale University Local Health Board (UHB) is the Corporate Trustee for the Health Charity. The UHB delegates responsibility for the management of the funds to the Charitable Funds Committee. The aim of the Corporate Trustee (Trustee) is to raise and use charitable funds to provide the maximum benefit to the patients of Cardiff and Vale UHB and associated local health services in Cardiff and the Vale of Glamorgan, by supplementing and not substituting government funding of the core services of the NHS.

Registration

The Charitable Funds held by the Cardiff and Vale NHS Trust transferred to the Cardiff and Vale UHB by virtue of Statutory Instrument 2009 No. 1558 The National Health Service Trusts (Transfer of Staff, Property, Rights and Liabilities) (Wales) order 2009. The supplemental deed dated 2nd December 2010 formally changed the name of the Health Charity to Cardiff and Vale University Local Health Board General Purpose Charity – Registered Charity number 1056544. The Health Charity has a number of constituent charities and these are listed below:

- Catherine Jenkins
- Education and Training General Charity
- Rookwood Hospital Charity
- Rookwood Hospital General Charity
- Research and Development General Charity
- Staff and Patient Welfare and General Charity
- Training Research and Education Fund
- UHW General Charity

The registration also encompasses Cardiff and Vale University Health Board (Expendable Funds) Common Investment Fund. This combines the funds of the Health Charity into one pool for investment purposes.

Constitution

Cardiff and Vale University Local Health Board holds charitable funds as sole corporate trustee and the board members of the Health Board are jointly responsible for the management of those charitable funds. The membership of the board was as follows at the time the annual report was approved.

Independent Members

Maria Battle	Chair until 5 th August 2019
Charles Janczewski	Interim Chair from 6 th August 2019
Akmal Hanuk	Independent Member – Local Community
Dawn Ward	Independent Member – Trade Union
Eileen Brandreth	Independent Member – Information, Communication and Technology
Prof Gary Baxter	Independent Member – University
John Union	Independent Member - Finance
John Antoniazzi	Independent Member – Estates until 31 st October 2019
Sara Moseley	Independent Member – Third Sector
Michael Imperato	Independent Member – Legal Interim Vice Chair from 9 th October 2019
Susan Elsmore	Independent Member – Local Authority
Rhian Thomas	Independent Member – Capital & Estates (From 1 st February 2020)

Officer Members

Leonard Richards	Chief Executive
Graham Shortland	Medical Director until 18 th April 2019
Dr Sharon Hopkins	Director of Transformation and Informatics and Deputy Chief Executive until 23 rd June 2019.
Fiona Kinghorn	Director of Public Health
Robert Chadwick	Executive Director of Finance
Stuart Walker	Executive Medical Director from 17 th July 2019
Martin Driscoll	Director of Workforce and OD. Deputy Chief Executive from 1 st November 2019.
Abigail Harris	Executive Director of Planning
Dr Fiona Jenkins	Executive Director of Therapies and Health Sciences
Ruth Walker	Executive Director of Nursing
Steve Curry	Chief Operating Officer
Nicola Foreman	Director of Corporate Governance
Jonathan Gray	Director of Transformation from 2 nd December 2019
Peter Durning	Interim Executive Medical Director April 19 th – 16 th July 2019

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Charitable Funds Committee

The Committee is empowered with the responsibility to:

- Control, manage and monitor the use of the funds resources for the public benefit, having regard for the guidance issued by the Charity Commission
- Agree Governance arrangements for standards and monitoring
- Review strategy to maximise benefits to the Health Charity
- Determine the Health Charity's investment strategy
- Agree expenditure plans
- Determine fundraising objectives and strategy

The members of the committee who served during 2019/20 are listed below:

Akmal Hanuk	Committee Chair and Independent Member Community
Fiona Jenkins	Executive Director of Therapies and Health Science
John Union	Independent Member Finance
Maria Battle	Chair – Cardiff and Vale Health Board
Martin Driscoll	Executive Director of Workforce and OD
Nicola Foreman	Director of Corporate Governance
Charles Janczewski	Interim Chair - Cardiff and Vale Health Board
Ruth Walker	Executive Director of Nursing

Charitable Funds

Our Charity is made up of more than 300 different funds, each with a specific purpose whether for research, training or for a specific area of a hospital or department. All money received is allocated to these funds. The general purpose fund is used where the donor wishes the Charity to allocate money to support projects and activities most in need of support across the whole of the UHB. Each fund is managed by a specialist fund holder – generally a specialist in the particular field relevant to the fund. The Charity is responsible for providing guidance, financial information and advice to fund holders.

We manage three types of funds:

Unrestricted funds – these are general funds and are those funds that may be spent at the discretion of the Trustees to enhance the services across the UHB

Restricted funds – these can only be spent in accordance with the restrictions imposed when the funds were donated, granted or raised by the Charity.

Endowment funds – where capital funds are made available to our Charity and the Trustees are legally required to invest or retain them. Where a permanent endowment exists, Trustees have no automatic power to spend the capital. If the fund is an expendable endowment, trustees have the power to convert capital to income.

The day to day administration of funds is undertaken by:

Charitable Fund Department, Cardiff and Vale University Health Board
2nd Floor, Woodland House,
Cardiff, CF14 4HH

Investment Risk Management

The Investment Management Company screen the investments prior to purchase for compliance with the ethical policy. In addition existing holdings are screened on a regular basis to ensure continued compliance. If the fund were to purchase a position in a holding which did not comply and was identified as part of the post purchase process, the investment would be subsequently sold.

The portfolio does not have investments in companies whose principal manufacturing activities are tobacco, alcohol, armaments and pornography / adult entertainment related. This includes common investment funds (and similar products) that incorporate these in their portfolio.

Reserves Policy

The strategy of the Corporate Trustee is to apply charitable funds within a reasonable time of receipt, ideally within one to two years, unless there are specific requirements attached to income. Historically, the level of expenditure has been generally approximated to the level of income, with greater than required reserves held to manage any fluctuations.

The current reserves policy states that the Charity should hold the following reserves:

- A separate fixed asset investment reserve, based on 10% of the value fixed asset investments (circa £550,000)
- A minimum of £500,000 to ensure that there is sufficient funds for on-going commitments

From a process point of view there is no individual fund that holds all the reserves, however the current level of reserves is considered more than adequate for current needs. Going forward the Charity will review the reserves policy to reflect any changes to the Charity's financial position.

Investment Contract Risk

Cardiff and Vale Health Charity currently has a contract with Cazenove Capital Management which was awarded in September 2015 for an initial period of two years with an option to extend for a further two years. The Charitable Funds Committee agreed to exercise the option of extending the contract for a further two years to September 2019. This has been extended further until such time the new contract is awarded, which is estimated to be January 2021.

The Charity seeks to maximise the total return on funds while adopting a conservative policy on risk and flexible structure in respect of Asset Class Distribution. The portfolio is structured to enable a range of investments in order to yield a competitive rate of return. The investment director has delegated authority to purchase and sell investments as market opportunities arise. The Investment Managers formally attend and report to the Charitable Funds Committee twice a year.

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Financial Control Risk

A financial control procedure, expenditure guideline, governance framework and strategy have been developed to ensure that there are sufficient management controls in place to:

- Ensure that spending is in accordance with objects and priorities agreed by the Charitable Funds Committee
- Ensure the criteria for spending charitable monies are fully met
- Ensure that accounting records are maintained
- Ensure devolved decision making is within specific parameters.

Internal Audit also undertakes annual reviews to evaluate the adequacy of procedures and controls, to ensure compliance and to provide reasonable assurance over:

- Achievement of management objectives for the systems
- Economic and efficient use of resources
- Compliance with policies and procedures
- Safeguarding of assets

The Internal Audit reports are presented to both the Charitable Funds Committee and the Audit Committee, and this is a key measure in mitigating control risk.

Advisors

Bankers	Government Banking Service Southern House 7th Floor Wellesley Grove Croydon CF9 1WW
Investment Managers	Cazenove Capital Management 12 Moorgate London EC2R 6DA
External Auditors	Auditor General for Wales 24 Cathedral Road Cardiff CF11 9LJ
Internal Auditors	NWSSP Internal Audit Department 1st Floor, Woodland House Cardiff CF14 4HH
VAT Advisors	Ernst & Young LLP The Paragon Counterslip Bristol BS1 6BX

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CARDIFF & VALE HEALTH CHARITY ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

Foreword

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

Statutory Background

The Cardiff & Vale University Local Health Board is the corporate trustee of the charity under paragraph 16c of Schedule 2 of the NHS and Community Care Act 1990.

The Trustees have been appointed under s11 of the NHS and Community Care Act 1990.

Main Purpose of the Funds Held on Trust

The main purpose of the charity is to apply income for any charitable purposes relating to the National Health Service wholly or mainly for the services provided by the Cardiff & Vale University Local Health Board.

Saunders, Nathan
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Statement of Financial Activities for the year ended 31st March 2020

		Unrestricted funds £000	Restricted funds £000	Endowment funds £000	Total 2019-20 £000
	Note				
Incoming resources from generated funds:					
Donations and Legacies	4	650	211		861
Other trading activities	5	11	297		308
Investments	6	139	59	1	199
Total incoming resources		800	567	1	1,368
Expenditure on :					
Raising funds	7	206	155		361
Charitable activities	8	1,799	307	21	2,127
Total expenditure		2,005	462	21	2,488
Net gains / (losses) on investments	14	-612	0	-3	-615
Net income / (expenditure)		-1,817	105	-23	-1,735
Transfer between funds		10	-9	-1	0
Net movement in funds		-1,807	96	-24	-1,735
Gains / (losses) on revaluation of fixed assets	13			-7	-7
Reconciliation of Funds		-1,807	96	-31	-1,742
Total Funds brought forward as at 1 April 2019 (Restated)	20	6,365	1,771	2,543	10,679
Total Funds carried forward as at 31 March 2020		4,558	1,867	2,512	8,937

The notes on page 22 to 36 form part of these accounts

Saunders Nathan
01/20/2021 13:11:02

Cardiff and Vale University Local Health Board Charities Accounts 2018/19

Statement of Financial Activities for the year ended 31st March 2019

		Unrestricted	Restricted	Endowment	Total
	Note	£000	£000	£000	2018-19 £000
Incoming resources from generated funds:					
Donations and Legacies	4	947	525		1,472
Other trading activities	5	3	318		321
Investments	6	145	61	1	207
Total incoming resources		1,095	904	1	2,000
Expenditure on :					
Raising funds	7	211	157		368
Charitable activities	8	1,061	433	22	1,516
Total expenditure		1,272	590	22	1,884
Net gains / (losses) on investments	14	335	0	2	337
Net income / (expenditure)		158	314	-19	453
Transfer between funds		10	-6	-4	0
Net movement in funds		168	308	-23	453
Gains / (losses) on revaluation of fixed assets	13			43	43
Reconciliation of Funds		168	308	20	496
Total Funds brought forward as at 1 April 2018 (Restated)	20	6,197	1,463	2,523	10,183
Total Funds carried forward as at 31 March 2019		6,365	1,771	2,543	10,679

Saunders,Nathan
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Balance Sheet as at 31 March 2020

		Unrestricted funds	Restricted Income funds	Endowment funds	Total 31 March 2020	Total 31 March 2019
	Note	£000	£000	£000	£000	£000
Fixed assets:						
Tangible Assets	13			2,476	2,476	2,503
Investments	14	3,975	1,488	36	5,499	6,114
Total fixed assets		3,975	1,488	2,512	7,975	8,617
Current assets:						
Debtors	15	115	42		157	498
Cash and cash equivalents	16	849	366		1,215	1,848
Total current assets		964	408	0	1,372	2,346
Liabilities:						
Creditors: Amounts falling due within one year	17	381	29		410	284
Net current assets / (liabilities)		583	379	0	962	2,062
Total net assets/ (liabilities)		4,558	1,867	2,512	8,937	10,679
The funds of the charity:						
Endowment Funds	20			36	36	40
Revaluation Reserve	20			2,476	2,476	2,503
Restricted income funds (Restated) *	20		1,867		1,867	1,771
Unrestricted income funds (Restated) *	20	4,558			4,558	6,365
Total funds		4,558	1,867	2,512	8,937	10,679

* See note 2 prior year restatement

Interim Director of Finance

Mr Christopher Lewis

Date.....

The notes on page 22 to 36 form part of these accounts

Saunders,Nathan
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Statement of Cash Flows for the year ending 31 March 2020

	Note	Total Funds 2019-20 £000	Total Funds 2018-19 £000
Cash flows from operating activities:			
Net cash provided by (used in) operating activities	18	-832	-270
Cash flows from investing activities:			
Dividend, interest and rents from investments	6	199	207
Movement in Investment Cash	14	-73	104
Proceeds from the sale of investments		727	1,570
Purchase of investments	14	-654	-974
Net cash provided by (used in) investing activities		199	907
Change in cash and cash equivalents in the reporting period		-633	637
Cash and cash equivalents at the beginning of the reporting period	16	1,848	1,211
Cash and cash equivalents at the end of the reporting period	16	1,215	1,848

The notes on page 22 to 36 form part of these accounts

Saunders, Nathan
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NOTES TO THE ACCOUNTS

1. Accounting policies

a) Basis of Preparation

The financial statements have been prepared under the historic cost convention, with the exception of tangible fixed assets and investments which have been included at a valuation.

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom And Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The accounts (financial statements) have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a “true and fair view”. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended practice effective from 1 April 2005 which has since been withdrawn.

The Trustees consider that there are no material uncertainties about the Charity’s ability to continue as a going concern. In future years, the key risks to the Charity are a fall in income from donations or a fall in investment income but the Trustees have arrangements in place to mitigate those risks (see the Investment Risk Management and Reserves Policy sections of the annual report for more information).

The Charity meets the definition of a public benefit entity under FRS

b) Where there is a legal restriction on the purpose to which a fund may be put, the fund is classified either as:

- A restricted fund or
- An endowment fund

Restricted funds are those where the donor has provided for the donation to be spent in furtherance of a specified charitable purpose.

Endowment funds arise when the donor has expressly provided that the gift is to be invested and only the income of the fund may be spent. These funds are sub analysed between those where the trustees have the discretion to spend the capital (expendable) and those where there is no discretion to expend the capital (permanent endowment).

Those funds which are neither endowment nor restricted income fund, are unrestricted income funds which are sub analysed between designated (earmarked) funds where the trustees have set aside amounts to be used for specific purposes or

which reflect the non-binding wishes of donors and unrestricted funds which are at the trustees' discretion, including the general fund which represents the charity's reserves.

c) Incoming resources

All incoming resources are recognised once the charity has entitlement to the resources, it is probable (more likely than not) that the resources will be received and the monetary value of incoming resources can be measured with sufficient reliability.

Where there are terms or conditions attached to incoming resources, particularly grants, then these terms or conditions must be met before the income is recognised as the entitlement condition will not be satisfied until that point. Where terms or conditions have not been met or uncertainty exists as to whether they can be met then the relevant income is not recognised in the year but deferred and shown on the balance sheet.

d) Income resources from legacies

Legacies are accounted for as incoming resources either upon receipt or where the receipt of the legacy is probable.

Receipt is probable when:

- Confirmation has been received from the representatives of the estate(s) that probate has been granted
- The executors have established that there are sufficient assets in the estate to pay the legacy and
- All conditions attached to the legacy have been fulfilled or are within the Charity's control.

If there is uncertainty as to the amount of the legacy and it cannot be reliably estimated then the legacy is shown as a contingent asset until all of the conditions for income generation are met.

e) Income resources from endowment funds

The incoming resources received from the invested endowment fund are wholly restricted.

f) Resources expended and irrecoverable VAT

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to each category of expense shown in the Statement of Financial Activities. Expenditure is recognised when the following criteria are met:

- There is a present legal or constructive obligation resulting from a past event
- It is more likely than not that a transfer of benefits (usually a cash payment) will be required in settlement
- The amount of the obligation can be measured or estimated reliably.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

A constructive obligation arises when:

- We have communicated our intention to award a grant to a recipient who then has a reasonable expectation that they will receive a grant
- We have made a public announcement about a commitment which is specific enough for the recipient to have a reasonable expectation that they will receive a grant
- There is an established pattern of practice which indicates to the recipient that we will honour our commitment.

The Trustees have control over the amount and timing of grant payments and consequently where approval has been given by the trustees and any of the above criteria have been met then a liability is recognised. Grants are not usually awarded with conditions attached. However, when they are then those conditions have to be met before the liability is recognised.

Where an intention has not been communicated, then no expenditure is recognised but an appropriate designation is made in the appropriate fund. If a grant has been offered but there is uncertainty as to whether it will be accepted or whether conditions will be met then no liability is recognised but a contingent liability is disclosed.

g) Allocation of support costs

Support costs are those costs which do not relate directly to a single activity. These include staff costs, costs of administration, internal and external audit costs. Support costs are apportioned on an average fund balance basis.

h) Fundraising costs

The costs of generating funds are those costs attributable to generating income for the charity, other than those costs incurred in undertaking charitable activities or the costs incurred in undertaking trading activities in furtherance of the charity's objects. The costs of generating funds represent fundraising costs together with investment management fees. Fundraising costs include expenses for fundraising activities and a fee paid to a related party, the Health Board, under a fundraising agreement. The fee is used to pay the salaries and overhead costs of the Health Board's fundraising office.

i) Charitable Activities

Costs of charitable activities comprise all costs incurred in the pursuit of the charitable objects of the charity. These costs, where not wholly attributable, are apportioned between the categories of charitable expenditure in addition to the direct costs. The total costs of each category of charitable expenditure include an apportionment of support costs as shown in note 8.

j) Debtors

Debtors are amounts owed to the charity. They are measured on the basis of their recoverable amount.

k) Cash and cash equivalents

Cash at bank and in hand is held to meet the day to day running costs of the charity as they fall due. Cash equivalents are short term, highly liquid investments, usually in 90 day notice interest bearing savings accounts.

l) Creditors

Creditors are amounts owed by the charity. They are measured at the amount that the charity expects to have to pay to settle the debt.

Amounts which are owed in more than a year are shown as long term creditors.

m) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening carrying value (purchase date if later).

Unrealised gains and losses are calculated as the difference between the market value at the year end and opening carrying value (or purchase date if later).

n) Fixed Assets

Investments are stated at market value at balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year. Tangible fixed assets are valued at current cost as follows:

- i) The land and buildings in respect of Rookwood Hospital was revalued as at 1st April 2017, and the revaluation reflected the restriction to hospital use only. Where appropriate between valuations an appropriate index, supplied from the Welsh Government, is applied to revalue the asset.
- ii) Assets in the course of construction are valued at current cost.
- iii) Capitalisation threshold is £5,000
- iv) Movements in revaluation are recorded in the revaluation reserve on the balance sheet

Professional valuations are carried out by the District Valuer Service every five years, which (as the commercial arm of the Valuation Office Agency) is part of HMRC. The valuations are carried out in accordance with Institute of Chartered Surveyors (RICS) Appraisal and Valuation Manual insofar as these terms are consistent with the agreed requirements of the Welsh Government and HM Treasury. Movements in revaluations are recognised in the Revaluation Reserve.

Saunders,Nathan
01/20/2021 13:11:02

Depreciation

- i) Depreciation is charged on each main class of tangible asset as follows: land and assets in the course of construction are not depreciated. Buildings, installations and fittings are depreciated on their revalued amount over the assessed remaining life of the asset as advised by the professional valuers;
- ii) Impairments, where incurred in the year, are separately identified in note 13 and charged to the funds of the charity where caused by price fluctuations and to the Statement of Financial Activities for the year when the impairment was recognised.
- iii) The estimated remaining life of the assets are split between engineering (15 years) and structure (45 years).

Donated Assets are capitalised at their valuation on full replacement cost basis on receipt and are revalued and depreciated as described above.

2. Prior Year Restatement

To correctly state the classification of the Charity's restricted and unrestricted funds as at 31 March 2018 and 31 March 2019, for both dates the following disclosures have been restated:

<u>Statement of Financial Activities 2019-20</u>	<u>£ k</u>
unrestricted funds brought forward increased by	220
restricted funds brought forward decreased by	220
<u>Statement of Financial Activities 2018-19</u>	
unrestricted funds brought forward increased by	200
restricted funds brought forward decreased by	200
expenditure on charitable activities, unrestricted increased by	78
expenditure on charitable activities, restricted decreased by	78
net gain/loss on investments, unrestricted increased by	98
net gain/loss on investments, restricted decreased by	98
<u>Balance Sheet</u>	
unrestricted funds at 31 March 2019 increased by	220
restricted funds at 31 March 2019 decreased by	220

3. Related party transactions

Cardiff and Vale University Local Health Board is the Corporate Trustee of the Charity.

During the year, other than noted below, there are no other material related party transactions involving the Corporate Trustee, board members or senior key management staff.

Board Members (and other senior staff) take decisions both on Charity and Exchequer matters but endeavour to keep the interests of each discrete and do not benefit personally from such decisions. Declarations of personal interest have been made and are available to be inspected by the public.

The Local Health Board has close links with Cardiff University which includes the sharing of staff as well as sharing accommodation on the University Hospital of Wales Site.

The table below relates to the related party financial transactions for financial year 2019/20.

Related Party	Income related party 2019/20 £000	Expenditure related party 2019/20 £000	Amounts owed to related party 2019/20 £000	Amounts due from related party 2019/20 £000
Cardiff Council		1		5
Cardiff and Vale Health Board		955	310	27
Cardiff University		44		1

The table below includes the names of the individual board members and the relationship with the related party.

Board Member	Related Party Relationship
Susan Elsmore	Cabinet Member for Social Health Care and Wellbeing for the City of Cardiff Council
Eileen Brandeth	Director of Information and Technology at Cardiff University
Len Richards	Independent Member of Cardiff University
Prof Gary Baxter	Pro Vice Chancellor College of Biomedical Life Sciences

The table below relates to the related party financial transactions for financial year 2018/19. The format of the note was changed for 2019/20 consistent with the LHB's revenue accounts. The tables for receipts and payment were replaced with income and expenditure for 2019/20.

Related Party	Payments to related party 2018/19 £000	Receipts from related party 2018/19 £000	Amounts owed to related party 2018/19 £000	Amounts due from related party 2018/19 £000
Cardiff and Vale Health Board	1,073		98	21
Cardiff University	43		19	1
Swansea University	2			
Welsh Government	4			
Blake Morgan Solicitors		1		
Cardiff Council	17		1	

4. Income from donations and legacies

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2019-20 £000	Total 2018-19 £000
Donations	549	185		734	732
Legacies	101	26		127	740
	650	211	0	861	1,472

5. Other trading activities

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2019-20 £000	Total 2018-19 £000
Staff lottery		245		245	242
Other trading	11	52		63	79
	11	297	0	308	321

6. Gross investment income

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2019-20 £000	Total 2018-19 £000
Fixed asset equity and similar investments.	131	56	1	188	198
Short Term Investments	8	3		11	9
Deposits and cash on deposit					
	139	59	1	199	207

7. Analysis of expenditure on raising funds

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total 2019-20 £000	Total 2018-19 £000
Fundraising office	189	81		270	266
Fundraising events		67		67	78
Investment management fees	17	7		24	24
	206	155	0	361	368

Saunders, Nathan
01/20/2021 13:11:02

Cardiff and Vale University Local Health Board Charities Accounts 2019/20

8. Analysis of charitable activity

	Activities taken £000	Support costs £000	Total 2019-20 £000	Total 2018-19 £000
Patient education and welfare	1,484	97	1,581	1,073
Staff education and welfare	457	13	470	367
Research	28	2	30	45
Other	24	2	26	11
Depreciation	20		20	20
	2,013	114	2,127	1,516

Cardiff and Vale University Local Health Board Charities Accounts 2019/20

9 Grants

The charity does not make grants to individuals or the Health Board

The charity does operate a Charitable Funds Bids Panel which approves grants to the Third Sector on an annual basis.

During 2019/20 £0.033m was approved by the Charitable Funds Committee.

During 2018/19 the Charity approved a sum of £0.025m to the Third Sector.

The table below provides the details of the grant payments.

Organisation	2019/20 £000	2018/19 £000
GLAMORGAN VOLUNTARY SERVICES	33	
RECOVERY CYMRU COMMUNITY		3
WALES COUNCIL FOR DEAF PEOPLE		2
CRUSE BEREAVEMENT CARE		4
CHURCH ARMY		7
ADHD		4
THE GOOD GYM LTD		5
Total	33	25

Saunders, Nathan
01/20/2021 13:11:02

Cardiff and Vale University Local Health Board Charities Accounts 2019/20

10. Allocation of support costs

	Raising funds £000	Charitable activities £000	Total 2019-20 £000	Total 2018-19 £000
Governance				
Audit Wales	0	10	10	10
Internal Audit	0	10	10	10
Investment Management Fees	24	0	24	24
Total governance	24	20	44	44
Finance and administration		94	94	94
	24	114	138	138

The finance and administration payment is to a related party (Cardiff and Vale University Health Board). and this relates to staff costs.

	Unrestricted funds £000	Restricted Income funds £000	Endowment funds £000	Total Funds 2019-20 £000
Raising funds	17	7	0	24
Charitable activities	80	34	0	114
	97	41	0	138

11. Trustees' remuneration, benefits and expenses

The charity does not make any payments for remuneration nor to reimburse expenses to the charity trustees for their work undertaken as trustee.

12. Auditor's remuneration

The auditor's remuneration of £10,000 (2018/19:£10,000) relates to the audit of the statutory annual report and accounts only.

Saunders, Nathan
01/20/2021 13:11:02

13. Tangible fixed assets

	Freehold Land and Buildings 2019/20 £000	Freehold Land and Buildings 2018/19 £000
<u>Cost or valuation</u>		
Opening Balance	2,543	2,500
Additions	0	0
Revaluations	-7	43
Disposals	0	0
Impairments	0	0
Closing Balance	2,536	2,543
<u>Accumulated depreciation</u>		
Opening Balance	40	20
Disposals	0	0
Revaluations	0	0
Impairments	0	0
Charge for year	20	20
Closing Balance	60	40
Opening NBV	2,503	2,480
Closing NBV	2,476	2,503

Rookwood Hospital is the only Tangible Fixed Asset recognised in "Freehold Land and Buildings"

Saunders, Nathan
01/20/2021 13:11:02

14.Fixed asset investments

Movement in fixed assets investments

	Investments Listed on Stock Exchange £000	Cash Held in Investment Portfolio £000	Total 2019-20 £000	Total 2018-19 £000
Market value brought forward	5,855	259	6,114	6,477
Add: additions to investments at cost	654		654	974
Less disposals at carrying value	(725)		(725)	(1,454)
Add any gain / (loss) on revaluation	(617)		(617)	221
Movement of cash held as part of the investment portfolio		73	73	(104)
Market value as at 31st March 2020	5,167	332	5,499	6,114

The outbreak of the Covid-19 pandemic has impacted global financial markets creating uncertainty surrounding illiquid asset values. As at 31 March 2020, our property managers consider that less weight can be attached to valuations, resulting in valuations being reported on the basis of 'material valuation uncertainty. This material valuation uncertainty affecting the current year's accounts relates to three Property Investments with a total value of £495,227.

The loss on revaluation relates to the unrealised loss, however the overall loss of £0.615m, as shown in the Statement of Financial Activities is calculated by also adjusting for realised Gains of £0.002m. (2018/19 £0.116m). As at 31st March 2020 the following investment was considered material: UBS ETF MSCI USA Socially Responsible ETF.

The Charity's investment are handled by investment advisors appointed by the Charity, using the appropriate Health Board purchasing contract process. The Charity operates an investment policy that provides for a high degree of diversification of holdings within investment asset classes. A large proportion of investments are made with companies listed on a UK stock exchange or incorporated in the UK. The majority of expenditure is financed from donations and legacies and therefore the Charity is not exposed to significant liquidity risk. The Investment Management Company attends the Charitable Funds Committee twice a year to discuss all aspects of investment performance and the factors influencing the perform

Saunders,Nathan
01/20/2021 13:11:02

15. Analysis of current debtors

Debtors under 1 year	Total 31 March 2020 £000	Total 31 March 2019 (Restated) £000
Other debtors	5	15
Prepayments	57	53
Accrued Income	95	430
	157	498
Total debtors	157	498

The re-statement reflects the movement of £430k from the other debtors line to accrued income.

16. Cash at bank and in hand

	31 March 2020 £000	31 March 2019 £000
Cash at bank	1,215	1,848
	1,215	1,848

17. Analysis of liabilities

Creditors under 1 year	Total 31 March 2020 £000	Total 31 March 2019 £000
Other creditors	383	245
Accruals	27	39
	410	284
Total creditors	410	284

Saunders, Nathan
01/20/2021 13:11:02

Cardiff and Vale University Local Health Board Charities Accounts 2019/20

18. Reconciliation of net income / expenditure to net cash flow from operating activities

	Total 2019-20 £000	Total 2018-19 £000
Net income / (expenditure) (per Statement of Financial Activities)	(1,735)	453
Adjustment for:		
Depreciation charges	20	20
(Gains) / losses on investments	615	(337)
Dividends, interest and rents from investments	(199)	(207)
(Increase) / decrease in debtors	341	(260)
Increase / (decrease) in creditors	126	61
Net cash provided by (used in) operating activities	<u>(832)</u>	<u>(270)</u>

19. Role of volunteers

Cardiff and Vale Health Charity continue to be extremely grateful to all the volunteers who support fundraising with so much energy, passion, and skill. The Charity could not achieve all their objectives without the on-going commitment of the volunteers to make such a difference to patients and staff.

The Charity aims to work more closely with Health Board volunteers in order to develop more specific Charity Champion roles, including supporting our runners at the Cardiff Half Marathon and supervising the charity collection tins. In accordance with the SORP, due to the absence of any reliable measurement basis, the contribution of these volunteers is not recognised in the accounts.

Saunders, Nathan
01/20/2021 13:11:02

20. Analysis of Funds

a. Analysis of endowment funds

	Balance 1 April 2019 (Restated) £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2020 £000
Catherine Jenkins	40	1	(1)	(1)	(3)	36
	40	1	(1)	(1)	(3)	36

b. Analysis of restricted material fund movements

	Balance 1 April 2019 (Restated) £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2020 £000
Cystic Fibrosis Better Life Appeal Fund	382	102	(8)			476
Phillips Legacy - Asthma Research	207	7	(5)			209
Breastcare Unit - General Purpose	193	115	(86)			222
May Legacy - Asthma Research	142	4	(3)			143
Murphy Legacy (Morfa Day Unit - General Purpo	101	3	(14)			90
Childrens Telemetry Appeal (General Purpose)	92	4	(2)			94
Chidgey Legacy	89	3	(2)			90
Gould Legacy (Haematology)	82	11	(2)			91
Gould Legacy (Bone Marrow Unit)	82	11	(2)			91
Bone Marrow Transplant Appeal	77	7	(2)			82
Other	324	300	(336)	(9)		279
	1,771	567	(462)	(9)	0	1,867

See Note 2 prior year restatement

c. Analysis of unrestricted and material designated fund movements

	Balance 1 April 2019 (Restated) £000	Income £000	Expenditure £000	Transfers £000	Gains and losses £000	Balance 31 March 2020 £000
Unrestricted Funds						
Unrestricted Delegated	1,500		-561		-612	327
Unrestricted Non Delegated	444		-315			129
	1,944		-876	0	-612	456
Designated Funds						
Hughes Legacy (Cardiology)	318	10	-22			306
UHW Nurses	249	45	-15			279
Biggs Legacy Cardiac Research	150	4	-42			112
Geriatric Research (UHW)	134	4	-3			135
Leukaemia & Lymphoma	127	20	-3			144
UHW Patients General	122	4	-10			116
Haematology Day Unit	106	16	-12			110
Cardiff & Vale Teenage Cancer Ward	50	32	-1			81
Other	3,165	665	-1,021	10		2,819
	4,421	800	-1,129	10		4,102
Total	6,365	800	-2,005	10	-612	4,558

See Note 2 prior year restatement

d. Revaluation Reserve

	Balance 1 April 2019 £000	Income £000	Expenditure (Depreciation) £000	Transfers £000	Gains and losses £000	Balance 31 March 2020 £000
Rookwood	2,503		-20		-7	2,476
	2,503	0	-20	0	-7	2,476

Cardiff and Vale University Local Health Board Charities Accounts 2019/20

Additional Notes

21. Commitments

2019/20

£000

The funds have the following commitments:

Charitable projects

Total

930

Name of commitment

£000

Horatio's Garden (CFC16/143) (1-3 Years)

500

Employee Wellbeing (CTM 19/06/008) (1-3 years)

125

Staff Recognition Awards (CFC 18/052) (4 Years)

20

Disposal of Rookwood (CTM 19/06/009) (1-2 Years)

155

UHB Transport Solutions (CT/19/03/007) (1-3 years)

130

930

Commitments are funded from the Charity's Unrestricted Funds

22. Donated Assets

During the year the Charity purchased assets to the value of £0.061m. These are included in the Charity's Statement of Financial Activities and are classified as Donated Assets in the LHB Financial Statements.

23. Post Balance Sheet Events

The financial statements are required to reflect the conditions applying at the end of the financial year. Therefore no adjustments are made for any changes in fair value of investments between 31 March 2020 and the date the financial statements are approved. The fair value of the investments held by the Charity at 31st March 2020 has changed in the intervening period as follows:

	31 March 2020	6 January 2021
	£000	£000
Investment	5,499	6,492

As Financial Trustee of the funds held on trust I am responsible for:

- the maintenance of financial records appropriate to the activities of the fund(s).
- the establishment and monitoring of a system of internal control.
- the establishment of arrangements for the prevention of fraud and corruption.
- the preparation of annual financial statements which give a true and fair view of the funds held on trust and the results of their operations.

.....2021

.....On behalf of Financial Trustee

Saunders,Nathan
01/20/2021 13:11:02

Cardiff and Vale University Local Health Board Charities Accounts 2019/20

STATEMENT OF TRUSTEE RESPONSIBILITIES

IN RESPECT OF THE ACCOUNTS

The trustee is required to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the trustee should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustee is responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the trust deed. The trustee is responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustee confirms that they have complied with the above requirements in preparing the accounts.

By order of the trustee

Signed:

Trustee Dated 2021

Saunders,Nathan
01/20/2021 13:11:02

The independent auditor's report of the Auditor General for Wales to the Trustee of Cardiff and Vale University Local Health Board Charity

Report on the audit of the financial statements

Opinion

I have audited the financial statements of Cardiff and Vale University Local Health Board Charity for the year ended 31 March 2020 under the Charities Act 2011. These comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)). My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I am independent of the charity in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter

I draw attention to Note 14 to the financial statements, which describes the impact of the COVID-19 pandemic on the valuation of property fund investments as at 31 March 2020. As a result of the pandemic the fund manager's valuer declared a 'material valuation uncertainty' in three of their professional valuation reports, with a total valuation of £495,227. All three valuation reports were dated 31 March 2020. The Charity has included these property fund investments in the financial statements at that date. My opinion is not modified in respect of this matter.

Conclusions relating to going concern

I have nothing to report in respect of the following matters in relation to which the ISAs (UK) require me to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Report on other requirements

Other information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The trustee is responsible for the other information in the annual report and accounts. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the

course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies, I consider the implications for my report.

Matters on which I report by exception

I have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require me to report to you if, in my opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report;
- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- I have not received all of the information and explanations I require for my audit.

Responsibilities

Responsibilities of the trustee for the financial statements

As explained more fully in the statement of trustee responsibilities set out on page 38, the trustee is responsible for preparing the financial statements in accordance with the Charities Act 2011, for being satisfied that they give a true and fair view, and for such internal control as the trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

Auditor's responsibilities for the audit of the financial statements

I have been appointed as auditor under section 150 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Adrian Crompton
Auditor General for Wales
29 January 2021

24 Cathedral Road
Cardiff
CF11 9LJ

Saunders Nathan
01/20/2021 13:11:02

Chris Lewis
Deputy Director of Finance
Cardiff and Vale University Local
Health Board
2nd Floor, Woodland House
Maes-y-Coed Road
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CF14 4TT

24 Cathedral Road / 24 Heol y Gadeirlan
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info@audit.wales / post@archwilio.cymru
www.audit.wales / www.archwilio.cymru

Reference: MJ/NG

Date issued: 1 October 2020

Dear Chris

**Cardiff and Vale University Health Board's Funds Held on Trust
2019-20 financial statements: audit enquiries to those charged with
governance and management**

As your external auditors we are responsible for obtaining reasonable assurance that the financial statements taken, as a whole, are free from material misstatement, whether caused by fraud or error. I also set out the respective responsibilities of auditors, management and those charged with governance.

This letter formally seeks documented consideration and understanding on a number of governance areas that impact on the audit of the Funds Held on Trust (FHOT) financial statements. These considerations are relevant to both:

- management; and
- the trustees, who are deemed to be 'those charged with governance'.

I have set out below the areas of governance on which I am seeking views. management's processes in relation to:

- undertaking an assessment of the risk that the financial statements may be materially misstated due to fraud;
- identifying and responding to risks of fraud in the organisation;
- communication to employees of views on business practice and ethical behaviour; and
- communication to those charged with governance the processes for identifying and responding to fraud.

Saunders Nathan
01/20/2021 13:11:02

I am also seeking views on:

- management's and the trustees' awareness of any actual or alleged instances of fraud;
- how management and the trustees gain assurance that all relevant laws and regulations have been complied with;
- whether there is any potential litigation or claims that would affect the financial statements;
- management processes to identify, authorise, approve, account for and disclose related party transactions and relationships and the trustees' oversight of these processes; and
- the information you provide will inform our understanding of the UHB and its business processes and support our work in providing an audit opinion on your 2019-20 financial statements.

I would be grateful if you could complete the attached tables in **Appendices 1 to 3**.

Your responses should be formally considered and communicated to us on behalf of both management and those charged with governance by 30 October 2020. In the meantime, if you have queries, please contact me via Skype, 07748 181679, or by e-mail.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'MJ', followed by a horizontal line.

Mark Jones
Audit Manager

Saunders, Nathan
01/20/2021 13:11:02

Appendix 1

Matters in relation to fraud

International Standard for Auditing (UK and Ireland) 240 covers auditors' responsibilities relating to fraud in an audit of financial statements.

The primary responsibility to prevent and detect fraud rests with both management, and the trustees 'those charged with governance'. Management, with the oversight of the trustees, should ensure there is a strong emphasis on fraud prevention and deterrence and create a culture of honest and ethical behaviour, reinforced by active oversight by those charged with governance.

As external auditors, we are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement due to fraud or error. We are required to maintain professional scepticism throughout the audit, considering the potential for management override of controls.

What are we required to do?

As part of our risk assessment procedures we are required to consider the risks of material misstatement due to fraud. This includes understanding the arrangements management has put in place in respect of fraud risks. The ISA views fraud as either:

- the intentional misappropriation of assets; or
- the intentional manipulation or misstatement of the financial statements.

We also need to understand how the trustees exercise oversight of management's processes. We are also required to make enquiries of both management and the trustees as to their knowledge of any actual, suspected or alleged fraud and for identifying and responding to the risks of fraud and the internal controls established to mitigate them.

Saunders Nathan
01/20/2021 13:11:02

Enquiries of management - in relation to fraud

Question	2019-20 Response
1. What is management's assessment of the risk that the financial statements may be materially misstated due to fraud and what are the principal reasons?	The assessed risk that the financial statements are materially misstated due to fraud is extremely low. Management are not aware of any fraud or potential fraud that would materially impact on the financial statements. This assessment is made on the basis of robust and comprehensive counter fraud and internal audit services. All potential fraud cases are rigorously investigated and pursued by the Health Board's counter fraud service. Internal Audit have also undertaken a review of charitable funds and the main financial systems from which the financial statements are prepared, as part of their 2019/20 audit plan.
2. What processes are employed to identify and respond to the risks of fraud more generally and specific risks of misstatement in the financial statements?	The Health Board charity has a year-end accounts closure process which now includes a management review which aims to mitigate against the risks of any financial misstatements. The Health Board's internal auditors also annually review the fundamental financial systems upon which the financial statements are based. The risks around fraud are mitigated by a robust and well-resourced counter fraud programme. All senior staff in the Finance Department must be professionally qualified accountants whose professional institutes have strong code of conducts and professional ethics. Any deliberate misstatements would

Saunders Nathan
01/20/2021 13:11:02

	likely result in the individual being stuck off from their professional body.
3. What arrangements are in place to report fraud issues and risks to the trustees?	At the start of the year, the Audit and Assurance Committee agrees a Counter Fraud Work Plan. It then receives regular Counter Fraud progress reports at all of its normal business meetings. It also receives an annual counter fraud report which details the work that has been undertaken during the year, together with a Self-Risk Assessment that is required to be submitted to the NHS Counter Fraud Authority which measures the Health Board's level of counter fraud work against a set of agreed National Standards for NHS Bodies in relation to fraud, bribery and corruption.
4. How has management communicated expectations of ethical governance and standards of conduct and behaviour to all relevant parties, and when?	<p>All staff have access to the Standards of Behaviours Framework Policy via the Intra and Internet plus this is included upon recruitment and at induction. Consultant Medical and Dental Staff are reminded of the need to declare interests etc, when completing their job plans. Board members/Trustees are made aware of the policy on recruitment and are also prompted to complete a declaration on an annual basis. This requires them to confirm that they have read and understood the policy. 'Declarations of Interest' is also a standing item on the agenda of all Board and Committee meetings.</p> <p>In addition, the Standards of Behaviours Framework policy has been circulated across the Health Board via Internet, Intranet and Email communications. These communications</p>

Saunders Nathan
01/20/2021 13:11:02

	<p>have highlighted the need to comply with the policy at key times of the year, including Christmas, during key sporting events and at the start of the new financial year.</p> <p>This has been done to make sure that expectations of ethical governance and standards of conduct and behaviour are being communicated to all professional staff and not only to Medical and Dental staff.</p>
5. Are you aware of any instances of actual, suspected or alleged fraud since 1 April 2019?	<p>All actual and suspected fraud is fully reported to the Audit and Assurance Committee at its regular business meeting in its private session via a counter fraud progress report. There were no actual or suspected frauds relating to Funds Held on Trust in 2019/20.</p>

Saunders Nathan
01/20/2021 13:11:02

Enquiries of those charged with governance – in relation to fraud

Question	2019-20 Response
1. How do the trustees exercise oversight of management's processes for identifying and responding to the risks of fraud within the audited body and the internal control that management has established to mitigate those risks?	The Board/Trustee has delegated the review and monitoring of management processes for identifying and responding to fraud risks to the Audit and Assurance Committee. This monitoring is supported by the work of the Audit and Assurance Committee and the internal audit and counter fraud functions for which the Finance Director is the lead Executive. The Audit and Assurance Committee receives regular reports on counter fraud matters and on the adequacy of internal control that exist within the Health Board/charity and on the actions being taken to mitigate these risks. The Chair of the Audit Committee is an Independent Member of the Board and reports back to the Health Board on these matters and the minutes of both the public and private meetings of the Audit and Assurance Committee are included in the meeting papers of the Board.
2. Are you aware of any instances of actual, suspected or alleged fraud since 1 April 2019?	No, as part of their private meetings, the Board receives minutes from the private meeting of the Audit Committee, which includes any significant points highlighted in the Counter Fraud Progress Reports. There has been no suspected or actual fraud relating to funds held on Trust in 2019/20.

Saunders Nathan
01/20/2021 13:11:02

Appendix 2

Matters in relation to laws and regulations

International Standard for Auditing (UK and Ireland) 250 covers auditors' responsibilities to consider the impact of laws and regulations in an audit of financial statements.

Management, with the oversight of those charged with governance, the trustees are responsible for ensuring that the Fund's operations are conducted in accordance with laws and regulations, including compliance with those that determine the reported amounts and disclosures in the financial statements.

As external auditors, we are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement due to fraud or error, taking into account the appropriate legal and regulatory framework. The ISA distinguishes two different categories of laws and regulations:

- laws and regulations that have a direct effect on determining material amounts and disclosures in the financial statements; and
- other laws and regulations where compliance may be fundamental to the continuance of operations, or to avoid material penalties.

What are we required to do?

As part of our risk assessment procedures we are required to make inquiries of management and the trustees as to whether the Fund is in compliance with relevant laws and regulations. Where we become aware of information of non-compliance or suspected non-compliance, we need to gain an understanding of the non-compliance and the possible effect on the financial statements.

Saunders Nathan
01/20/2021 13:11:02

Enquiries of management – in relation to laws and regulations

Question	2019-20 Response
1. How have you gained assurance that all relevant laws and regulations have been complied with?	Assurances are gained via the Charitable Funds Committee and other appropriate Board Committees where these issues are discussed. The Charity has also issues detailed guidance as to what expenditure is appropriate to be funded from the charity. This has been subject to legal review and support and has been approved by the Trustee at their March 2019 meeting.
2. Have there been any instances of non-compliance or suspected non-compliance with relevant laws and regulations since 1 April 2019, or earlier with an ongoing impact on the 2019-20 financial statements?	There have been no instances of non-compliance or suspected non-compliance with relevant laws and regulations relating to the Funds Held on Trust during this period.
3. Are there any potential litigations or claims that would affect the financial statements?	Management is not aware of any potential litigations or claims that would affect the financial statements.

Saunders Nathan
01/20/2021 13:11:02

4. Have there been any reports from other regulatory bodies, which indicate non-compliance?

No such reports have been received.

Saunders Nathan
01/20/2021 13:11:02

Enquiries of those charged with governance – in relation to laws and regulations

Question	2019-20 Response
1. How do trustees, in their role as those charged with governance, obtain assurance that all relevant laws and regulations have been complied with?	Assurances are gained via the Charitable Funds Committee and other appropriate Board Committees where these issues are discussed.
2. Are you aware of any instances of non-compliance with relevant laws and regulations?	No.

Saunders Nathan
01/20/2021 13:11:02

Appendix 3

Matters in relation to related parties

International Standard for Auditing (UK and Ireland) 550 covers auditors' responsibilities relating to related party relationships and transactions.

The nature of related party relationships and transactions may, in some circumstances, give rise to higher risks of material misstatement of the financial statements than transactions with unrelated parties.

Because related parties are not independent of each other, many financial reporting frameworks establish specific accounting and disclosure requirements for related party relationships, transactions and balances to enable users of the financial statements to understand their nature and actual or potential effects on the financial statements. An understanding of the entity's related party relationships and transactions is relevant to the auditor's evaluation of whether one or more fraud risk factors are present as required by ISA (UK and Ireland) 240, because fraud may be more easily committed through related parties.

What are we required to do?

As part of our risk assessment procedures, we are required to perform audit procedures to identify, assess and respond to the risks of material misstatement arising from the entity's failure to appropriately account for or disclose related party relationships, transactions or balances in accordance with the requirements of the framework.

Saunders Nathan
01/20/2021 13:11:02

Enquiries of management – in relation to related parties

Question	2019-20 Response
<p>1. Confirm that you have disclosed to the auditor:</p> <ul style="list-style-type: none">– the identity of any related parties, including changes from the prior period;– the nature of the relationships with these related parties; and– details of any transactions with these related parties entered into during the period, including the type and purpose of the transactions.	<p>Yes, these are all disclosed to the auditor.</p>
<p>2. What controls are in place to identify, authorise, approve, account for and disclose related party transactions and relationships?</p>	<p>Staff are required to make declarations in accordance with the Standards of Behaviour Framework Policy, incorporating Gifts, Hospitality and Sponsorship. All Board members / Trustees and other relevant staff are asked to make a declaration on an annual basis, which is then recorded and published in the Declarations of Board Members' Interests. Where a Board Member's interests change during the year, they have a personal responsibility to declare this and inform the Board Secretary.</p>

Saunders Nathan
01/20/2021 13:11:02

These related party transactions are identified in the Charity's Annual Report 2019/20. For all Committees and the Board, including the Trustee and Charitable Funds Committee meeting, there is a standing agenda item at the beginning of each meeting called 'Declaration of Interest' in relation to items on the agenda.

Saunders Nathan
01/20/2021 13:11:02

Enquiries of those charged with governance – in relation to related parties

Question	2019-20 Response
1. How do the trustees, in their role as those charged with governance, exercise oversight of management's processes to identify, authorise, approve, account for and disclose related party transactions and relationships?	The Audit and Assurance Committee receives bi-annual reports relating to compliance with the policy and the Gifts, Hospitality and Sponsorship Register. The Charitable Funds Committee also scrutinises the Annual Accounts which contain details of related party transactions.

Saunders Nathan
01/20/2021 13:11:02

Audit of Accounts Report – Cardiff and Vale University Local Health Board Charity

Audit year: 2019-20

Date issued: January 2021

Document reference: 2241A2021-22

Saunders, Nathan
01/20/2021 13:11:02

This document has been prepared as part of work performed in accordance with statutory functions.

In the event of receiving a request for information to which this document may be relevant, attention is drawn to the Code of Practice issued under section 45 of the Freedom of Information Act 2000.

The section 45 code sets out the practice in the handling of requests that is expected of public authorities, including consultation with relevant third parties. In relation to this document, the Auditor General for Wales and the Wales Audit Office are relevant third parties. Any enquiries regarding disclosure or re-use of this document should be sent to the Wales Audit Office at infoofficer@audit.wales.

We welcome correspondence and telephone calls in Welsh and English. Corresponding in Welsh will not lead to delay. Rydym yn croesawu gohebiaeth a galwadau ffôn yn Gymraeg a Saesneg. Ni fydd gohebu yn Gymraeg yn arwain at oedi.

Saunders, Nathan
01/20/2021 13:11:02

Contents

We intend to issue an unqualified audit report on your accounts. There are some issues to report to you, prior to your consideration of their approval and signing.

Audit of Accounts Report

Introduction	4
Impact of COVID-19 on this year’s audit	4
Proposed audit opinion	5
Significant issues arising from the audit	6
Recommendation	7
Appendices	
Appendix 1 – Final Letter of Representation	8
Appendix 2 – the independent auditor’s report of the Auditor General for Wales to the Trustee of Cardiff and Vale University Local Health Board Charity	11
Appendix 3 – Summary of corrections made	14
Appendix 4 – Recommendation	16

Saunders Nathan
01/20/2021 13:11:02

Audit of Accounts Report

Introduction

- 1 We summarise the main findings from our audit of your 2019-20 annual report and accounts in this report. We have already discussed the issues raised with the Head of Finance.
- 2 Auditors can never give complete assurance that accounts are correctly stated. Instead, we work to a level of 'materiality'. This level of materiality is set to try to identify and correct misstatements that might otherwise cause a user of the accounts into being misled.
- 3 We set this level at £49,760 for this year's audit. Whether an item is judged to be material can also be affected by certain qualitative issues such as legal and regulatory requirements and reporting sensitivity. We consider the disclosure of related party transactions to be material by nature.
- 4 In our professional view, we have complied with the ethical standards that apply to our work; remain independent of yourselves; and, our objectivity has not been compromised in any way. There are no relationships between us and officers and yourselves, which we believe could undermine our objectivity and independence.

Impact of COVID-19 on this year's audit

- 5 The COVID-19 pandemic has had a significant impact on all aspects of our society and continues to do so. You are required by law to prepare accounts and it is of considerable testament to the commitment of your accounts team that you have succeeded in doing so this year in the face of the challenges posed by this pandemic. We are very grateful to the professionalism of the team in supporting us to complete our audit in such difficult circumstances.
- 6 Unsurprisingly, the pandemic has affected our audit and we summarise in **Exhibit 1** the main impacts. The information in **Exhibit 1** is provided for information purposes only to help you understand the impact of COVID-19 on this year's audit process.

Saunders Nathan
01/20/2021 13:11:02

Exhibit 1 – impact of Covid-19 on this year's audit

Timetable	<ul style="list-style-type: none">• Whereas deadline for completing other public sector accounts was changed this year, there is no change to the deadline for certifying your charity accounts.• We received the draft accounts on 16 October 2020, as scheduled.• We expect your audit report to be certified on 29 January 2021, ahead of the Charity Commission's deadline of 31 January 2021.
Electronic signatures	During the COVID-19 lockdown we are accepting electronic signatures and the electronic transfer of files.
Audit evidence	With remote working in place for your staff and us, we have obtained audit evidence in electronic format, for example, scanned invoices to verify expenditure transactions. We have also held meetings by 'Teams' video link in place of normal face-to-face meetings.

Proposed audit opinion

- 7 We intend to issue an unqualified audit opinion on this year's accounts once you have provided us with a Letter of Representation based on that set out in **Appendix 1**. We issue a 'qualified' audit opinion where we have material concerns about some aspects of your accounts; otherwise we issue an unqualified opinion.
- 8 The Letter of Representation contains certain confirmations that we are required to obtain from you in accordance with the International Auditing Standards.
- 9 Our proposed audit report is set out in **Appendix 2**. The proposed audit report also includes an 'emphasis of matter' reference that draws users' attention to certain disclosures in the financial statements. We make such references where we judge a disclosure to be of such importance that they are fundamental to users' understanding of the financial statements. Paragraph 10 provides more information on the emphasis-of-matter reference that we have made.

Saunders Nathan
01/20/2021 13:11:02

Significant issues arising from the audit

Financial statement disclosures that we are drawing to users' attention in our audit report

- 10 On an emphasis-of-matter basis, our audit report at **Appendix 2** draws attention to Note 14 to the financial statements. **Appendix 2** includes the statement: *'I draw attention to Note 14 to the financial statements, which describes the impact of the Covid-19 pandemic on the valuation of property fund investments as at 31 March 2020. As a result of the pandemic the fund manager's valuer declared a 'material valuation uncertainty' in three of their professional valuation reports, with a total valuation of £495,227. All three valuation reports were dated 31 March 2020. The Charity has included these property fund investments in the financial statements at that date. My opinion is not modified in respect of this matter.'*
- 11 Note 14 describes the impact of COVID-19 on the valuation of property fund investments at 31 March 2020, in this case three property funds within the Charity's Investment portfolio where the fund's valuers have assigned a material valuation uncertainty to their valuation at that date.

Uncorrected misstatements

- 12 There are no misstatements identified in the accounts that have remained uncorrected.

Corrected misstatements

- 13 There were some misstatements in the accounts that management has corrected. We draw your attention to them, with brief explanations, in **Appendix 3**.
- 14 The most significant amendment was to correct the classification of certain restricted and unrestricted funds. We found that four funds had been incorrectly classified as restricted, rather than unrestricted funds. Accordingly, a number of material adjustments have been made within the accounts, as set out in Note 2 (a new note) to the accounts.

Other significant issues arising from the audit

- 15 In the course of the audit, we consider a number of matters relating to the accounts and report any significant issues arising to you. There were no other significant issues arising during the audit.

Saunders Nathan
01/20/2021 13:11:02

Recommendation

- 16 A recommendation arising from our audit is set out in **Appendix 4**. Management has responded to it and we will follow up their action during next year's audit.

Saunders Nathan
01/20/2021 13:11:02

Appendix 1

Final Letter of Representation

Auditor General for Wales
Audit WAles
24 Cathedral Road
Cardiff
CF11 9LJ

26 January 2021

Representations regarding the 2019-20 financial statements

This letter is provided in connection with your audit of the financial statements of Cardiff and Vale University Local Health Board Charity for the year ended 31 March 2020 for the purpose of expressing an opinion on their truth and fairness and their proper preparation. We confirm that to the best of our knowledge and belief, having made enquiries as we consider sufficient, we can make the following representations to you.

Management representations

Responsibilities

We have fulfilled our responsibilities for:

- the preparation of the financial statements in accordance with legislative requirements and the Charities Act 2011; in particular the financial statements give a true and fair view in accordance therewith; and
- the design, implementation, maintenance and review of internal control to prevent and detect fraud and error.

Information provided

We have provided you with:

- Full access to:
 - all information of which we are aware that is relevant to the preparation of the financial statements such as books of account and supporting documentation, minutes of meetings and other matters;
 - additional information that you have requested from us for the purpose of the audit; and
 - unrestricted access to staff from whom you determined it necessary to obtain audit evidence.

Saunders Nathan
01/20/2021 13:11:02

- The results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- Our knowledge of fraud or suspected fraud that we are aware of and that affects Cardiff and Vale University Local Health Board Charity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- Our knowledge of any allegations of fraud, or suspected fraud, affecting the financial statements communicated by employees, former employees, regulators or others.
- Our knowledge of all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- The identity of all related parties and all the related party relationships and transactions of which we are aware.

Financial statement representations

All transactions, assets and liabilities have been recorded in the accounting records and are reflected in the financial statements.

Significant assumptions used in making accounting estimates, including those measured at fair value, are reasonable.

Related party relationships and transactions have been appropriately accounted for and disclosed.

All events occurring subsequent to the reporting date which require adjustment or disclosure have been adjusted for or disclosed.

All known actual or possible litigation and claims whose effects should be considered when preparing the financial statements have been disclosed to the auditor and accounted for and disclosed in accordance with the applicable financial reporting framework.

The financial statements are free of material misstatements, including omissions.

We note and agree with the need for the prior year adjustment in respect of the reclassified restricted and unrestricted funds.

Saunders,Nathan
01/20/2021 13:11:02

Representations by those charged with governance

We acknowledge that the representations made by management, above, have been discussed with us.

We acknowledge our responsibility for the preparation of true and fair financial statements in accordance with the applicable financial reporting framework. The financial statements were approved by Trustee on 26 January 2021.

We confirm that we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that it has been communicated to you. We confirm that, as far as we are aware, there is no relevant audit information of which you are unaware.

Signed by:

Chief Executive

26 January 2021

Signed by:

Trustee Chair

26 January 2021

Saunders,Nathan
01/20/2021 13:11:02

Appendix 2

The independent auditor's report of the Auditor General for Wales to the Trustee of Cardiff and Vale University Local Health Board Charity

Report on the audit of the financial statements

Opinion

I have audited the financial statements of Cardiff and Vale University Local Health Board Charity for the year ended 31 March 2020 under the Charities Act 2011. These comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In my opinion the financial statements:

- give a true and fair view of the state of affairs of the charity as at 31 March 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

I conducted my audit in accordance with applicable law and International Standards on Auditing in the UK (ISAs (UK)). My responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of my report. I am independent of the charity in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK including the Financial Reporting Council's Ethical Standard, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of Matter

I draw attention to Note 14 to the financial statements, which describes the impact of the COVID-19 pandemic on the valuation of property fund investments as at 31 March 2020. As a result of the pandemic the fund manager's valuer declared a 'material valuation uncertainty' in three of their professional valuation reports, with a total valuation of £495,227. All three valuation reports were dated 31 March 2020. The Charity has

included these property fund investments in the financial statements at that date. My opinion is not modified in respect of this matter.

Conclusions relating to going concern

I have nothing to report in respect of the following matters in relation to which the ISAs (UK) require me to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

Report on other requirements

Other information

The other information comprises the information included in the annual report other than the financial statements and my auditor's report thereon. The trustee is responsible for the other information in the annual report and accounts. My opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies, I consider the implications for my report.

Matters on which I report by exception

I have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require me to report to you if, in my opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report;
- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- I have not received all of the information and explanations I require for my audit.

Responsibilities

Responsibilities of the trustee for the financial statements

As explained more fully in the statement of trustee responsibilities set out on page 38, the trustee is responsible for preparing the financial statements in accordance with the Charities Act 2011, for being satisfied that they give a true and fair view, and for such internal control as the trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustee is responsible for assessing the Charity's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless deemed inappropriate.

Auditor's responsibilities for the audit of the financial statements

I have been appointed as auditor under section 150 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor's responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website www.frc.org.uk/auditorsresponsibilities. This description forms part of my auditor's report.

Adrian Crompton
Auditor General for Wales
29 January 2021

24 Cathedral Road
Cardiff
CF11 9LJ

Saunders Nathan
01/20/2021 13:11:02

Appendix 3

Summary of corrections made

During our audit we identified the following misstatements that have been corrected by management, but which we consider should be drawn to your attention due to their relevance to your responsibilities over the financial reporting process.

Exhibit 2: summary of corrections made

Value of correction	Nature of correction	Reason for correction
Various adjustments (as set out in Note 2 to the accounts)	Statement Financial Activities, Balance Sheet and Note 2 Prior-year restatement Unrestricted funds brought forward increased by £200,000, and restricted funds decreased by £200,000 as at 31 March 2018. An equivalent adjustment was made for £220,000, as at 31 March 2019. These adjustments also affected the Statement of Financial Activities.	To present fund balances in line with the Charities SORP. As the value is material, a prior-year adjustment was needed to restate the position as at 31 March 2018 and 31 March 2019; and for the financial activities in 2018-19.
£20,000	Note 15 Debtors and Note 4 Income Decrease both debtors and income by £20,000.	The terms and conditions of the grant were not met during 2019-20, and therefore it is not a 2019-20 transaction.
£12,000	Notes 4 and 5 Income ‘Donations’ (Note 4) increased by £12,000; and ‘Other trading’ (Note 5) decreased by £12,000.	To classify the transaction correctly.
£20,000	Note 13 Tangible Fixed Assets ‘Charge for the year’ increased by £20,000; and ‘Revaluation’ decreased by £20,000.	To classify depreciation correctly.

Value of correction	Nature of correction	Reason for correction
n/a	Note 15 Debtors Explanatory note added to explain £430,000 prior-year reclassification from 'other debtors' to 'accrued income'.	To explain the basis for the restatement of the prior-year comparative figure.
n/a	Note 20 Analysis of Funds Inclusion of additional sub-headings within the Note.	To align the analysis of funds disclosure with that required by the Charities SoRP.
n/a	Note 20 Commitments Information added to include the source of funding for committed expenditure.	To ensure that the disclosure complied with the stipulated accounting requirements for charitable accounts.
Various	Numerous amendments were made to improve the clarity of certain disclosures.	Examples included: <ul style="list-style-type: none"> • sentence added to Note 9 to confirm the finance and admin payment is to a related party; • accounting policy 1 updated for reference to material valuation uncertainty; and • annual report headings adjusted to clarify those activities occurring after the year-end.

Saunders, Nathan
01/20/2021 13:11:02

Appendix 4

Recommendation

Exhibit 3 sets out one recommendation and management’s response. We will review the action taken by management as part of next year’s audit.

Exhibit 3: matter arising

Matter arising – Rookwood site	
Findings	The Charity’s largest asset is the Rookwood site, which has a value at £2.476 million. While the asset is accounted for accurately in the accounts, it is not recorded in the Charity’s financial ledger. The financial ledger therefore does not fully agree to the accounts. We have raised this point informally in the past, and this year we are raising it formally.
Recommendation	The Charity should include the Rookwood site within its financial ledger.
Accepted in full by management	Yes
Management response	We accept the recommendation and will make the relevant adjustments to the 20/21 accounts.
Implementation date	20/21 Accounts

Saunders Nathan
01/20/2021 13:11:02

Saunders Nathan
01/20/2021 13:11:02



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We welcome correspondence and
telephone calls in Welsh and English.

Rydym yn croesawu gohebiaeth a
galwadau ffôn yn Gymraeg a Saesneg.

Report Title:	Horatio's Garden update					
Meeting:	Board of Trustee				Meeting Date:	26 th Jan 2021
Status:	For Discussion		For Assurance	✓	For Approval	For Information
Lead Executive:	Executive Director Therapies and Health Sciences					
Report Author (Title):	Executive Director Therapies and Health Sciences and SRO Horatio's Garden Project					
<p>Background and current situation:</p> <p>Horatio's Garden is an award winning National Charity building specialist garden environments to enhance physical and psychological wellbeing of spinal injury patients, this will be a first for patients and the Health Board in Wales and is considered an exemplar in its field.</p> <p>The UHB had committed to design and build Horatio's Garden at University Hospital, Llandough (UHL), this would be the sixth garden in the UK and the first garden in Wales. The building schedule at UHL requires the contractors to complete their current building work by 15th February 2021 to enable the unit to open in spring 2021 with patients moving in during May 2021.</p> <p>An update on the position with Horatio's Garden was taken to the Charitable Funds Committee in July and September 2020.</p> <p>Decisions made so far include:</p> <ul style="list-style-type: none"> • A commitment has been made through a letter of agreement between the former UHB Chair and Horatio's Garden, to fund the neuro garden alongside the spinal garden /Horatio's Garden. • The Health Charity has committed £500,000.00 to Horatio's Garden and to fund 21% of the costs associated with the neuro garden (which is £191,688.00 with an annual cost of £9,418.00 per annum for maintenance up to a maximum of 10 years). 						

Saunders Nathan
01/20/2021 13:11:02

In September further support from the Health Charity was given for:

- £132,188 for the neuro garden and £9,418.00 per annum for the ongoing maintenance of the garden
- Funding for a new entrance at UHL (via the Maternity Unit) providing a pocket forest for NHS staff which would cost £59,500.00.

Since September there has been ongoing and regular discussion between the Senior Responsible Officer on behalf of the Board of Trustee, Director of the Charity, Head of Capital Estates team, Specialist Services Operations Manager and the Director of the Cardiff and Vale UHB Charity.

Delays in agreeing the schedule of works and design between the Charity and the Capital Estates team have required ongoing dialogue to agree the work that could be undertaken prior to the contractors completing work by 15th February.

In addition the Horatio Charity architect has undertaken further site review which has indicated more expensive drainage requirements due to the poor natural drainage on the site. This will require additional costs to be incurred to get the garden project underway.

The changes in design requested by the Horatio garden architect have not been possible to accommodate in the time scale available with the current contractors (i.e. 15th February), and over running of the contract would incur additional costs for the UHB (£15K/week), which has not been budgeted for.

Following a meeting of the UHB team on the 14th January a letter was sent to Horatio's Garden charity setting out the requirements for the UHB in needing to occupy the new site from May 2021. A verbal update will be given on the response to this letter by the SRO.

Executive Director Opinion /Key Issues to bring to the attention of the Board/ Committee:

- Agree to the revised use of the pocket forest revenue allocation
- But note with concern that until Horatio's Garden progress to instruct a contractor to commence their work, there is risk to the project progressing, as preliminary work must

Saunders Nathan
01/20/2021 13:11:02

- be undertaken prior to occupation
- Verbal update regarding response to letter of 14th January will be given.

Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc:)

Reputational risk to the UHB and Horatio's Garden charity of the project not progressing.
Risk to quality of patient care of enabling work taking place while the wards are occupied, and fire safety and evacuation risk of not having access to garden area.

Recommendation:

The Board of Trustee is asked to:

SUPPORT the revised use of the pocket forest revenue allocation

NOTE risk to the project progressing, and reputational risk

CONSIDER any further actions required following update received from 14th January letter.

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report

1. Reduce health inequalities		6. Have a planned care system where demand and capacity are in balance	
2. Deliver outcomes that matter to people	√	7. Be a great place to work and learn	√
3. All take responsibility for improving our health and wellbeing	√	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	
4. Offer services that deliver the population health our citizens are entitled to expect		9. Reduce harm, waste and variation sustainably making best use of the resources available to us	
5. Have an unplanned (emergency) care system that provides the right		10. Excel at teaching, research, innovation and improvement and	

Saunders Nathan
01/20/2021 13:11:02

care, in the right place, first time					provide an environment where innovation thrives				
Five Ways of Working (Sustainable Development Principles) considered Please tick as relevant, click here for more information									
Prevention	√	Long term	√	Integration	√	Collaboration	√	Involvement	√
Equality and Health Impact Assessment Completed:		No							

Saunders, Nathan
01/20/2021 13:11:02

Report Title:	Bale Family Communication Update					
Meeting:	Board of Trustee				Meeting Date:	26 th Jan 2021
Status:	For Discussion		For Assurance	✓	For Approval	For Information
Lead Executive:	Exective Nurse Director					
Report Author (Title):	Director of Communication, Arts, Health Charity and Engagement					

At the meeting held on 17th November 2020, the Charitable Funds Board of Trustee approved the following bids for allocation from the donation of £500k received from Mr and Mrs Gareth Bale.

1. Proactive Wellbeing Support for Staff and Managers - £282,000

A two year project, aimed at embedding wellbeing throughout the career pathway of CAVUHB staff with life-long benefits, using the Society of Occupational Medicine's model to develop wellbeing resources and initiatives which will provide a preventative and proactive approach to wellbeing across the whole Health Board. Supporting staff and managers to rebuild their psychological resilience in the workplace, not only in the current Covid-19 environment but also during the rest of their NHS career. Recruitment is currently underway to appoint into these posts.

2. Provision of a Staff Haven at University Hospital Wales - £54,000

It is vitally important that both during this current Covid-19 pandemic and in other times of challenges, our staff have access to an area to take time to retreat and decompress at any time during their shift. The Staff Haven is being created now, and will become a permanent facility. This dedicated Staff Haven will be flexible to meet the changing needs of staff and available to all staff across the UHB but provided from UHW.

Long Covid-19 Rehabilitation: Keeping Me Well and Recovery - £164,000

This project will support a three year initiative to support the development of the 'Keeping me Well' interactive digital resource and campaign to benefit CAVUHB patients and staff. The digital platform will be a vital resource that patients can be signposted to, through attending a 'Long-COVID' multidisciplinary rehabilitation clinic which is being established by the Health Board to support people experiencing symptoms of post-covid syndrome or 'Long-COVID' in the weeks and months after having Covid-19. As many of our patients are not able to visit UHB environments or feel anxious at entering a hospital setting, this will enable them to receive education, exercises, treatment and/or psychological support remotely.

The Health Charity Chair of Trustees, Mr Charles Janczewski sent a letter to Mr & Mrs Bale (via their agents The Stellar Group Ltd) on 27.11.20, advising them of the approved projects and inviting them to be involved in any aspect of the bids and their progress including opening the Staff Haven at UHW once complete, in recognition of their generosity. Although the Chair has not yet received a reply, we have followed up the letter with an email to their Agent, to request confirmation of receipt of the letter and whether they are able to provide a comment on behalf of Mr & Mrs Bale.

Executive Director Opinion /Key Issues to bring to the attention of the Board/ Committee:

This paper provides an update on the Bale Fund approved bids and subsequent communication with the Bale family, which the Trustees are asked to receive for assurance and information.

Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc:)

- Non-compliance with the governance principles of Cardiff & Vale Health Charity relating to the approval of charitable funds and subsequent follow-up, evaluation and communication with donor.

Recommendation:**The Board of Trustee is asked to:**

Receive the updated report on the Bale Fund projects allocation and communication.

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report

1. Reduce health inequalities		6. Have a planned care system where demand and capacity are in balance	
2. Deliver outcomes that matter to people	√	7. Be a great place to work and learn	√
3. All take responsibility for improving our health and wellbeing	√	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	√
4. Offer services that deliver the population health our citizens are entitled to expect	√	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	√

Five Ways of Working (Sustainable Development Principles) considered

Please tick as relevant, click [here](#) for more information

Prevention	√	Long term	√	Integration	√	Collaboration	√	Involvement	√
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Equality and Health Impact Assessment Completed:

Not Applicable



Report Title:	Update on the NHS Charities Spend					
Meeting:	Board of Trustee				Meeting Date:	26 th Jan 2021
Status:	For Discussion		For Assurance	√	For Approval	
Lead Executive:	Executive Nurse Director					
Report Author (Title):	Director of Communication, Arts, Health Charity and Engagement					

Background and current situation:

Cardiff & Vale Health Charity continues to receive generous donations from the public and external organisations to support staff and patients of Cardiff and Vale University Health Board during the Covid-19 pandemic. The Health Charity has supported Clinical Boards with a wide variety of projects and the CFC approved bids process has been utilised to ensure that funds are distributed in a timely manner, to help reshape services and support staff and patients during the ongoing response to the Covid pandemic.

To date the Health Charity has received the following covid specific funds:

Funding source	£
NHSCT (initial covid funds awarded to all members) NHSCT Grant 1 – applied for funds in line with set criteria NHSCT BAME specific award NHST (second funds monies awarded to all members) NHSCT/Starbucks collaboration additional award	245,500
Make It Better Fund* Includes donation received from various sources e.g. #SpreadtheLove campaign/fundraising and individual donations	261,000
Bale Family Donation	500,000
	1,004,500.00

* Due to the allocation criteria of the MIB Fund and the active daily income and expenditure, this amount will be variable at the specific time of reporting.

The Health Charity continues to apply for further available grants from NHSCT

Expenditure via bids process:

Fund Cat.	Covid donations allocated as follows:	£	Expenditure sub-total £	Expenditure Total £
1	MIB Fund allocations – CAV bids <ul style="list-style-type: none"> Bids under £500 Bids £500 - £25k Bids over £25k 	5,749 90,000 40,000*	135,749*	
2	NHSCT CAV spend (1) NHSCT/MIB – Third Sector (inc. BAME) NHSCT BAME specific NHSCT - CAV spend (2)*	143,402 33,000 50,000 49,911.40	273,313.40	

3	Bale Fund allocations	500,000		
4	Direct patient and staff requests – approved by fund holders in line with delegation of authority	40,000		
				952,062.40

*MIB Fund – £40k allocated to ‘bids over £25k’ - bids received and awaiting Chair’s Action by Charitable Funds Committee.

Cat.	Fund	Available covid monies £
1	NHS Charities Together The Health Charity continues to apply for further grants from NHSCT, which if awarded will be available in March/April 2021	0.00
2	Make It Better (MIB) - covid monies MIB Fund @ 18.01.21 = £207,047.65 which includes the covid monies - £52,437.60**. This fund receives charitable donations from various sources including non-covid.	52,437.60**
3	Bale Fund – allocated as per Board of Trustees approvals	0.00
		52,437.60

Examples of projects supported from covid monies include:

Clinical Boards	Projects
CD&T - £22,492.56	<ul style="list-style-type: none"> Innovative outdoor mobility, therapeutic games, gardening and mindfulness activities Staff room/outdoor staff areas and improvement to staff changing facilities Physiotherapy equipment
Corporate - UHB wide £126,206.36	<ul style="list-style-type: none"> Teddy Bear Nursery outdoor covered area Water stations at St David’s, Rookwood, UHL and CRI Orchard, UHL - wellbeing sessions /extension of services to BAME community
PCIC £36,752.81	<ul style="list-style-type: none"> Palliative Care- Z-beds, TENS machines and recliner chairs Locality Team staff room Hearing aid devices
Medicine Clinical Board - £6,019.70	<ul style="list-style-type: none"> FeNo Asthma treatment Garden furniture Nail care
MHCB - £23,698.31	<ul style="list-style-type: none"> Hafan y Coed ward based gyms Crisis Service Information Booklets / Mindfulness booklets Skype room
Specialist Clinical Board - £11,470.73	<ul style="list-style-type: none"> Research MS/ Covid Myeloma team, Haematology – patient videos Lung Function and Sleep Apnoea Department

Surgery Clinical Board £3,960.95	<ul style="list-style-type: none"> • Surgery Stars Recognition Event • CAVOC - tablets to assist patient/relative communications • Dental – staff room furniture
W&CCB - £81,653.50	<ul style="list-style-type: none"> • CAMHS Accommodation • Maternity Virtual Conferencing • Children's Rights training video

Third Sector Organisations (including BAME specific projects)

The Health Charity has worked in partnership with GVS to support the third sector by providing financial assistance to small organisations to support the Covid response within their local communities in Cardiff and the Vale of Glamorgan. To date **£48,000** has been allocated to Third Sector partnerships to provide the following:

MS Society - £4,902.00	Delivery of health/wellbeing engagement activities. This project will deliver online courses to prepare service users to start exercising after being in lockdown.
With Music in Mind - £4,882.20	Support for staffing costs, reorientation packs and PPE items. The PPE equipment and reorientation packs will allow the organisation to prepare its staff and service users for a safe return to regular services.
Huggard Centre - £4,647.00	Purchase of equipment for an IT Development Hub which will help homeless people access IT services, which are vital during the pandemic
Age Connects - £4,672.80	I-pads for Hospital Discharge and Advocacy Staff.
Elderfit - £1,400	Staff costs to create audio exercise classes so service users can exercise from home, assisting those with visual impairments.
Forget Me Not Chorus - £4,390	Provide outdoor concerts at Llandough Hospital, St David's Hospital and a series of Zoom taster sessions for people with dementia.
Headway - £3,750.75	Staff and volunteer costs plus PPE equipment purchases. This funding will support a pilot project for a walking/wheeling group for those with brain injuries in the Vale of Glamorgan.
Cardiff Women's Aid - £4,854.00	Word press site developer, consultant and subscription costs. This will support CWA with its aims and provide training, education and support to service users, including people from under-represented groups.
Innovate Trust - £4,871.60	Purchase of Samsung tablets to allow service users to utilise online services.
BAME Projects	
Sudanese Integration Association - £3,700.93	Purchase IT equipment and support volunteer expenses, interpretation costs and facilitator costs. The project loans out IT equipment to support families, offering disadvantaged BME families specialised support/information regarding COVID-19.
Jukebox Collective - £3,731.20	Venue costs, travel expenses and PPE. This project will allow young people of BAME backgrounds to gain skills and create a place to express themselves.

CHAPs service at CRI - £7,000	To support partnership working including offering small grants to health and social care to fully understand the grass root issues and bridge the gap with more engagement with the BAME and seldom heard communities such as travellers and LGBT.
Specialist asylum seeker midwives - £5,000	To provide breast pumps, pregnancy pillows and pregnancy supportive pants to give out to women who are being supported under the asylum process.
Arts Projects - £10,000	Commissioning of arts projects around the Black Lives Matter movement, partnering with artists from the BAME community to commission and influence the work.
Orchard, UHL - £10,000	This project actively engages with members of the BAME community to join to create an orchard at the University Hospital Llandough where it will become a place of tranquillity and rehabilitation for patients, staff and our local community to enjoy

Due to the impact of covid restrictions on fundraising events, the Health Charity's Fundraising Team currently divides its focus and time on arranging virtual events plus supporting clinical boards and services across Cardiff and Vale UHB and external third sector organisations with their applications and utilisation of covid charitable funds.

This includes providing advice, guidance and administrative support with covid funds applications and approvals, plus the procurement of goods and services to ensure governance and audit compliance is maintained throughout this process.

The Health Charity continues to work collaboratively with its sponsors, donors and supporters to maximise fundraising and sponsorship opportunities for the benefits of patients, staff and visitors.

Assessment and Risk Implications (Safety, Financial, Legal, Reputational etc:)

- Reputational risk to Cardiff and Vale University Health Board and Cardiff & Vale Health Charity around the allocation of charitable funds.
- Non-compliance with the governance principles of Cardiff & Vale Health Charity relating to the approval of charitable funds.

Recommendation:

The Board of Trustee is asked to receive the update on the NHS Charities Spend.

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report

1. Reduce health inequalities	√	6. Have a planned care system where demand and capacity are in balance	√
2. Deliver outcomes that matter to people	√	7. Be a great place to work and learn	√
3. All take responsibility for improving our health and wellbeing	√	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	√

4. Offer services that deliver the population health our citizens are entitled to expect	√	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	√
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	√
Five Ways of Working (Sustainable Development Principles) considered <i>Please tick as relevant, click here for more information</i>			
Prevention		Long term	
		Integration	√
		Collaboration	√
		Involvement	√
Equality and Health Impact Assessment Completed:	Not Applicable		