

Charitable Funds Committee

Tue 07 December 2021, 09:00 - 11:00

Agenda

09:00 - 09:10
10 min

1. Preliminaries

Akmal Hanuk

1.1. Welcome & Introductions

Akmal Hanuk

1.2. Apologies for Absence

Akmal Hanuk

1.3. Declarations of Interest

Akmal Hanuk

1.4. Minutes of the Committee Meeting held on 21 September 2021

Akmal Hanuk

 1.3. Draft CFC Mins 21.09.21MD.NF.pdf (11 pages)

1.5. Action Log following the Meeting held on 21 September 2021

Akmal Hanuk

 1.5 DRAFT Action Log.pdf (2 pages)

1.6. Chairs Actions

Akmal Hanuk

09:10 - 10:20
70 min

2. Items for Review & Assurance

2.1. Health Charity Financial Position & Investment Update

Christopher Lewis

 2.1 Financial Position Report as at October 2021.pdf (5 pages)

2.2. Financial training session on Charitable Funds

Christopher Lewis

Presentation

2.3. Health Charity - Internal Funding

Joanne Brandon

Verbal Update

2.4. Disposal of Rookwood Hospital

Saunders, Nathan
01/17/2022 23:42:31

10:20 - 10:45
25 min

3. Items for Approval / Ratification

Joanne Brandon

3.1. Over £25k bids for approval

Joanne Brandon

3.1.1. Welsh Transplant Game – 5 year funding

- 3.1.1 Bid Welsh Transplant Team Cover.pdf (2 pages)
- 3.1.1a Appendix WelshTransplant team.pdf (7 pages)

3.1.2. Refurbishment of Resuscitation Training Room

- 3.1.2 Bid Training Room Resuscitation Service Cover.pdf (2 pages)
- 3.1.2a Appendix - Bid Training Room Resuscitation Service.pdf (6 pages)

3.1.3. Employee Wellbeing Service

- 3.1.3 Bid Employee Wellbeing Service.pdf (3 pages)
 - 3.1.3a Appendix Bid EWS.pdf (7 pages)
-

10:45 - 10:55
10 min

4. Items for Noting and Information

4.1. Fundraising Report

Joanne Brandon

- 4.1 Health Charity Fundraising Report. Dec 21.pdf (6 pages)

4.2. Reporting Feedback on Successful CFC bids

Joanne Brandon

4.2.1. Bale Fund Expenditure Update

- 4.2.1 Bale Fund Expenditure.pdf (4 pages)

4.3. Staff Benefits Group Report

Rachel Gidman

- 4.3 Staff Benefits Group Report.pdf (4 pages)

4.4. Staff Lottery Bids Panel Report

Joanne Brandon

- 4.4 Staff Lottery Bids Panel Report.pdf (9 pages)

4.5. Health Charity Updates:

4.5.1. Wales And Africa

Rachel Gidman

- 📄 4.5.1 Wales and Africa Report. Dec 2021.pdf (3 pages)
- 📄 4.5.1a Registration Form_In For a Penny - May 2021 (002).pdf (1 pages)

4.5.2. Breast Centre Appeal Annual Report

Joanne Brandon

- 📄 4.5.2 Breast Centre Appeal report Dec '21.pdf (3 pages)

10:55 - 11:00 5. Any Other Business

5 min

Akmal Hanuk

11:00 - 11:00 6. Review of the Meeting

0 min

Akmal Hanuk

11:00 - 11:00 7. Date and time of next Meeting:

0 min

Akmal Hanuk

1st March 2022 at 9am

Saunders,Nathan
01/17/2022 23:42:31

**Unconfirmed Minutes of the Charitable Funds Committee
21 September 2021 9:00am – 10:30am
Via Microsoft Teams**

Present:		
Akmal Hanuk	AH	Committee Chair / Independent Member - Community
Mike Jones	MJ	Vice Chair / Independent Member – Trade Union
In Attendance:		
Joanne Brandon	JB	Director of Communications
Marcia Donovan	MD	Head of Corporate Governance
Christopher Lewis	CL	Deputy Director of Finance
Fiona Jenkins	FJ	Executive Director of Therapies and Health Science
Simone Joslyn	SJ	Head of Arts and Health Charity
Ruth Walker	RW	Executive Nurse Director
Secretariat:		
Nathan Saunders	NS	Corporate Governance Officer
Apologies:		
Nicola Foreman	NF	Director of Corporate Governance
Rachel Gidman	RG	Executive Director of People and Culture
Sara Moseley	SM	Independent Member - Third Sector
John Union	JU	Independent Member - Finance

CFC21/09/001	Welcome & Introductions	Action
	The Committee Chair (CC) welcomed everyone to the meeting.	
CFC21/09/002	Apologies for Absence Apologies for Absence were noted. The CC advised the Committee that he would be leaving at 10am and that the Vice Chair (VC) would lead the meeting from that point.	
CFC21/09/003	Declarations of Interests No declarations of interest were noted.	
CFC21/09/004	Minutes of the Committee Meeting held on 29th June 2021 The Committee reviewed the minutes of the meeting held on 29 th June 2021. The Committee resolved that: a) The minutes of the meeting held on 29 th June 2021 were approved as a true and accurate record.	

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CFC21/09/005	Committee Action Log	
	<p>The Committee reviewed the Action Log and noted that all items were completed, included on the agenda or had been superseded.</p> <p>The Deputy Director of Finance (DDF) advised the Committee that the action CFC21/06/010 could be moved to “complete” because Welsh Government (WG) had confirmed that approval for retention was not required but noted that WG would like to be informed when Cardiff and Vale University Health Board (CVUHB) would be disposing of Rookwood Hospital.</p> <p>The DDF advised the Committee that there had been difficulty “on boarding” Rathbone Investment Management and that support from Board members was required with regards to Rathbone’s request for anti-fraud information which was required for preliminary checks.</p> <p>It was noted that Cazenove Capital had continued to act on behalf of Cardiff and Vale University Health Board (CVUHB).</p> <p>The Executive Nurse Director (END) provided an update on Minute CFC21/06/008 and advised the Committee that a designated meeting to prioritise the over £25k bids would not be feasible due to the way in which bids were received.</p> <p>It was noted that the Health Charity Strategy had been written and agreed by the Committee and that when bids were received they had to be aligned to the said Strategy.</p> <p>The END advised the Committee that bids were received throughout the course of the year and some of the bids arrived as the Strategy was being progressed and implemented.</p> <p>The Committee resolved that:</p> <p>a) The Action Log was noted.</p>	
CFC21/09/006	Chairs Action	
	<p>The Chair’s Action was received.</p> <p>The CC advised the Committee that there had been an approval of £49,880 for the ‘Grow Cardiff’ from NHSCT Fund.</p> <p>The Committee resolved that:</p> <p>a) The Chair’s Action was noted.</p>	
CFC21/09/007	Health Charity Financial Position & Investment Update	
<p>Speakers: Nathan 21/11/2022 23:42:34</p>	<p>The Health Charity Financial Position Update was received.</p> <p>The Deputy Director of Finance advised the Committee that there were 3 key issues to highlight which included:</p>	

- The year to date income performance had decreased from the levels reported in August 2020. Previously the Charity had received significant generous donations to support the Charity during the height of the pandemic.

It was noted that due to decreased levels of income being received by the Charity, pressure had been put on the Charity's cash position.

The DDF advised the Committee that the position was being monitored. However it was recommended that the Charity requested £0.250m from the investment portfolio to support the Charity's cash position.

- The stock market continued its rally into the financial year with gains of £0.457m to the end of August. The stock market remained volatile and at this time caution had been advised against further significant commitments.
- The recent dormant fund exercise had resulted in circa £0.062m being identified for transfer to general reserve.

The DDF advised the Committee that the Charity had generated £0.466m of income and spent £0.709m for the first five months of the financial year which had resulted in net expenditure of £0.243m.

It was noted that, in addition, the Charity also had market value gains on its investments to the tune of £0.457m for the period compared to the March 2021 valuation, and that the combined effect of the results was a net increase in fund balances for the period to August 2021 in the sum of £0.214m to £9.361m.

It was noted that there had been a reduction in the donations received in comparison to the previous year, which had included some significant acts of generosity from individuals and contribution from NHS Charities. Whilst lockdown was now easing, some social distancing rules still existed and this was likely to have an impact upon normal fund-raising activities for the foreseeable future.

The DDF advised the Committee that of the closing fixed asset balance, £2.436m related to Rookwood Hospital, with the balance of £6.825m relating to the investment portfolio.

It was noted that of the net current assets closing balance of £0.100m, some £0.190m was supported with cash, with the balance being net current liabilities of £0.090m.

It was noted that the cash balance was not considered sufficient to cover future expenditure levels and it was recommended that £0.250m was withdrawn from the investment portfolio to bolster the cash position. It had been confirmed with CVUHB's investment managers that the amount was realisable without the need for significant trading.

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	<p>The CC asked if there was a timeframe for the withdrawal of the £0.250m.</p> <p>The DDF responded that it would only take a few days to transact the amount and he queried if the Committee would need to seek approval from the Board of Trustee in order to withdraw money from the investment portfolio.</p> <p>The CC referred this query to the Head of Corporate Governance (HoCG). The HoCG said she could not answer the query and she would consider the same and follow up with the Chair after the meeting.</p> <p>The Committee resolved that:</p> <ul style="list-style-type: none"> a) The financial position of the Charity was noted; b) The latest income position of the Charity was noted; c) The Charity's commitments against it's general reserves were noted; d) Subject to confirmation from the Head of Corporate Governance, the request to withdraw cash in the sum of £0.250m from the Charity's Investment Portfolio be referred to the Board of Trustees 	
<p>CFC21/09/008</p>	<p>Update on Dormant Funds</p> <p>The Update on Dormant Funds was received.</p> <p>The DDF advised the Committee that the Trustees had agreed to change the policy relating to unrestricted dormant funds and noted that it was agreed that any unrestricted funds that had been dormant for two full financial years and that did not have expenditure plans, were transferred to general reserves.</p> <p>It was noted that the first exercise was undertaken in the financial year ending March 2020, with circa £150k transferred to general reserve.</p> <p>The END asked if there had been queries raised with regards to dormant funds.</p> <p>The DDF responded that there had been some queries regarding the first exercise but noted it had been a lot less than he had anticipated given that a reasonable approach had been taken.</p> <p>It was noted that this time where there were expenditure plans which had been received last year, the finance team went back to those fund holders to reaffirm that they had plans in place.</p> <p>It was noted that those who did not respond would see the funds moved into general reserves.</p> <p>The CC asked when the last time fund holders were reminded.</p>	

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	<p>The DDF responded that reminders were sent out again at the end of the financial year.</p> <p>The Committee resolved that:</p> <p>a) The progress made with regards to reviewing Dormant Funds was noted.</p>	
<p>CFC21/09/009</p>	<p>Our Health Meadow Project</p> <p>The Our Health Meadow Project was received.</p> <p>The Head of Arts and Health Charity (HAHC) advised the Committee that the project had launched in 2015 and the plan was to create a unique and bespoke space that would become a legacy for generations to come.</p> <p>It was noted that a relationship with the social enterprise ‘Down to Earth’ had provided the project with a turning point and a plan for the next 2 years which included:</p> <ul style="list-style-type: none"> • A soft relaunch of the project in October/November 2021 • Gather information from the consultations around the building <p>The HAHC advised the Committee that there had been a lot of positive feedback received from staff and others and noted that the project would link with organisations, such as Natural Resources Wales, Green Squirrel and the Scouts.</p> <p>It was noted that the project had gone through a lot in a short space of time.</p> <p>It was noted that ‘Down to Earth’ money had been secured from Welsh Government (WG) for the Fit for the Future Project.</p> <p>Money had also been secured through the Active Inclusion fund which pertained to the development of relationships with those who had been disproportionately affected by Covid-19.</p> <p>It was noted that the team had been able to establish a relationship with researchers at the School of Psychology in Swansea University and whom had been awarded funding to look at benefits of healthcare and eco-friendly hospitals.</p> <p>The HAHC advised the Committee that the project had been successful in securing money from the National Lottery Heritage fund in the sum of £145,982 and that that sum of money would be used for the Woodland area.</p> <p>It was noted that the whole project was supported by various charities and that, moving forward, the HAHC would like to find further support for the project.</p>	

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	<p>The Vice Chair (VC) advised the Committee that he had received staff feedback and noted that the project should continue to move forward.</p> <p>The Committee resolved that:</p> <p>a) The update relating to the Health Meadow Project was noted.</p>	
<p>CFC21/09/010</p>	<p>Over £25K bids for approval</p> <p>The over £25K bids for approval were received.</p> <p>The Director of Communications (DC) advised the Committee that there were 4 bids to discuss.</p> <p>It was noted that 2 of the bids had been to the Committee before.</p> <ul style="list-style-type: none"> • <u>3.1.1 – Our Health Meadow</u> <p>The DC advised the Committee that the Chair of Cardiff and Vale University Health Board had been keen to bring an update of the Health Meadow Project to demonstrate the work that was going on.</p> <p>It was noted that there was a link between social prescribing and how, as a Health Board, that was being moved toward.</p> <p>It was noted that the Health Meadow Project was requesting £80k over the next 12 months which would be used for:</p> <ul style="list-style-type: none"> • Appointment of posts which would include a Principal Designer via ‘Down to Earth’ - £40,000 • Appointment of a Cost Advisor for the scheme to ensure that CVUHB and the Charity would receive value for money. <p>The END advised the Committee that it was a really great project and would provide a lot of positives for staff as well as patients. She noted that some feedback received when mental health services were moved from Whitchurch to Llandough, had been in relation to the lack of outdoor space. That concern could now be addressed with Our Health Meadow.</p> <p>The CC queried the costs for the appointment of posts and asked if it went through the ‘Down to Earth’ process.</p> <p>The DC responded that it was through ‘Down to Earth’ and noted that they were using their tried and proved method of recruitment.</p> <p>The DDF advised the Committee that, in his opinion, he would put this at the top of priorities for those items that Charitable Funds was spent on.</p> <p>The Committee resolved that:</p>	

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- a) The allocation of funding to Our Health Meadow, with such funding would support the continued costs required to develop the project in a safe, quality assured and energy efficient way, was approved.

- **3.1.2 – Neurosciences – Electromyography (EMG) machine purchase (resubmitted from June '21)**

The CC left the meeting and the VC chaired the meeting at that point.

The DC advised the Committee that this bid had been submitted previously and noted that it had not been supported due to prioritisation of other projects.

It was noted that the bid was for £20,700 and that the Neuroscience Directorate wished to purchase an additional Sierra Summit Base Machine to carry out specific diagnostic testing within neurophysiology and to undertake specialist tests to diagnose a wide variety of neurological conditions such as motor neurone disease, carpal tunnel syndrome, and myasthenia gravis.

It was noted that the Neuroscience Directorate had looked at other monies within their own funds and the availability of the Endowment Fund 9154, and there was a proposal from the Neurosciences Directorate to utilise £3,000 of the available balance to part-fund the equipment.

The DC advised the Committee that they had been asked to bring the bid back again to the Committee once they had updated the financial positions.

The Executive Director of Therapies and Health Science (EDTHS) advised the Committee that an additional Sierra Summit Base Machine would enhance the core service and provide a clinical benefit. She queried whether the monies should come from the Charity's funding pot or from their own pot of funding.

The DC responded that the monies could come from the Charity's general reserves with the £3000 coming from their own fund.

The END advised the Committee that she had revisited the minute from the original bid being brought to the Committee and noted that it should be something that is funded from capital investment but recognised that it may not be seen as a priority.

The END asked if there was a way that the CFC could support the Neuroscience Directorate to fund raise for the monies required because she still held the view that it was core equipment that should be funded by the Health Board.

The EDTHS responded that everybody agreed that it was needed but noted that if there was a source of core funding, Members would be more comfortable and that she would speak with Clive Morgan to

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see if there would be any Welsh Government slippage and to ask him to prioritise it.

The DC concluded that after speaking with the Neuroscience Directorate it had been noted that the bid was made in order to speed up the service for patients.

The Committee resolved that:

- a) The bid for charitable funds to purchase an additional Sierra Summit Base Machine for the Neuroscience Directorate was considered and rejected.

- **3.1.3 – Brain and Brainstem Basis of Long COVID (BBB-COV).**

The DC advised the Committee that it was a new bid received from the Consultant, Respiratory and General Medical Physician for the sum of £136,322 to fund the study into BBB-COV (Long Covid).

It was noted that the monies would be used for a number of costs which included:

- Staffing
- Consumables
- Equipment
- Travel

The DC noted that the bid was quite detailed and highlighted a range of areas that the study would support.

It was noted that the study into Long Covid estimated that 50,000 people were living with Long Covid in Wales and up to 1.1million in the UK and that the study could provide wide ranging benefits.

The EDTHS advised the Committee that she was the Executive Lead for Long Covid and noted that she had not seen or heard of this bid until it was published in preparation for the Committee meeting.

She asked if it was part of the Research and Development (R&D) study and that if it was, the money should be covered in the R&D bid and not charitable funds.

It was noted that a further discussion would be needed with the bid author to discuss where the funds would come from.

The END advised the Committee that if it was an official piece of research it would need to be funded appropriately.

The VC concluded that more information was required and the bid should be sent back to the authors of the bid report.

The Committee resolved that:

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	<p>a) The bid for charitable funds for research into Brain and Brainstem Basis of Long COVID (BBB-COV) was rejected.</p>	
CFC21/09/011	<p>Better Life Appeal Report</p> <p>The Better Life Appeal Report was received.</p> <p>The DC advised the Committee that the report was essentially requesting permission from the Committee to move the Better Life Appeal from an “appeal” basis and return it to a “Fund” basis.</p> <p>It was noted the Appeal was established in 2007 and that the Appeal had raised a large huge amount of money.</p> <p>It was noted the balance of the fund was £377,721.83</p> <p>The Committee resolved that:</p> <p>a) The Better Life Appeal’s achievements be celebrated.</p> <p>b) The request to ‘step down’ the Appeal to a Fund from September 2021 was agreed;</p> <p>c) The request to the Health Charity to continue to work with the clinical team to ensure fundraisers received fundraising support and continued to adhere to governance and probity requirements in relation to future donations was noted.</p>	
CFC21/09/012	<p>4.1 Fundraising Report</p> <p>The Fundraising Report was received.</p> <p>The DC advised the Committee that the report could be taken as read.</p> <p>The Committee was advised that the Prop Ball would be held on 29th October 2022 at Mecure Holland House Hotel and the Committee was advised to make a note of the date.</p> <p>The Committee resolved that:</p> <p>a) The progress and the activities of the Health Charity were noted.</p>	
CFC21/09/013	<p>Charitable Funds Strategy Review</p> <p>The Charitable Funds Strategy Review was received.</p> <p>The Committee resolved that:</p> <p>a) The continued approach to implement and deliver the Health Charity Strategy 2020 – 2025 was supported.</p>	
CFC21/09/014	<p>Reporting Feedback on Successful CFC bids</p>	

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	<p>The Committee was asked to note there were nil evaluation reports required during this quarter period.</p>	
CFC21/09/015	<p>Staff Benefits Report</p> <p>The Staff Benefits Report was received.</p> <p>The Committee resolved that:</p> <p>a) The Staff Benefits Group report were approved</p>	
CFC21/09/016	<p>Staff Lottery Bids Panel Report</p> <p>The Staff Lottery Bids Panel Report was received.</p> <p>The DC advised the Committee that Peter Welsh had been appointed as the Chair for the Staff Lottery Bids Panel.</p> <p>The DC highlighted one sentence from the report that stated:</p> <p><i>“The Health Charity is pleased to report that over £1million in winnings has been given back to staff members since the relaunch of the scheme in 2005”</i></p> <p>The END advised the Committee that the Communications team should do some work in order to raise more awareness of the money that has been won but also what had been given back in gifts.</p> <p>The Committee resolved that:</p> <p>a) The content of the Staff Lottery Bids Panel Report was noted.</p>	
CFC21/09/017	<p>Health Charity Update Reports</p> <ul style="list-style-type: none"> • <u>4.6.1 - Covid Income and Expenditure update (final report)</u> <p>The Covid Income and Expenditure update was received.</p> <p>The Committee resolved that:</p> <p>a) The report was received as assurance of the appropriate management and administration of covid income and expenditure by Cardiff & Vale Health Charity.</p> <ul style="list-style-type: none"> • <u>4.6.2 – Third Sector Grant Scheme</u> <p>The Third Sector Grant Scheme was received.</p> <p>The Committee resolved that:</p>	

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	<p>a) The update relating to the Third Sector Grant Scheme 2020/21 was noted.</p> <ul style="list-style-type: none"> • <u>4.6.3 – Change Account Update</u> <p>The Change Account Update was received.</p> <p>The Committee resolved that:</p> <p>a) The proposed recommendation that the UHB gives notice to the Change Account of early termination of the contract agreement, due to its lack of engagement with the Health Charity and UHB and non-delivery of its proposed staff benefits, was considered.</p>	
CFC21/09/018	<p>Items to bring to the attention of the Board / Trustee</p> <p>The END advised the Committee that at the next Board of Trustee meeting a paper would be required that noted each of the funds and all of the things the Health Charity had delivered for staff and patients over the past year.</p>	NS
CFC21/09/020	<p>Subject to confirmation from the Head of Corporate Governance, the request to withdraw cash in the sum of £0.250m from the Charity's Investment Portfolio be referred to the Board of Trustees</p>	
CFC21/09/021	<p>Any Other Business</p> <p>No other business was noted.</p>	
CFC21/09/022	<p>Date and Time of Next Meeting</p> <p>Tuesday 7 December 2021, 9:00am – 12:00pm</p>	

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Action Log
Following Charitable Funds Committee Meeting
21 September 2021
(Updated for 7 December Meeting)

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
Actions Completed					
CFC21/06/010	WG approval query – Rookwood Disposal	The Deputy Director Finance to clarify if WG approval is needed for the Rookwood Disposal as costs are over £1m	21/09/2021	Christopher Lewis	COMPLETE Welsh Government (WG) had confirmed that approval for retention was not required
CFC21/06/008	Over £25K bid prioritisation	The END asked if a <u>dedicated meeting</u> would be needed in future to prioritise bids which would help decision making in future.	21/09/2021	Nicola Foreman	COMPLETE On September agenda, item 4.2 <i>It was deemed a dedicated meeting would not be feasible as priorities changed over the course of the year.</i>
Actions In Progress					
CFC21/06/007	Rathbone Investment Update	Rathbone Investment Management to share an investment update with the committee.	01/03/2022	Christopher Lewis	On September agenda, item 2.1 Further update to be provided at March meeting
Actions referred to committees of the Board					
CFC21/09/007	Health Charity Financial Position & Investment Update	The Deputy Director of Finance asked if the Committee would need to seek approval from the Board of Trustee in order to withdraw money to the sum of £0.250m from the investment portfolio.	12.10.21	Christopher Lewis	COMPLETE The DDF checked with the Trustees and the withdrawal was approved at the October BoT meeting.
CFC21/09/018	Health Charity Updates	The END advised the Committee that at the next BoT meeting a paper would be	20.01.22	Joanne Brandon	To be provided at January BoT meeting

MINUTE REF	SUBJECT	AGREED ACTION	COMPLETION DEADLINE	LEAD	STATUS
		required that noted each of the funds and all of the things the Health Charity had delivered for staff and patients over the past year.			

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Report Title:	Charitable Funds Financial Position Report for the Period Ended 31st October 2021			
Meeting:	Charitable Funds Committee		Meeting Date:	7th December 2021
Status:	For Discussion	For Assurance	x For Approval	For Information
Lead Executive:	Executive Director of Finance			
Report Author (Title):	Deputy Director of Finance			

Background and current situation:

The Charitable Funds Committee has delegated authority to oversee the financial management and stewardship of the charitable funds. The financial update report aims to:

- Provide information on the year to date financial performance of the Charity to the period 31st October 2021;
- Assess the forecast financial position of the Charity 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 Charitable Funds Committee. These are:

- The Trustee's agreed at their meeting of the 12th October to withdraw £0.250m from the Charity's investment portfolio and this was received by the Charity on the 19th October 2021.
- The stock market has continued its rally into this financial year with gains of £0.457m to the end of October 2021.

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

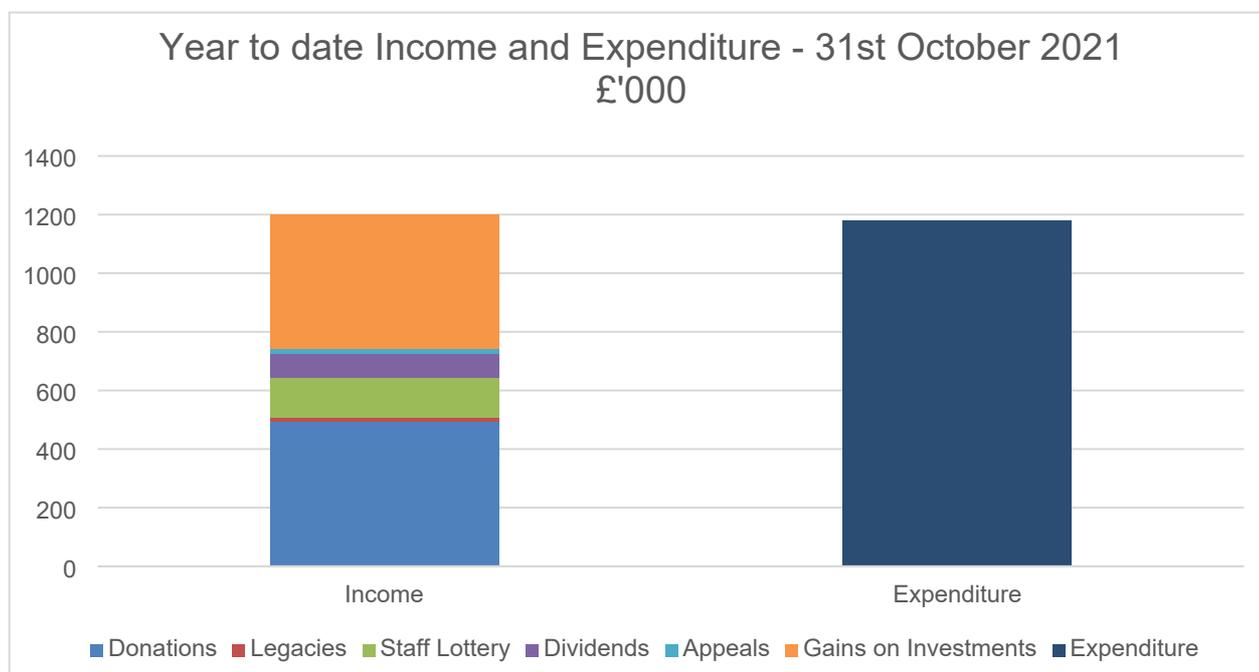
Financial Performance for the 7 months ended 31st October 2021

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

Table 1: Financial position of the Charity for the period to 31st October 2021

	Unrestricted Funds £'000	Restricted Funds £'000	Endowment Funds £'000	Total Funds £'000
Fund Balances brought forward April 2021	4,958	1,711	2,478	9,147
Total Income Resources	538	204		742
Total Resources Expended	-998	-181		-1,179
Net Incoming/(Outgoing) Resources	-460	23		-437
Gains / (Losses) on Investment Assets	457			457
Net Movement in Funds	-3	23	0	20
Fund Balances carried forward October 2021	4,955	1,734	2,478	9,167

Table 1 shows the Charity generated £0.742m of income and spent £1.179m for the first seven months of the financial year. This has resulted in net expenditure of £0.437m. In addition, the charity also had market value gains on its investments of £0.457m for the period compared to the March 2021 valuation. The combined effect of these results is a net increase in fund balances for the period to October 2021 of £0.020m. This is shown in the following chart.



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

Table 2: Schedule of Income for the 7 month period April to October 2021

Income	Unrestricted £000	Restricted £000	Total £000	20/21 £000	19/20 £000
Legacies	13		13	3	22
Donations	459	35	494	1,219	278
Staff Lottery		138	138	125	121
Appeals		15	15	40	151
Dividend Income	66	16	82	70	117
Total Income	538	204	742	1,457	689

This table shows a reduction in the donations received in comparison to the previous year, which for 2020/21 included some significant acts of generosity from individuals and a large contribution from NHS Charities. Whilst lockdown is easing, some social distancing rules still exist and therefore these are still likely to adversely impact upon normal fund-raising activities for the foreseeable future.

The closing balance sheet for the period to date is shown in Table 3.

Table 3: Summary Balance Sheet as at 31st October 2021

	Opening Balance £000 01.04.21	Closing Balance £000 31.10.21
Fixed Assets	8,804	9,011
Net Current Assets /Liabilities	343	156
Total Net Assets	9,147	9,167
Unrestricted Funds	4,958	4,955
Restricted Funds	1,711	1,734
Endowment Funds	2,478	2,478
Total Funds	9,147	9,167

The fund balances have increased by £0.020m in the period to £9.167m. Of the closing fixed asset balance, £2.436m relates to Rookwood Hospital with the balance of £6.575m relating to the investment portfolio. Of the net current assets closing balance of £0.156m, some £0.550m is supported with cash (which includes the cash withdrawal of £0.250m from the investment portfolio), with the balance being net current liabilities of £0.394m.

The following graph shows the investment portfolio's performance from August 2020 to October 2021.

Table 4: Summary of Investment Portfolio Performance



The investment portfolio started the financial year with a market value of £6.368m. The value has increased to £6.575m at the end of October 2021, the committee will note that this includes a cash withdrawal of £0.250m in October of this year, therefore resulting in a market value gain of £0.457m of the period to date.

In summary the value of the Charitable Funds has increased by £0.020m in the current year to £9.167m. This increase represents net expenditure of £0.437m offset by market value gains of £0.457m.

Forecast Financial Position of the Charity's General Reserves

Whilst the charity has a net worth of £9.167m, 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 £0.695m made up of the following:

- Consolidated general reserve fund balance of £0.238m;
- Year to date investment gains of £0.457m;

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 **£0.521m** and are summarized below.

Table 5: Outstanding commitments against General Reserves

Commitments	£'000	Comment
UHB Transport Solutions	68	
Staff Recognition Awards	20	£5k per year - 4 years outstanding
Employee Wellbeing	69	Includes option 3 approval for two years
Fundraising Costs	147	£213k in year included in I/E and £147k further commitment
Neurological Gardens	192	
Clinical Psychology Support	25	
Total	521	

This means that general reserves are under committed by circa £0.174m. A key driver for this is the continued good performance of the investment portfolio, which has achieved gains of £0.457m for the first seven months of this year.

Further financial opportunities include:

Utilisation of Dormant Funds:

The finance charity team will continue to monitor dormant funds and will transfer to general reserve where appropriate in line with the financial control procedure. This has recently been done for the financial year ending 31st March 21. The next review is now not due until the end of 2021/22.

Fundraising Costs: The Trustee's agreed that the fundraising team would aim to cover their costs of circa £0.360m which are charged to general reserves. This can be achieved by:

- Recharging staff time against fund raising appeals;
- Legacies income;
- Contribution from the make it better fund.

The key financial risk is the performance of the investment portfolio which is underpinning the year to date financial position and general reserves balance.

Recommendation:

The Charitable Funds Committee is asked to:

- **NOTE** the financial position of the charity;
- **NOTE** the latest income position;
- **NOTE** the commitments against general reserve.

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	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	

Five Ways of Working (Sustainable Development Principles) considered

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

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

Yes / No / Not Applicable
If “yes” please provide copy of the assessment. This will be linked to the report when published.



Report Title:	2.4 Disposal of Rookwood Hospital					
Meeting:	Charitable Funds Committee				Meeting Date:	6th December 2021
Status:	For Discussion		For Assurance	x	For Approval	x For Information
Lead Executive:	Executive Director of Therapies and Health Science					
Report Author (Title):	Executive Director of Therapies and Health Science					

Background and current situation:

At the June 2021 Charitable Trust Committee the disposal of Rookwood Hospital was further discussed, as there is need now to progress the disposal following the re-provision of neuro and spinal rehabilitation services at University Hospital Llandough. Most of the current Rookwood Hospital site is now surplus to requirements. It has therefore been proposed that the Health Charity dispose of part of the Rookwood Hospital site.

The disposal of charitable assets, particularly land and property, are subject to stringent legal processes. To guide the Charity Board of Trustee on this process legal advice on the proposed disposal has been obtained from Geldards LLP. For reference purposes, further details of the proposed disposal and background advice, can be found in the Charitable Trust paper 4.2.1 29th June 2021.

An update paper was taken to the Trustees meeting in October 21 where it was agreed to:

- **APPROVE** the recommendation from the Trustees to progress with the disposal of Rookwood Hospital supporting the recommendations from the June 2021 Charitable Trust Committee that the courses of action detailed in points I to III above are followed.
- **SUPPORT** the recommendation to make a Cy Pres Scheme application to change the objectives of the charity once the UHB has the receipt from the disposal.
- **INSTRUCT** the Head of Capital Estates to Progress the Disposal of the now redundant parts of the Rookwood site.

Subsequent to the Trustees meeting Management Executive discussed the next steps to take to progress the disposal, which has resulted in an up to date valuation being sought. This will consider the cost of the whole site, as well as the part already vacated, as the ALAS service has indicated that they may be better located on a different site.

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

Following the Trustees agreement to progress disposal of the Rookwood site, the lead for Capital Estates has contacted Savills and established that disposal of the whole site is a more advantageous position for value. Possible re-siting of the ALAS facility is being scoped by the estates team. The Director of Finance is progressing discussions to ensure that the sale is managed to maximize income and meet charitable regulations.

Saunders Nathan
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Once we are clear whether we want to keep Rookwood as a part or full site disposal and the costs and implications of that we can tackle the issue of how to optimise the receipt within the charitable funds and whether it can be utilised in the relocating of the Rookwood and Treforest services.

The director of Finance expects to be in a position to have a clearer picture in January and then can advise the SRO accordingly about the valuation and the charitable funds conditions.

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

Failure to follow the advice of Geldards LLP and more generally charity law duties, will expose the Health Charity to a risk of being found to have mismanaged the charity and its assets.

Given the location of the site, the likely interest in the site from private companies and the interest that the sale will draw from the public, there is a real risk that the sale will be brought to the attention of the Charity Commission if due process is not followed.

This could lead to enforcement action being taken by the Charity Commission pursuant to its statutory powers detailed in the Charities Act 2011. These powers include, Enforcement Orders (s.335 ChA 2011) to make good defaults, the imposition of an Order of the High Court (s. 336 ChA 2011) to remedy failures to comply with orders, or a direction that a formal public Inquiry be carried out.

Recommendation:

The charitable funds committee is asked to:

- **Await** an update re the site disposal options early in 2022
- **Take** the agreed proposal back to the Trustee

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	x	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	x	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	x	Integration		Collaboration	x	Involvement	x
Equality and Health Impact Assessment Completed:		Not Applicable							

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Report Title:	Over 25k Bids for approval			Agenda Item no.	3.1.1
	Welsh Transplant Team – 5 Year Funding Plan				
Meeting:	Charitable Funds Committee			Meeting Date:	07.12.2021
Status:	For Discussion	For Assurance	For Approval	√	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

The Welsh Transplant Team (WTT) are requesting support for a longer term 5-year funding plan for the Welsh Transplant Team, to enable local transplant patients to participate in the British Transplant Games over the next 5 years. Cardiff & Vale Health Charity (C&VHC) have been instrumental to the success of the Welsh Transplant Team in recent years and we hope to continue working together to support patients, celebrate/promote organ donation and encourage patients to lead healthy lifestyles here in Wales.

Following the success of the British Transplant Games held in Wales in 2019, the WTT were able to field a team of 43 adults and 3 paediatric patients. The WTT put in a fantastic performance in 2019 winning 35 medals and a trophy. There were 14 Gold medals, 9 Silver and 12 Bronze medals won over the four days of the games.

The WTT are hoping to emulate this success and send an even larger team to the 2022 games in Leeds. The games are an opportunity for transplant patients to compete in over 23 sporting events. As the games are in Leeds in 2022 it brings the additional challenge of needing to cover both the competitor fees, transport and accommodation costs etc.

The WTT are requesting support from the Health Charity specifically to cover the costs of the entrance fees for both the adult and paediatric team over the next 5 years. These are estimated costs based on entrance nos. therefore are requesting approval of funding as follows:

We are requesting flexible funding between £5000-£8000 a year, i.e. total costs of between £25,000 - £40,000 - see Appendix 1 for further information and breakdown of costs.

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

- The Wales Transplant Team want to make sure the games are accessible for everyone and if they do not receive support with these costs then many athletes will not be able to compete. The team want to ensure that any local patients who wants to take part have the opportunity to do so. The games promote leading a healthy lifestyle post-transplant and celebrates organ donation.

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

Wesh Transplant Team is made up of clinicians and patients from Cardiff and Vale University health Board alongside the rest of wales. UHW is the only transplant cnetre in Wales and not supporting this event could be reputaionally damaging for key tertiary services.

Recommendation:

The Charitable Funds Committee is asked to:-

- a) **Consider** the bid submission for funding to the maximum value of £40,000 (forty thousand pounds) to be spent over a five year period in order to support the Welsh Transplant Team, as set out in the covering report and Appendix 1 to the said report; and
- b) **Consider** whether or not to support the said bid submission.

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:

Yes / No / Not Applicable
If "yes" please provide copy of the assessment. This will be linked to the report when published.



CHARITABLE FUNDS BID APPLICATION FORM

<p>1. Please state the name of the project/bid: Long Term 5 Year Funding Plan for the Welsh Transplant Team</p>
<p>2. Please state the overall amount you are requesting: Min: £25,000 - Max: £40000 * Total costs for a 5 year period – see breakdown below. (*Estimated costs as team numbers can vary from year to year- therefore the figures quoted are the minimum and maximum funding required depending on take-up each year)</p>
<p>3. Please state the duration of the project/bid: 5 years</p>
<p>4. Please provide an overall summary of what your bid is about and what it will achieve? We are requesting support for a longer term 5-year funding plan for the Welsh Transplant Team, to enable local transplant patients to participate in the British Transplant Games over the next 5 years. Cardiff & Vale Health Charity (C&VHC) have been instrumental to the success of the Welsh Transplant Team in recent years and we hope to continue working together to support patients, celebrate/promote organ donation and encourage patients to lead health lifestyles here in Wales.</p> <p>Following the success of the British Transplant Games held in Wales in 2019 where we were able to field a team of 43 adults and 3 paediatric patients. The Welsh Transplant Team put in a fantastic performance in 2019 winning 35 medals and a trophy. There were 14 Gold medals, 9 Silver and 12 Bronze medals won over the four days of the games.</p> <p>We are hoping to emulate this success and send an even larger team to the 2022 games in Leeds. The games are an opportunity for transplant patients to compete in over 23 sporting events. As the games are in Leeds in 2022 it does bring the additional challenge of needing to cover both the competitor fees, transport and accommodation costs etc.</p> <p>We are requesting support from C&VHC specifically to cover the costs of the entrance fees for both the adult and paediatric team over the next 5 years. This is one of the consistent and major costs for the Welsh Transplant Team, we wanted to ensure that we ask a funder that we can trust and rely on to have this paid so athletes can compete. Having this funding secured over the next 5 years will also free up the team managers to be able to focus on fundraising and applying for further grants, with the hope of being able to dedicate more time to keep welsh patients active throughout the year and widening their support networks.</p> <p>We want to make sure the games are accessible for everyone and if we do not receive support with these costs then many athletes will not be able to compete. We want to ensure that any local patients who wants to take part have the opportunity to do so. The games promote leading a healthy lifestyle post-transplant and celebrates organ donation.</p> <p>There are many opportunities to promote the health charity. The health charity logo is on the Welsh Transplant Team kit for the games. The charity will also be mentioned in our press releases from the games. We are hoping to have a team twitter page where we can tweet about the games and tag the health charity in these. In a recent tweet about the team success becoming finalists for the St David's awards the tweet was seen by 4,552 people and had 398 engagements. We also bring banners to the games and we can bring a banner for the health charity. Any posters or</p>

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CHARITABLE FUNDS BID APPLICATION FORM

information about the games will have the health charity logo included in it. We will also release a summary of the games and how successful the team are which will be sent to the communications team after the games in which we will mention the funding from the health charity.

As the only transplantation center for Kidney transplants in Wales, this event is important for supporting patients to regain fitness after transplantation. The games promotes, inspires and motivates patients to become active again and maintain a healthy lifestyle.

The games not only encourages people to get active, but, it is also an opportunity to support wellbeing. Last year members had the opportunity to make friends, speak to others who had been through similar experiences and to be part of a team. The transplant football team for example has grown significantly and are now competing in events throughout the year. Having the longer term funding secure, will enable the team managers to focus on fundraising and working with local partners to keep people more active throughout the year, like we have been able to develop with the football project.

The amount the Welsh Transplant Team would need each year for the next 5 years:

- Approximately £5000-8000 per year (Covering the cost of all competitor fees to MLS Sport)
- It is important to note that the team numbers may go up and down each year. The numbers can fluctuate each year and could go up or down. So, we are asking for a degree of flexibility. But, C&VHC will be given an exact invoice each year when everyone has signed up.
- The cost of competing at the games tends to rise each year, in line with the cost of inflation or where they are running the games etc.
- Also, as our team grows, inevitably, so the costs of our we need to raise to send the team. For example (In both of these examples, the costings have been taken from the 2020 games):

Costings

The table below indicates total costs required, however please note that the accommodation costs are being funded from alternative sources and are for information only.

The bid for charitable funds is for ENTRANCE FEE costs only:

The anticipated cost in 2022 for Entrance fees is: **£5540**:

Estimated costings for entrance fees and accommodation based on an increase to 50 Adults and 10 children (10 children and 2 parent in costing)	
Adult team	
Entrance fees	£3950 (requested from Charitable Funds)
Accommodation cost – <i>for info only</i>	£5388 (alternative funding sources)
Total cost	£9338
Paediatric team	
Entrance fees	£1590 (requested from Charitable Funds)
Accommodation cost – <i>for info only</i>	£1920 (Covered by two other funders)

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CHARITABLE FUNDS BID APPLICATION FORM

Total cost	£3510
Total cost for both teams:	£12,848
<p>5. What are the breakdown of total funds requested:</p>	<p>Please note: We are requesting flexible funding between £5000-£8000 a year, i.e. total costs of between £25,000 - £40,000 .</p> <p>This approved funding is requested because team numbers can fluctuate and we want to ensure we use all funding as frugally as possible. This way, we will not have any excess funding at the end of each year etc. We will ensure an accurate invoice is given to Cardiff and Vale HC each year, which will depend on the sign up numbers each year.</p> <p>We do not envision the team growing to the scale where £8000 would not cover the fees, but we also expect the cost per year to be at least £5000.</p>

<p>6. Could funding from an Endowment Fund support this bid? Yes / No (If no, please advise what (if any) endowment funds you have access to and why these are unable to be utilised in support of your bid).</p> <p>Yes, we could have funding put in to a Renal Endowment Fund. However, what we have done in the past is we have given Cardiff and Vale Health Charity an invoice to pay each year, meaning we have not had to hold the funding. However, we would be willing to change this as requested by Cardiff and Vale Health Charity.</p> <p>The Welsh Transplant Team is not just a team made up of Renal Patients, hence, it may be deemed inappropriate for these fund to be utilised to support patients from other health areas. Also, this is a more considerable funding bid that the Renal Endowment Fund may not be able to commit to supporting.</p>			
<p>7. The bid must further a Charitable purpose/purposes. Please tick (✓) which Charitable Purpose / Purposes your bid fits under:</p>			
(a) The prevention or relief of poverty		(g) The advancement of amateur sport	✓
(b) The advancement of education		(h) The advancement of human rights, conflict resolution or reconciliation, or the promotion of religious or racial harmony or equality or diversity	

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(c) The advancement of religion		(a) The advancement of environmental protection or improvement	
(d) The advancement of health or saving of lives	✓	(j) The relief of those in need because of youth, age, ill health, disability, financial hardship	✓
(e) The advancement of citizenship or community development	✓	(k) The advancement of animal welfare	
(f) The advancement of the arts, culture, heritage or science	✓	(l) The promotion of the efficiency of the armed forces of the Crown or of the efficiency of the police, fire and rescue services or ambulance services	

8. The bid must relate to the National Health Service. Please tick (✓) from the below how your bid relates to the National Health Service:	
(a) Promotion of a health service designed to secure improvement:-	
- in the physical and mental health of people in Wales	✓
- in prevention, diagnosis and treatment of illness	✓
(b) And must provide:	
- Hospital accommodation	
- Such other services or facilities for the care of pregnant women, women who are breast feeding and young children as they consider are appropriate as part of the health service	
- Other accommodation for the purpose of any service provided under the Act e.g. GP Surgery	
- Medical, dental, ophthalmic, nursing and ambulance services	
- Such other services or facilities for the prevention of illness, the care of persons suffering from illness	✓
- Services or facilities as are required for the diagnosis and treatment of illness	

<p>9. Please explain how your bid is wholly/mainly for the service provided by Cardiff and Vale UHB?</p> <p>Whilst the Welsh Transplant Team allows people from across Wales with a solid organ transplant to compete within the team, the overwhelming majority of the athletes are patients who have either received their transplant or receive there follow up care from Cardiff and Vale University Health Board. We have one major transplant centre in Wales for example in Renal, which means that all of the renal or pancreas transplant patients (From South Wales) are transplanted in the University Hospital of Wales. Others for example, e.g. Liver Transplant Patients may be transplanted in Birmingham, but will have their follow up care here in South Wales still.</p>

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CHARITABLE FUNDS BID APPLICATION FORM

With this in mind, as we have also highlighted in the sections above, if we are better able to support our patients to stay active and live happier and healthier lives for longer, we are helping to support our clinicians to:

- Keep people well for longer – Providing people with opportunities to stay active and take part in sport.
- Improve their wellbeing and happiness – Giving people motivation and reasons to keep active, giving back normality, fun and purpose in their lives.
- Widening their support network – Meeting other people with similar conditions.

This is also an extremely positive event for staff to get involved, supporting patients throughout the games and being there to see them achieve amazing things. This is great for staff to have a chance to be involved in something so positive, when they have lived through such sad and difficult times within their roles.

It is also an excellent chance to promote organ donation here in Wales.

10. Please explain what your strategy is when the project/funding comes to an end? (e.g. if you bid is to fund the employment of a member of staff what will happen to that member of staff when the funding expires)

We are hoping to look at longer term grants/funding opportunities to support the team to continue in the future. We are exploring funding through charities and local businesses. We are also hoping to do fundraising events for the games and this will also help raise awareness of organ donation.

11. Please explain the expected outcomes/benefits of the project and how will these be measured? (please note you will be expected to report to the Charitable Funds Committee on an appropriate basis to demonstrate either the outputs of the project or that your project is being delivered as planned)

Our projects success will generally be measured in the following ways:

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CHARITABLE FUNDS BID APPLICATION FORM

1. Patients feedback about their experiences of being involved in the team
2. Number of participants involved each year

Here are some examples of quotes of the types of feedback we have received from patients about their involvement with the Welsh Transplant Football Team. This has meant that transplant and dialysis patients who attend the sessions have increased their fitness levels as well as being provided with an opportunity to have peer support.

"Before I met the team I was in a bad place. I lost my job due to illness, I became depressed, I wouldn't leave the house. The team helped me realise that life was worth living by getting me actively involved, checking up on me to see how I was doing and to offer any help in moving forward to help achieve my goals. I am now in a job, back working and living my life how it should be. I'd like to thank you all for your help in doing so."

Liam

"For once I felt like a normal healthy man. I had my partner and kids with me who also enjoyed seeing their daddy competing. I liked the team walk around the stadium and they thought I was super dad, it felt absolutely amazing!"

Teifion

The above quotes demonstrate the emotional impact and the impact of the peer support the participants received through being part of the Welsh Transplant Team. The team also felt one of the benefits was being able to represent Wales at the event.

"Playing for the Wales Transplant Football Team has boosted my confidence and my fitness so much. I look forward to putting the jersey on as it makes me feel proud."

Martin

We hope for these quotes and good news stories to be available to C&VHC as case studies to showcase what they support.

Please note that if your bid is approved you will be required to present an outcome report to the Charitable Funds Committee when requested.

- 12. Please explain how your bid meets the Public perception test? (Can you see any reason why your bid would damage the reputation of the Charity to make this expenditure from Charitable Funds?)**

We see no reasons at all why this bid would damage the reputation of the charity, in fact it is wholly intended to provide the converse. The charities involvement with the Welsh Transplant Team has been hugely positive to date and we hope to continue working with C&VHC to continue supporting our patients to attend such an incredible event.

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We feel this is something the public would look at as hugely positive to see that C&VHC were funding. Supporting people to get back active after a transplant and celebrate the gift of life!! Showcasing what can be achieved through organ donation and how good people's quality of life can be post-transplant. Whilst showcasing the amazing standard of care we provide in Wales.

Name:Shaun Thomas

Position:Senior Renal Youth Worker.....



Bid approved by:

Position: Interim Executive Medical Director

(Please note that your bid should be approved by either Clinical Board Director or Executive Director)

Date: 16 November 2021

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Report Title:	Over £25k bids for approval Refurbishment of Resuscitation Training Room and Office at UHW	Agenda Item no.	3.1.2	
Meeting:	Charitable Funds Committee	Meeting Date:	07.12.2021	
Status:	For Discussion	For Assurance	For Approval	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director			
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement			

Background and current situation:

Refurbishment of the Resuscitation Service Training room and office. Neither have been redecorated in the last 15 years.

Both are used daily and provide an environment for clinical staff to be trained in. The facility has had some remedial work to cover ceiling cracks and Rentokil have been required to fumigate the carpets due to carpet infestation.

Enhance and improve the facilities for Resuscitation Service and Resuscitation Training for staff.

Department Resuscitation Services Location Office in Ward block A

Project Description. Resus Office Space

Remove all carpet and vinyl, redecorate (Colour to be confirmed), install shelving.

Install non-slip vinyl Flooring throughout

Total Cost £5021.11

Resus Training room

Remove all carpet and vinyl and renew, redecorate (Colour to be confirmed), install shelving.

Total Cost £7011.63

This work can be undertaken over the Christmas and New year period when training requirements are less.

Full Amount Requested: £ 12,032.74

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

- The facility has not been refurbished for 15 years and is well overdue an upgrade is beneficial to all Cardiff and Vale staff as recognition of the deteriorating patient
- The current deterioration of the unit has Signiant on the patient experience as resuscitation training takes place in this training facility.

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

The room has previously had visible cracks and infestation – improvement will ensure no further health and safety issues, also an improved environment will provide opportunity for improved training and in turn positive outcomes for patients and staff.

Recommendation:

The Charitable Funds Committee is asked to:

- a) **Note** the bid submission for funding to the value of £12,032.74 (twelve thousand, thirty two pounds and seventy four pence) for the refurbishment of the Resuscitation Training Room, as detailed in the body of the report.

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:

Yes / No / Not Applicable
If "yes" please provide copy of the assessment. This will be linked to the report when published.

Kind and caring
 Caredig a gofudd

Respectful
 Dangos parch

Trust and integrity
 Ymddiriedaeth ac uniondeb

Personal responsibility
 Cyfrifoldeb personol



CHARITABLE FUNDS BID APPLICATION FORM

<p>1. Please state the name of the project/bid: Refurbishment of Resuscitation Training Room and Office at UHW</p>
<p>2. Please state the overall amount you are requesting: £ 12,032.74</p>
<p>3. Please state the duration of the project/bid: Approx 2 weeks</p>
<p>4. Please provide an overall summary of what your bid is about and what it will achieve?</p> <p>Refurbishment of the Resuscitation Service Training room and office. Neither have been redecorated in the last 15 years.</p> <p>Both are used daily and provide an environment for clinical staff to be trained in. The facility has had some remedial work to cover ceiling cracks and rentokil have been required to fumigate the carpets due to carpet infestation.</p> <p>Enhance and improve the facilities for Resuscitation Service and Resuscitation Training for staff.</p> <p>Department Resuscitation Services Location Office in Ward block A Project Description. Resus Office Space Remove all carpet and vinyl, redecorate (Colour to be confirmed), install shelving. Install non slip vinyl Flooring throughout Total Cost £5021.11</p> <p>Resus Training room Remove all carpet and vinyl and renew, redecorate (Colour to be confirmed), install shelving. Total Cost £7011.63</p> <p>This work can be undertaken over the Christmas and New year period when training requirements are less.</p>

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CHARITABLE FUNDS BID APPLICATION FORM

5. What are the breakdown of total funds requested:	
(a) Direct Costs:	Total refurbishment costs quotes above,
(b) Staff:	
(c) Consumables:	
(d) Equipment:	
(e) Travel:	
(f) Other:	
(g) Indirect Costs:	

6. Could funding from the Endowment Fund support this bid? No – no access to endowment funds			
7. The bid must further a Charitable purpose/purposes. Please tick (✓) which Charitable Purpose / Purposes your bid fits under:			
(a) The prevention or relief of poverty		(g) The advancement of amateur sport	
(b) The advancement of education	✓	(h) The advancement of human rights, conflict resolution or reconciliation, or the promotion of religious or racial harmony or equality or diversity	
(c) The advancement of religion		(h) The advancement of environmental protection or improvement	
(d) The advancement of health or saving of lives		(j) The relief of those in need because of youth, age, ill health, disability, financial hardship	
(e) The advancement of citizenship or community development		(k) The advancement of animal welfare	
(f) The advancement of the arts, culture, heritage or science		(l) The promotion of the efficiency of the armed forces of the Crown or of the efficiency of the police, fire and rescue services or ambulance services	

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CHARITABLE FUNDS BID APPLICATION FORM

8. The bid must relate to the National Health Service. Please tick (✓) from the below how your bid relates to the National Health Service:	
(a) Promotion of a health service designed to secure improvement:-	
- in the physical and mental health of people in Wales	
- in prevention, diagnosis and treatment of illness	✓
(b) And must provide:	
- Hospital accommodation	
- Such other services or facilities for the care of pregnant women, women who are breast feeding and young children as they consider are appropriate as part of the health service	
- Other accommodation for the purpose of any service provided under the Act e.g. GP Surgery	
- Medical, dental, ophthalmic, nursing and ambulance services	✓
- Such other services or facilities for the prevention of illness, the care of persons suffering from illness	
- Services or facilities as are required for the diagnosis and treatment of illness	✓

<p>9. Please explain how your bid is wholly/mainly for the service provided by Cardiff and Vale UHB?</p> <p>The refurbishment is beneficial to all Cardiff and Vale staff as recognition of the deteriorating patient and resuscitation training takes place in this training facility.</p>	
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CHARITABLE FUNDS BID APPLICATION FORM

10. Please explain what your strategy is when the project/funding comes to an end? (e.g. if you bid is to fund the employment of a member of staff what will happen to that member of staff when the funding expires)

Not applicable

11. Please explain the expected outcomes/benefits of the project and how will these be measured? (please note you will be expected to report to the Charitable Funds Committee on an appropriate basis to demonstrate either the outputs of the project or that your project is being delivered as planned)

Improved ambience to undertake training. No more visible cracks or infestations in carpets.

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CHARITABLE FUNDS BID APPLICATION FORM

Please note that if your bid is approved you will be required to present an outcome report to the Charitable Funds Committee when requested.

12. Please explain how your bid meets the Public perception test? (Can you see any reason why your bid would damage the reputation of the Charity to make this expenditure from Charitable Funds?)

Not applicable

Name: Angela Jones

Position: Senior Nurse, Resuscitation Service.

Bid approved by: A Roberts Position: Chair – Recognition of Acute Deterioration and Resuscitation (RADAR) Committee.

(Please note that your bid should be approved by either Clinical Board Director or Executive Director)

I can confirm that I approve this bid. Alun Tomkinson – Clinical Board Director Surgery

Date: 4th November 2021.

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CHARITABLE FUNDS BID APPLICATION FORM

Saunders, Nathan
01/17/2022 23:42:31

Report Title:	Bids over 25k Employee Wellbeing Service – Continued Funding			Agenda Item no.	3.1.3
Meeting:	Charitable Funds Committee			Meeting Date:	07.11.2021
Status:	For Discussion	For Assurance	For Approval	√	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

In June 2019, the Board of Trustees of the Cardiff & Vale Health Board Charity approved a bid which doubled the number of counsellors and introduced a new Assistant Psychological Therapy Practitioner (AFTP) role within the Employee Wellbeing Service (EWS).

The funding is due to come to an end by February 2022 and fixed term contracts ending December 2021 – February 2022. Attempts have been made to resource ongoing funding centrally however these have been unsuccessful. As a result, the resources in EWS will be reduced by over 50% at a time when Cardiff and Vale UHB and its staff are facing unprecedented pressures and the risks to staff wellbeing and the UHB will be significant.

Evidence indicates that demand for psychological support will continue to increase as a result of the pandemic and if ongoing funding cannot be found to embed the additional staffing within EWS, then waiting times will revert back to those seen in 2019 and may even be longer due to the increase in the number of and complexity of referrals being received. In addition, the expanded range of services such as Guided Self-help, Wellbeing champion training, extended workshops and managers support will also have to be withdrawn which will reduce the resources available to support wellbeing.

Failure to invest long-term into the Employee Wellbeing Service will result in a 71% reduction in clinical capacity and will result in the withdrawal of services available to both staff and line managers at a time when they are increasingly vulnerable. EWS will no longer be able to provide rapid assessment for staff reporting higher risk of emotional distress, self-harm or suicidal ideation.

Total Cost: £392,000 – See Appendix 1.

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

- There is clear evidence to support the effectiveness of the additional funding and the impact it has had over the past 2 years.
- The additional staffing has made a significant difference on waiting times within EWS with 100% of all referrals now being seen within 5 working days compared to 16% in 2019. This is despite a 25% increase in the number of staff accessing the service which gives an improvement of 84%.

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- An even greater impact, has been seen in waiting times for counselling. Since October 2020 staff requiring counselling are on average given an appointment within seven working days of their initial assessment, which is a 90% reduction compared to October 2019 and is well below the Welsh Government target of 26 weeks.
- Waiting times are not the only outcome that has seen an improvement since the Health Charity's investment in EWS. Despite an increase in the complexity of mental health reasons for referral, in the past 12 months the Health board has seen a decrease in the percentage of staff who remain off work following their intervention with EWS.
- Qualitative as well as quantitative needs to be highlighted as evidence of clear benefits realisations, for not only staff and their patients but also the UHB.

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

Without additional funding for this service:

- Waiting times to access the service would increase and the Welsh Government Target of 26 weeks to access counselling could be breached
- Fewer staff would be able to access the service
- An increase in sickness levels would be of real concern

Recommendation:

The Charitable Funds Committee is asked to:

- a) **approve** the bid submission from the Employee Wellbeing Service for funding to the value of £392,000 (three hundred and ninety two thousand pounds) to continue to support staff of Cardiff and Vale University Health Board, as detailed in the body of the report.

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	√
Equality and Health Impact Assessment Completed:		<p>Not Applicable <i>If "yes" please provide copy of the assessment. This will be linked to the report when published.</i></p>							

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Kind and caring
 Caredig a gofudol

Respectful
 Dangos parch

Trust and integrity
 Ymddiriedaeth ac uniondeb

Personal responsibility
 Cyfrifoldeb personol



CHARITABLE FUNDS BID APPLICATION FORM

<p>1. Please state the name of the project/bid: Employee Wellbeing Service</p>
<p>2. Please state the overall amount you are requesting: £392,000 (£196,000 per annum which equates to £12.25 per employee)</p>
<p>3. Please state the duration of the project/bid: 2 years</p>
<p>4. Please provide an overall summary of what your bid is about and what it will achieve?</p> <p>In June 2019, the Board of Trustees of Cardiff & Vale Health Charity approved a bid which doubled the number of counsellors and introduced a new Assistant Psychological Therapy Practitioner (APTP) role within the Employee Wellbeing Service (EWS).</p> <p>The funding is due to come to an end by February 2022 and fixed term contracts ending December 2021 – February 2022. Attempts have been made to resource ongoing funding centrally however these have been unsuccessful. As a result, the resources in EWS will be reduced by over 50% at a time when Cardiff and Vale UHB and its staff are facing unprecedented pressures and the risks to staff wellbeing and the UHB will be significant.</p> <p>Evidence indicates that demand for psychological support will continue to increase as a result of the pandemic and if ongoing funding cannot be found to embed the additional staffing within EWS, then waiting times will revert back to those seen in 2019 and may even be longer due to the increase in the number of and complexity of referrals being received. In addition, the expanded range of services such as Guided Self-help, Wellbeing champion training, extended workshops and managers support will also have to be withdrawn which will reduce the resources available to support wellbeing.</p> <p>There is clear evidence to support the effectiveness of the additional funding and the impact it has had over the past 2 years.</p> <p>The additional staffing has made a significant difference on waiting times within EWS with 100% of all referrals now being seen within 5 working days compared to 16% in 2019. This is despite a 25% increase in the number of staff accessing the service which gives an improvement of 84%.</p> <p>An even greater impact, has been seen in waiting times for counselling. Since October 2020 staff requiring counselling are on average given an appointment within seven working days of their initial assessment which is a 90% reduction compared to October 2019 and is well below the Welsh Government target of 26 weeks.</p> <p>Waiting times are not the only outcome that has seen an improvement since the Health Charity's investment in EWS. Despite an increase in the complexity of mental health reasons for referral, in the past 12 months we have seen a decrease in the percentage of staff who remain off work following their intervention with EWS.</p>

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CHARITABLE FUNDS BID APPLICATION FORM

	Total referrals received	% off work at time of referral	% of off work following Counselling
2020	601	26%	11%
2021* *Jan-April	219	29%	6%

Impact of Assistant Psychological Therapy Practitioner Role

The implementation of the new Assistant Psychological Therapy Practitioner (APTP) role has had a wide-reaching impact on EWS service delivery including service development and increased counselling capacity.

The APTPs have been trained to undertake the initial resource assessments which has reduced the demand on the counsellors and increased the number of counselling appointments available by up to 48 appointments per month.

The APTPs have also expanded service delivery by introducing guided self-help which is a low intensity therapeutic intervention. Since January 2020, the APTPs have supported 148 staff members to access Guided self-help resources including worry and rumination, depression, and anxiety.

Evidence based outcome measures indicate an 90% improvement in their post intervention scores, as well as a 27% reduction in the number of staff off work after completing Guided self help.

In addition to clinical interventions, the APTP role has also taken on board the psychological education sessions (wellbeing workshops), which again increases counselling capacity, as this was previously undertaken by the counselling team.

Since January 2020 until April 2021 the APTPs have delivered training to 503 staff and managers on the following courses

- Compassion and Self Care
- Stress Risk assessment Training for Line manager
- Assertiveness
- Menopause awareness
- Menopause cafes

The APTPs have also taken the lead on developing the well-being champion model within the UHB. Over 200 well-being champions have been trained to offer wellbeing support and signposting to resources to colleagues in a timely and informal way. The wellbeing champions are also encouraged to implement proactive initiatives within their departments e.g. CAVaCoffee events.

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CHARITABLE FUNDS BID APPLICATION FORM

To support the wellbeing champions, the APTPs also provide monthly newsletters and run quarterly wellbeing champion support groups where concerns can be raised, peer support sought and best practice shared.

Impact of Additional EWS resources during Covid 19

Covid 19 has not only impacted on the number of referrals to EWS, but also the complexity of the mental health conditions triggering the referral. Pre Covid19, approx 30-40% of referrals were discharged after the initial assessment, this has now decreased to approx. 10-15%. The health assessment tools used by EWS are indicating increased levels of stress, anxiety and burnout as well as higher levels of risk of self harm, suicidal ideation and potential trauma.

Despite increases in the number of referrals and an increase in complexity, the additional resources have ensured that waiting times have remained low which means that staff can access initial support and advice within 2-3 days of referring.

Having the additional resources during Covid 19 has also enabled EWS to offer an agile response to the needs of UHB employees during the acute phases of the pandemic. Since April 2020 EWS have run over 60 drop in Q&A sessions on a variety of topics including sleep, anxiety, depression and stress for both staff and line managers.

The additional staffing has also enabled the EWS Lead Counsellor to expand their role and to offer proactive support directly to managers as well as providing group support sessions for staff working in areas acutely affected by covid.

Qualitative Feedback

While the information above provides evidence on the quantitative impact of the additional EWS resources it cannot illustrate the fundamental impact having a responsive EWS service has had on individual staff members. Below are examples of the feedback the EWS has received since January 2020.

I didn't know what support I needed before I accessed the service, but now I realised that the support provided was invaluable in helping me rationalise how I was feeling and acknowledge that I am still in recovery. It enabled me to celebrate how far I have come but accept that I have a way to go to return to the new normal.

I was impressed with the responsiveness of the service, I had held off asking for help so when I needed it I felt quite desperate. I was seen quickly and offered some help promptly (I had been unable to achieve this through my GP so I was very grateful). There was real kindness and understanding through the counselling process but also challenge which helped me look at my response to the way I was feeling and how I treated myself. The counselling felt like a real hook when I was feeling so desperate, I felt like there was a prop there for me and not so alone with my problems. I did end up taking one week off work but I think without this service I wouldn't have felt so confident about returning quickly. I also hope that now I have some better understanding of myself and may be able to better manage my emotions going forwards.

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CHARITABLE FUNDS BID APPLICATION FORM

This service for staff is fantastic, I received counselling very quickly after referring myself for support. My counsellor gave me all the support and guidance I needed in order to navigate my way through a very difficult time in my life. I can't praise this service enough

Using this service has been instrumental in my return to work. I have benefitted from the opportunity to talk and felt safe to share difficult thoughts and feelings which were having a negative impact on my role as well as my personal life. I have felt listened to and understood.

Sessions were structured well and always on time as scheduled. I have now returned to my role, I feel confident in the strategies I have discussed and committed to ongoing reflection and self care to help me in my demanding workload. Thank you very much.

I did not fully believe my chosen method would be beneficial to me in ways it has been. However, it's been a breath of fresh air and has enabled me to dig deep and reflect and improve things ordinarily I would have ignored. I feel so much more emotionally resilient and the coping strategies have been surprisingly beneficial in so many more ways than planned or thought. I really appreciate what has done for me and if ever required, I would not hesitate to utilise this service again.

Recommendation

The evaluation of the Health Charity investment in EWS illustrates that there has been significant improvements in waiting times as well as the range of services available and ultimately staff experience even throughout a pandemic.

The long term psychological impact of Covid 19 is currently unknown, evidence however indicates it will potentially have a lasting impact for at least 5 years and that Healthcare workers are more at risk.

Failure to invest long-term into the Employee Wellbeing Service will result in a 71% reduction in clinical capacity and will result in the withdrawal of services available to both staff and line managers at a time when they are increasingly vulnerable. EWS will no longer be able to provide rapid assessment for staff reporting higher risk of emotional distress, self-harm or suicidal ideation.

Lack of services will impact on staff attendance and will ultimately have a financial impact on the UHB and quality of patient experience.

Failure to invest will contradict the belief that staff are the UHB's greatest asset and is likely to damage the UHB's reputation as an Employer of choice who cares for their staff and sees their wellbeing as a priority.

To prevent all of the above, it is recommended that the UHB provide long-term financial investment of approx. £195,000 per annum (approx. £12 per member of staff) in the EWS service to embed the additional resources within EWS as a substantive service delivery model.

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CHARITABLE FUNDS BID APPLICATION FORM

5. What are the breakdown of total funds requested:	
(a) Direct Costs:	
(b) Staff:	£196,000 per annum
(c) Consumables:	
(d) Equipment:	
(e) Travel:	
(f) Other:	
(g) Indirect Costs:	

6. Could funding from an Endowment Fund support this bid? No Employee Health and Wellbeing has no endowment funds it can access			
7. The bid must further a Charitable purpose/purposes. Please tick (✓) which Charitable Purpose / Purposes your bid fits under:			
(a) The prevention or relief of poverty		(g) The advancement of amateur sport	
(b) The advancement of education		(h) The advancement of human rights, conflict resolution or reconciliation, or the promotion of religious or racial harmony or equality or diversity	
(c) The advancement of religion		(h) The advancement of environmental protection or improvement	
(d) The advancement of health or saving of lives	✓	(j) The relief of those in need because of youth, age, ill health, disability, financial hardship	✓
(e) The advancement of citizenship or community development		(k) The advancement of animal welfare	
(f) The advancement of the arts, culture, heritage or science		(l) The promotion of the efficiency of the armed forces of the Crown or of the efficiency of the police, fire and rescue services or ambulance services	

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CHARITABLE FUNDS BID APPLICATION FORM

8. The bid must relate to the National Health Service. Please tick (✓) from the below how your bid relates to the National Health Service:	
(a) Promotion of a health service designed to secure improvement:-	
- in the physical and mental health of people in Wales	✓
- in prevention, diagnosis and treatment of illness	
(b) And must provide:	
- Hospital accommodation	
- Such other services or facilities for the care of pregnant women, women who are breast feeding and young children as they consider are appropriate as part of the health service	
- Other accommodation for the purpose of any service provided under the Act e.g. GP Surgery	✓
- Medical, dental, ophthalmic, nursing and ambulance services	
- Such other services or facilities for the prevention of illness, the care of persons suffering from illness	
- Services or facilities as are required for the diagnosis and treatment of illness	

9. Please explain how your bid is wholly/mainly for the service provided by Cardiff and Vale UHB?

This bid will support the wellbeing of 16,000 Cardiff and Vale employees and will enable them to continue to access a range of psychological support in a timely manner

10. Please explain what your strategy is when the project/funding comes to an end?

Evidence has already been collated which clearly illustrates the effectiveness of the additional resources and the impact it has had on staff wellbeing and attendance. This evidence has been shared at an Executive level and requests made for central funding to embed these services longer term. These requests have been unsuccessful leaving no option, but to seek further financial support from the Health Charity in order to reduce the risks to the wellbeing of staff and patient care due to the removal of EWS resources

11. Please explain the expected outcomes/benefits of the project and how will these be measured?

Ongoing funding will ensure that the Employee Wellbeing Service continues to offer support in a timely manner and maintain the 80-90% improvement in waiting times. It will enable the service to continue to offer the expanded range of services including the offer of wellbeing support to specific teams and managers affected by Covid.

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CHARITABLE FUNDS BID APPLICATION FORM

The effectiveness will continue to be monitored but through qualitative and quantitative measures e.g. feedback from service users, waiting times and attendance at work data

Please note that if your bid is approved you will be required to present an outcome report to the Charitable Funds Committee when requested.

12. Please explain how your bid meets the Public perception test? (Can you see any reason why your bid would damage the reputation of the Charity to make this expenditure from Charitable Funds?)

Investing in the Employee Wellbeing Service clearly illustrates that the Health Charity is investing in the wellbeing of the UHB employees and sees their wellbeing as a priority

Name: Nicola Bevan

Position: Head of Employee Health and Wellbeing Services

Bid approved by: Rachel Gidman, Executive Director of People and Culture

(Please note that your bid should be approved by either Clinical Board Director or Executive Director)

Date: 10/11/2021

Saunders, Nathan
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Report Title:	HEALTH CHARITY FUNDRAISING REPORT			Agenda Item no.	4.1
Meeting:	Charitable Funds Committee			Meeting Date:	07.12.21
Status:	For Discussion	For Assurance	For Approval	For Information	√
Lead Executive:	Ruth Walker, Executive Director of Nursing				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

Cardiff & Vale Health Charity (“the Health Charity”) is the official charity and working/trading name of Cardiff and Vale University Health Board General Purposes Charitable Fund, Charity Registration Number 1056544.

The day-to-day work related to the Health Charity is performed by the Health Charity Team and the Charity Office. The function of the Charity Office is to maintain a register of fundraising activities, support fundraising activities, and ensure that fundraising activities are undertaken in accordance with principles of best practice and pose no risk to the reputation of the UHB and the brand of the Health Charity.

A Fundraising report is provided to the Charitable Funds Committee on a quarterly basis. This report covers the progress and activities of the Health Charity Appeals for the period 1st September – 30th November 2021

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

The Committee is asked to:

- Note the content of the Fundraising Report; and
- Note the dates of key Health Charity fundraising events for future CFC representation attendance

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

Attached documents:- **Fundraising Report**

ASSURANCE is provided by:

- Increased visibility and awareness of the Health Charity across Cardiff and the Vale of Glamorgan
- Increased patient, staff and public engagement with Health Charity events and fundraising
- Fundraising performance during the report period

Recommendation:

The Charitable Funds Committee is asked to:

a) **NOTE** the content of the Fundraising Report, including the progress made and activities undertaken to date by the Health Charity.

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	√
Equality and Health Impact Assessment Completed:	Not Applicable <i>If "yes" please provide copy of the assessment. This will be linked to the report when published.</i>								

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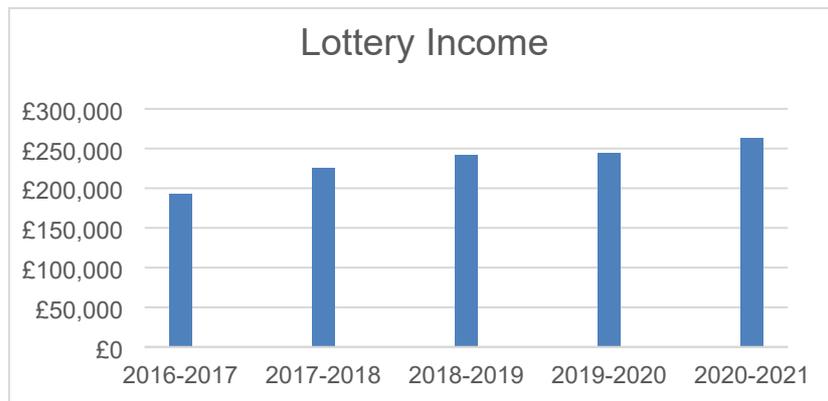
CARDIFF & VALE HEALTH CHARITY FUNDRAISING REPORT – DECEMBER 2021

STAFF LOTTERY

The Health Charity is pleased to report that the Staff Lottery Scheme income continues to grow month on month. At the end of October, there are 5,209 lottery numbers allocated in each draw pulled, throughout October which equates to £22,573 each month.

New lottery membership recruitment between January to November 2021 for the £21,000 SuperMegaDraw has generated an additional 888 new numbers into the scheme.

The graph below shows the last five years of gross income (pre-costs) from the Staff Lottery.



FUNDRAISING APPEALS



PROP APPEAL

The installation of the water refill station at the Neuro and Spinal Rehabilitation Unit at Llandough Hospital has proved very popular with staff and patients, and was funded via donations to the Prop Appeal.

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**CARING FOR PEOPLE
KEEPING PEOPLE WELL**



Physiotherapist Tessa is pictured and thanked the very many donors who made this possible.

These refill stations will provide an opportunity for everyone to support the Health Board's sustainability agenda as well as saving money.



Future PROP Events

- **Afternoon Tea** - February 2022.
- **Claire Nokes Golf Day** 26th April 2022. Whitchurch Golf Club.
- **Prop Ball- 29th October 2022.** Mercure Holland House Hotel



THE BREAST CENTRE APPEAL

As of the end of October 2021, long time Breast Centre Appeal supporter Irene Hicks' fundraising total has reached **£182,000**. The Health Charity maintains regular contact with Irene and her team, and provides support where needed.

Walk 10 Miles to Celebrate 10 Years of the Breast Centre Appeal – a new walking event around Cosmeston Lakes to the Breast Centre at Llandough Hospital held in September 2021 and raised just under £3,000.

Debs Harris, Breast Cancer patient, took on a triple challenge for the Breast Centre Appeal throughout September and October 2021 – the 10 Mile Walk, The Welsh Three Peaks, and a Skydive as part of the Big NHS Jump – fundraising is currently at just over £2,500 and still growing.

October 2021 – during Breast Cancer Awareness month, Splash Central Cardiff held a 'Splash of Pink' fundraiser hosting sponsored swimming events and fitness classes – to date this event has raised just over £2000 – all sponsorship not yet received.

Future Breast Centre Events

- **NHS Big Jump** – The Sky Dives planned for September and October were cancelled due to bad weather – these will be rescheduled for 2022.
- **Afternoon G&T** – Re-scheduled for March 2022
- **Strictly Top Dancer** – Rescheduled for June 2022
- **Pink Tie Gala Dinner** – Rescheduled for December 2022



OUR HEALTH MEADOW

The Health Charity has submitted several applications for grants and funding awards to support the ongoing costs of the provision of Our Health Meadow:

Applications submitted to:	Amount	Bid status
NHS Charities Together	£51,000	Application currently being worked on with a view to send in November.
Heritage Fund Woodlands	£145,000	Successful Bid
Arnold Clark Community Fund	£1000	Successful Bid
Barclays Bank	£100,000	Unsuccessful Bid

The planning application was approved on 2nd November 2021 and work will start imminently.

A new intake of volunteer groups started on 1st November where they will be helping out around the site with path building, wood clearing, fencing, woodwork projects as well as working towards a certificate in woodwork.

Shine Bright Appeal

The Health Charity has launched its Shine Bright Appeal with 50% of the proceeds benefitting Our Health Meadow. Local businesses have been invited to sponsor an LED star which will be secured to the external walls of UHW and a light switch on event will take place on 29th November at 5pm.

So far, 6 large stars, (£1,500 each) and 3 medium stars (£1,000 each) have been sponsored and we have secured a main sponsor (£5,000). A virtual shine bright appeal digital link will be available for opportunities to sponsor online stars throughout November and December.

A new crowdfunding platform is currently being created where opportunities will be available for supporters to sponsor items at the Health Meadow such as a bench, tree, fencing, bee hives etc.

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Fundraising

Cardiff Bay 10k Run

Originally scheduled for March 2020, the Cardiff Bay 10k run was the largest mass participation event to take place in Wales since before the COVID-19 pandemic. Over 6,000 people registered with fifty Health Charity runners who all raised nearly £6,000 to help support projects across the UHB.

Runners were encouraged to share their story with the 'Move More, Eat Well' initiative, the Health Boards partnership plan which encourages everyone across Cardiff and Vale to 'Move More Eat Well'.



Manic Street Preachers

Manic Street Preachers played a series of concerts recently at the Motorpoint Arena, Cardiff raising a total of £85,000 for local NHS Charities in Wales. NHS workers were also treated to a free concert as a thank you for their hard work during the pandemic.

The Health Charity received a donation of £35,000 towards its recovery phase of the Covid-19 pandemic, which has been distributed as follows:



Fund/Appeal	£
Make It Better	15,000
Breast Centre	5,000
PROP	5,000
Our Orchard	5,000
Arts	5,000

Gift in Wills (Legacy) Donations

The Health Charity continues to raise awareness of its 'Gift in Wills' fundraising by utilising social media, Staff Connects and external advertising and has benefitted from free advertising from local publications.

It is currently expanding its legacy promotions to include specific awareness raising for the Arts Programme and its donors and supporters.

The Health Charity continues its promotion of its partnership with 'FAREWILL' to offer a free wills service and will monitor the response and any Gift in Wills pledges received and report back to the CFC at the end of this project.

Report Title:	Bale Fund Expenditure	Agenda Item no.	4.2.1
Meeting:	Charitable Funds Committee	Meeting Date:	07.12.21
Status:	For Discussion	For Assurance	x For Approval
Lead Executive:	Ruth Walker, Executive Nurse Director		
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement		

Background and current situation:

The Charitable Funds Committee is asked to support a number of projects across Cardiff and the Vale of Glamorgan. The leads for the projects are required to provide a report outlining the budgets of the project.

Following a successful bid to the Charitable Funds Committee, the Health Charity aims to provide reassurance and assurance regarding the funds by reporting to the Committee how the money has been spent and the relevant impact/improvement.

At the meeting held on 17th November 2020, the Charitable Funds Board of Trustees 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.

FINANCIAL UPDATE

All costs to date (01/11/2021) have been committed to salaries. Phase 2 will see allocation of funding going towards interventions. The expectation is that all monies provided would be allocated within the timescale.

PROACTIVE WELLBEING FUNDING RECONCILIATION. BID REF No. - CFCcovid05	
TOTAL FUNDING AWARDED	£282,000.00
TOTAL EXPENDITURE, AS AT 01/11/21	
TOTAL PAY COSTS	£109,238.81
TOTAL NON-PAY COSTS	£3,289.93
TOTAL EXPENDITURE CHARGED TO CHARITABLE FUNDS	-£112,528.74
REMAINING FUNDING	£169,471.26

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

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 on the UHW estate.

Financial Update

All costs completed – balance of **£5,754.44** remaining.

Proposal to move this balance to the Make It Better Fund to be utilised for much needed upgrades to other staff rest areas at UHW, in alignment with the Bale Family wish for their donation to be spent at UHW.

Company	Spend £	Balance remaining
Approved budget	54,000.00	
Grosvenor		
Staff Haven fittings	17272.85	
Design, survey and admin costs	4165.00	
Wall Glamour install and plant delivery	8636.43	
Poppi Contract Furniture	16956.00	
Nathan Wyburn Art	1000.00	
Saltmarshe Framing -	215.28	
	48245.56	5,754.44

3. 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 aren't 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.

Progress Update

A content/structure audit is currently being undertaken on the digital site, with anticipated completion by the end of 2021, following which the main comms campaign will be implemented in early 2022.

Expenditure to date has included the costs of:

- Senior Communications Officer post allocated across project.
- Website Developer post
- A video agency is currently being appointed following a recent tendering process
- Digital Hardware devices/Wi-Fi solutions to facilitate engagement amongst digitally excluded groups (will need to be reviewed by end of June 2022 based on engagement activity).

Spend to date:

TOTAL FUNDING AWARDED	£164,000.00
TOTAL EXPENDITURE (including committed funds) AS AT 31/10/21	£79,314
REMAINING FUNDING	£84,686

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

- The CFC is asked to note the progress made on each project.
- Approve the repurposing of the balance of **£5,754.44**, from the UHW Staff Haven Project to the Make It Better Fund to be utilised for further upgrades to staff area at this location.

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 communications, follow-up and project evaluation.

Recommendation:

The Charitable Funds Committee is asked to:

- Note** the update provided in this report with regards to the use/spend of the allocated funding in relation to the named projects; and
- approve** the request to repurpose the sum of £5,754.44 (five thousand, seven hundred and fifty four pounds and forty four pence) from the UHW Staff Haven Project to the Make it Better Fund, as outlined in the body of this report.

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	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	
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	
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	x	Long term		Integration		Collaboration		Involvement	x
Equality and Health Impact Assessment Completed:	No								



Report Title:	STAFF BENEFITS GROUP REPORT			Agenda Item no.	4.3
Meeting:	Charitable Funds Committee			Meeting Date:	07.12.2021
Status:	For Discussion	For Assurance	For Approval	For Information	√
Lead Executive:	Stuart Walker, Interim Chief Executive				
Report Author (Title):	Rachel Gidman, Executive Director of People and Culture				

Background and current situation:

Cardiff and Vale University Health Board Staff Benefits Group was established in 2017, to explore and co-ordinate discounts and benefits offered by external organisations for UHB employees. The Staff Benefits Group would ensure and agree 'best deals' for staff and in governance terms would report their work to the Charitable Funds Committee and the Local Partnership Forum.

The purpose of this paper is to inform the Charitable Funds Committee of staff benefits discussed and agreed by the Group between September – November 2021. The last Staff Benefits Group meeting was held on 10th November 2021.

The Staff Benefits Group meets on a quarterly and has the following membership:

- Senior Management Representative
- Senior Health Charity representative
- Senior Workforce Manager
- Staff Side representative
- Communications representative
- Sustainable Travel Manager
- Procurement Representative

Staff benefits are displayed on a dedicated link on the UHB website intranet page.

Businesses and suppliers who wish to provide discounted goods or services to staff are invited to email the Communication, Arts, Health Charity and Engagement Team at News@wales.nhs.uk. New proposals are taken to the Staff Benefits Group for discussion and approval and subsequently advertised on the Staff Benefits website page.

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

REPORT - attached

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

In accordance with best practice and good governance, the Staff Benefits Group provides a quarterly report to the Charitable Funds Committee and Local Partnership Forum, setting out how the Committee has met its Terms of Reference during the preceding period.

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Recommendation:

The Charitable Funds Committee is asked to:

- **RECEIVE FOR INFORMATION** the Staff Benefits Group report

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								
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STAFF BENEFITS GROUP REPORT

CHARITABLE FUNDS COMMITTEE

STAFF BENEFIT MEETINGS

The quarterly Staff Benefits Group (SBG) meeting took place on 10.11.2021 with Rachel Gidman Chairing the meeting.

STAFF BENEFITS PARTNERSHIPS

The SBG, via its collaborative working with Cardiff & Vale Health Charity continue to seek opportunities to develop partnership working with businesses and companies who express an interest in supporting staff of Cardiff and Vale University Health Board.

- Nathaniel's Car Dealership

- Representatives from the SBG meet bi-monthly with the General Manager of Nathaniel Cars to discuss mutually beneficial ways to promote the dealership and staff benefits provided.
- In addition to providing direct staff benefits, Nathaniel's are a great supporter of the Health Charity, which in turn helps raise funds which are used to support patients and staff across the UHB.
- During the month of November, Nathaniel's have pledged to donate £75 to the Health Charity for every car sold by them. They are also offering £2,000 cashback on cars. The Health Charity is actively promoting these deals with links to the SB webpages.

The next meeting with Nathaniel's is scheduled for 11.11.21.

- Neyber

Neyber provide financial Benefits for Employees. The SBG is keen to focus on the educational component e.g financial advice and agreed to arrange a presentation from Neyber to discuss in line with the item below.

- Home Electronics Salary Sacrifice Schemes

The SBG has received proposals from NHS Fleet Solutions and Vivup inviting CVUHB to take up their home electronics salary sacrifice schemes. A further meeting is being arranged with Payroll and Finance in attendance to advise the SBG re: compliance



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issues and concerns over potential unintended consequences for staff members before a decision is made on whether to go out to competitive tender.

The following new staff benefits proposals were approved by the SBG in the meeting held on 10.11.21:

- **Health Service Heroes Discount Booklet:**
 - Localised Health Service Discount Booklet and accompanying website link to be promoted via Staff Benefits Webpages.
 - All drafts will need approval from SBG group and the SBG will need to retain strict editorial control over content.
- **Cardiff International Pool and Gym:**
Corporate fitness membership for CAVUHB Staff, along with free trials to those interested in a membership.
- **Simply Gym:**
Discounted membership and free 1-day pass for CAVUHB Staff.

The following staff benefits were approved by the SBG (by email) during the quarterly period and promoted to staff in a timely manner:

- **Wales Millennium Centre**
Discounted tickets of £10 for 'The boy with Two Hearts'
- **Waterloo Tea**
10% discount for NHS staff.
- **'Tickets for Good'/Motorpoint Arena**
The SBG received an allocation of tickets for Orchestral Manoeuvres in the Dark at the Motorpoint arena which were promoted to staff members.

The next meeting of the Staff Benefits Group is scheduled for February 2022.

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Report Title:	STAFF LOTTERY BIDS PANEL REPORT	Agenda Item no.	4.4
Meeting:	Charitable Funds Committee	Meeting Date:	07.12.21
Status:	For Discussion	For Assurance	<input checked="" type="checkbox"/> For Approval
Lead Executive:	Ruth Walker, Executive Nurse Director		
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement		

Background and current situation:

The Board of Trustees of Cardiff & Vale Health Board Charity have delegated responsibility to the Staff Lottery Bids Panel for consideration and approval of charitable funds bids up to a maximum of £10,000.

The Small Bids process, which also allows bids up to a value of £250 to be fast tracked for approval was formally agreed by the Charitable Funds Committee at their meeting on the 19th September 2017.

At the time of writing this report, 31st October 2021, the last Staff Lottery Panel Meeting was held in July 2021. The next scheduled meeting is 24th November 2021. The attached paper is the list of all approved bids from 1st March 2021.

The Health Charity is pleased to report that the Staff Lottery Scheme income continues to grow month on month. At the end of October, there are 5,209 lottery numbers allocated in each draw pulled, throughout October which equates to £22,573 each month.

New lottery membership recruitment between January to October 2021 for the £21,000 SuperMegaDraw has generated an additional 888 new numbers into the scheme.

The SuperMegaDraw to commemorate '2021' which will be drawn on Friday 25th November 2021.

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

I am pleased to report on the continued success of the Staff Lottery.

The CFC is asked to note the following: -

- At the July meeting of the Staff Lottery Bids Panel, Peter Welsh-Vice Chair noted that as of 1st March 2021, Mike Jones would be stepping down as Chair of the Staff Lottery Bids Panel to begin his new role as the Independent Member for Trade Unions with Cardiff and Vale University Health Board.

Panel members were invited to electronically submit an Expression of Interest to the Secretariat for the role of Chair. There was one expression of interest submitted. The panel agreed, Peter Welsh should take up the role of the Chair. The newly appointed

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Chair noted that the same selection process for the Vice Chair of the Staff Lottery Bids Panel would be actioned. Expressions of Interest for Vice Chair should be sent to Secretariat within ten days of the meeting. The Vice Chair will be agreed by members at the next meeting of the Staff Lottery Bids Panel in November.

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

The criteria in determining whether a bid should be approved are based on the Health Charity core/non-core guidance and principles:

ASSURANCE is provided by:

- Strong governance arrangements
- Increasing staff income
-

Recommendation:

The Charitable Funds Committee is asked to:

- a) **Note** the content of the Staff Lottery Bids Panel Report.

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	✓
Equality and Health Impact	No								

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Staff Lottery Bids Panel Approved Bids March 2021 (↑ £10k)						
	No	Applicant's Name	Service	Description	Amount £	Decision
March 21	BP672B	Holly Taren	Children, Young People and Family Health Services	Bilingual emotional wellbeing videos for inclusion on current microsite	£4,980	Approved
	BP673	Bex Betton	Arts for Health and Wellbeing. C&V Health Charity	Texting games for patients	£2,700	Approved
	BP674	Faye Holmes-Langstone	Community Mental Health	Voyage of Recovery. Sailing around Britain 2021	£7,000	Approved
	BP675	Menna Jones	High Risk Eating Disorders	Standup comedy skills tutoring	£2,000	Approved
	BP676	Julia Evans	MEAU- UHL	Staff room furniture upgrade	£4,097	Approved
	BP677	Ruth Lloyd	Day Surgery Unit UHL	Reflection garden with memorial benches	£2,254	Approved
	BP678	Ruth Lloyd	Day Surgery Unit UHL	Staff Haven-kitchen upgrade	£5,054	Approved
	BP679	Karen Lewis	Riverside Health Centre. Community Dental Service	Staff Haven-kitchen upgrade	£513	Approved
	BP680	Rachel Capp	Occupational Therapy Hand Therapy	E-Link rehabilitation kit. Hand therapy	£6,132	Approved

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	BP681	Nicola Bevan	Employee Health and Wellbeing Services. WOD	Refill water station for staff haven @ UHW	£5,913	Approved
					£54,735	

Staff Lottery Bids Panel Approved Bids March 2021 (↑ £10k)						
	No	Applicant's Name	Service	Description	Amount £	Decision
July 21	BP682	Rachel Mcwilliams	Dental Nursing	UDH outdoor dining area	£6,400	Approved £2,242
	BP683	Karen T Jones	Adult Mental Health	Cwtch Garden Hafan-Y-Coed	£1,800	Approved
	BP684	Suzanne Hardacre	Maternity, Obstetrics & Gynaecology	Obstetric Emergency Simulation Training	£5,688	Approved
	BP685	Ruth Cann	Integrated Medicine	Sustainable garden furniture	£1,967	Approved
	BP686	Paul Spragg	West 6	Home adaption	£10,000	Rejected
	BP687	Becci Ingram	Starfish Outpatients	Outpatients blinds	£5,500	Rejected
	BP688	Lynne Topham	CHAPS	Identification clothing and promotional items	£1,606	Approved
	BP689	Jennifer Pugh	Stand desks	Stand desks	£2,585	Rejected
	BP690	Melanie Wotton	Arts in Health Project Manager	Cardiff Royal Infirmary Heritage Project	£6,400	Approved
	BP691	Karen Hughes	CAVOC Pre-Assessment	Garden bench and table	£760	Approved
	BP692	Jayne Finch	MHSOP Occupational Therapy	Musical Therapy Project	£9,456	Approved

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Staff Lottery Bids Panel Approved Bids March 2021 (↑ £10k)						
	No	Applicant's Name	Service	Description	Amount £	Decision
July 21	BP693	Jayne Finch	MHSOP Occupational Therapy	Therapies Garden Project	£4,081	Deferred
	BP694	Stella Regan	Maple Ward, Hafan Y Coed	Maple Murals	£2,950	Approved
	BP695	Clare Wade	Old Head Quarters. Director of Nursing for Surgery	Outdoor dining area and installation of concrete plinths	£6,548	Approved £1,198
	BP696	Ann Jones	Patient safety team. Organisational learning	Promoting vascular access care through video education	£6,000	Approved
					£40,067	

Small Bids Panel (Fast Track) Approved Bids March 2021 (↑£250)					
	No	Applicant's Name	Service	Description	Amount £
Mar-21	SBP158	Cath Marshall	Physiotherapy Services UHW	Microwaves for staff room	£138
	SBP159	Rhian Grapes	CAVOC UHL	Staff lockers	£240
	SBP160	Siobhan Moore	Community Brain Injury Team	Christmas Zoom Activities	£250
	SBP161	Kelly Marlow	Volunteering Service	Seasonal Christmas Gifts for Volunteers	£250
	SBP162	Julie Hnatiw	Community Public Health Public Nurse, Pentwyn Health Centre	Staff room fridge	£250

	SBP163	Joanna Phillips	Physiotherapy Enhanced Care Home Liaison	Functional Exercise Equipment	£246
	SBP164	Joanna Phillips	Ophthalmology Directorate	Fridge	£129
	SBP165	Tracy Williams/Sian Brookes	Medicine Lakeside Wing	Patient TV Lakeside Wing	£239
	SBP166	Jessica Sharp	Welsh Language WOD	Slate Pentagon Slate Marble Trophies with personalised engraving. Welsh Language Awards	£250
Jul-21	SBP167	Michelle Davis	HMP Cardiff- Vulnerable Groups	Beat the Boredom Project	£250
	SBP168	Michelle Davis	HMP Cardiff- Vulnerable Groups	Staff rest room upgrade	£250
	SBP169	Elinor Hughes	MHSOP Occupational therapy	Patient wellbeing project	£250
	SBP170	Nicola Carter	Ophthalmology. UHW	Staff room fridge	£140
	SBP171	Clare Wade	Surgery Clinical Board	Celebration event. National Nurse's Day	£232.00
	SBP172	Clare Wade	Surgery Clinical Board	Celebration event. Refreshments	£125
	SBP172	Clare Wade	Surgery Clinical Board	Celebration event. Refreshments	£117
	SBP173	Ruth Caan	St Davids Rehab Unit	Garden project	£250
	SBP174	Nina Amps	Palliative Care	Handheld fans	£239
	SBP175	Teresa Coomer	St Davids Lansdowne Rehab Unit	Queen's Birthday Celebration	£250
	SBP176	Nicola Carter	Ophthalmology. UHW	Staff room microwave	£110

	SBP176B	Fran Wilcox	West 2 UHL Medicine	International nurse reflection project	£247
	SBP177	Abi Phipps	Community Child Health. Health Visiting Team	Celebration event - Refreshments	£232
	SBP178	Louise Waughton	Infection, Prevention & Control UHW	Undercounter fridge	£250
	SBP179	Natalie McCulloch	East 8 UHL	Magazines subscription for patients x 12 months	£250
	SBP180	Jane Linton	West 5 UHL	Dominga's memorial garden	£240
	SBP181	Natalie McCulloch	East 8 UHL	Fridge- freezer. Patient nutrition	£200
	SBP182	Andrea Cooper	School Nursing	Coffee, Chat and Catch Up	240
	SBP183	mark.briggs@wales.nhs.uk	Innovation & Implementation	Staff survey. Innovation Understanding Prize	£200
	SBP184	Jane Murphy	Medicine Clinical Board	Medicine Staff Recognition Event	£250
					£6,313

Successful Staff Lottery Bids Panel Projects – July 2021

Two examples of successful applications submitted to the Staff Lottery Bids Panel for consideration at the meeting, which took place in July 2021, can be seen below;

Beat the Boredom – Board Games for HMP Healthcare

HMP Healthcare is a facility within HMP Cardiff for men who have additional healthcare needs. There are association periods during the day when they are able to interact with other residents, however there hasn't been any entertainment or activities available to make their time in the facility more interesting and enjoyable.

Kitchen Appliances for the Healthcare Staff at HMP Cardiff

The Healthcare Staff at HMP Cardiff are a dedicated team of healthcare workers, often working long, overnight shifts to provide the patients with the care they require. The staff don't have access to canteen or snack bar facilities, and due to how long it

takes to come in and out of the HMP Cardiff building, they are unable to buy lunch outside.

Michelle also applied for funding to purchase a range of kitchen appliances to allow the staff to store and prepare fresh food, as well as make coffee in the facility. This consists of a small fridge, a George Forman grill, and a filter coffee machine.

Michelle said: 'This will allow healthcare staff at HMP Cardiff to prepare a wider variety of meals on their rest breaks. It will also improve morale and promote teamwork through informal breaks spent eating together (when current Covid restrictions are eased).'

The Bids Panel were happy to approve this bid as it boosts morale and staff experience. Being able to prepare a wider variety of meals also means that the healthcare staff can remain energised throughout the rest of their shift by being able to meet their nutritional needs.

Karen Mills, the Lead Nurse at HMP Healthcare and Michelle Davis, the Operational Manager applied for funding to purchase a selection of board games for the men to use whilst in HMP Healthcare to allow for more interaction and an interesting way to spend time. In the proposal Michelle said: 'This will benefit the men in HMP Healthcare by giving them something constructive and enjoyable to do in association periods. It will alleviate boredom and promote a sense of wellbeing by encouraging the men to interact with each other in an enjoyable activity.' The games Karen and Michelle were looking to purchase contained the classics such as Dominos, Connect 4 and Uno and consulted the men currently in HMP Healthcare regarding their preferences.

The Bids Panel were happy to approve this bid as it promotes patient wellbeing as well as improving the quality of their time at HMP Healthcare. The games are also bound to improve the patient experience, and allow for new connections and friendships to be made.

Michelle and Karen can be seen in the image to the right-hand side, along with some of the games purchased.



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KEEPING PEOPLE WELL**



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Report Title:	ANNUAL REPORT – WALES AND AFRICA					
Meeting:	Charitable Funds Committee				Meeting Date:	07.12.2021
Status:	For Discussion		For Assurance	✓	For Approval	For Information
Lead Executive:	Rachel Gidman, Executive Director of People and Culture.					
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement					

Background and current situation:

The Health Board has an ongoing commitment to support partnerships in sub-Saharan Africa, this was established in 2006 to support and encourage public sector organisations to share skills, establishing positive and collaborative working relationships and help to build stronger communities in Africa

During the past 12 months, the Arts for Health and Wellbeing team has exhibited a project which highlights the work of the UHB in collaboration with partner organisations and Welsh Government on the Wales and Africa Programme. The art work was displayed in July 2020.

The project highlights the partnership working on the Wales and Africa programme, an exhibition showing some of the emotive images taken in sub-Saharan Africa are displayed as an exhibition at the University Hospital of Wales. Paul Crompton and Carl Rogers, kindly contributed to the exhibition. This exhibition documenting the Health Boards links with sub-Saharan Africa has been initiated and supported by the Arts for Health and Wellbeing Programme through Cardiff & Vale Health Charity, along with a generous donation from Amazon UK

In support of the Wales and Africa Programme, a team of medical staff from the Health Board work alongside the Ola During Children’s Hospital in Freetown, Sierra Leone to support the care of children with cancer. This work is led by Professor Meriel Jenney

Through Cardiff & Vale Health Charity’s “In for a Penny” payroll giving scheme, money is raised to provide training for nurses, doctors and laboratory staff, which helps to improve the diagnosis and the safe delivery of treatment to these young patients and contribute to their chemotherapy and other costs of care.

The current balance of the Children’s Cancer Care Africa fund 9672 is £16,376.87 which has increased from £10,513.00 in March 2021. Increase of £5,863.87 in past six months

The Children’s Cancer Care Sierra Leone Fund is currently supported by fundraisers, donors and the In for a Penny payroll giving scheme. In for a Penny allows all staff employed by Cardiff & Vale UHB to donate the pennies from their salary every month. The number of staff enrolling in this scheme is growing all the time, and has increased by 35% over the last 12 months, however there are still many staff who are unaware that the scheme even exists. We

liaise with our Staff Induction Programme and Medical Workforce team to promote this scheme, as well as through Staff Connects, our Health Charity Fundraising Pod at UHW, the Health Charity Website and our social media channels.



The Health Charity, supported by medical illustration developed a logo to promote and encourage the Wales and Africa initiative, which continues to be used.



Reminders Nathan
04/17/2022 23:42:33

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

It is good news that our Wales and Africa partnership continues to promote the opportunity for individuals and organisations to work in this area but acknowledges the restrictions to this programme caused by the pandemic. This programme assists in the Health Boards requirements under the Wellbeing Future Generations Act.

Recommendation:

The Charitable Trusts Committee is asked to:-

- a) **Note** the content of the Wales and Africa Annual Report.

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:

No



GIG
CYMRU
NHS
WALLES

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



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



Please join us, and be 'In for a Penny!'

In for a Penny is a payroll giving scheme run by Cardiff & Vale Health Charity. Cardiff and Vale University Health Board staff are invited to sign up to give a minimum of 1p and a maximum of 99p every time they get paid. Signing up to 'In for a Penny' means agreeing to donate the pennies from the end of each pay every month – or for three months of the year if paid weekly. This scheme is simple to join and simple to set up. Working together, the pennies donated could make a small change, big reward!

I wish to participate in the In for a Penny project and authorise Cardiff and Vale UHB as my agent to collect each pay period from my salary such odd balances (maximum 99p per pay period) and to donate to the Cardiff & Vale Health Charity (registered charity number 1056544) on my behalf. In for a Penny Currently supports two Health Charity funds: Our Health Meadow – Ein Dôl Iechyd and the Children's Cancer Care Sierra Leone fund.

This authorisation is effective from the date below and shall remain in force until cancelled in writing. I confirm that I pay income tax and give my consent for Gift Aid to be reclaimed on my donation (an additional 25p for every £1 donated).

Signed:

Full name:

Email:

Employee no:

Home address:

Date:

Please complete and return this form to the Fundraising Office, Woodland House, Maes y Coed Road, Cardiff, CF14 4HH. Alternatively you can scan and email your completed form to fundraising.cav@wales.nhs.uk

Cardiff & Vale Health Charity is the official charity fundraising to support all the work of Cardiff and Vale University Health Board. The Health Charity manages more than 300 funds dedicated to every ward, department and research area. Donations never replace NHS funding; they support equipment purchases, training and research projects over and above what the NHS can provide.

To find out more about the Health Charity and the impact that donations have on patients and staff, please visit our website, www.healthcharity.wales. Thank you.

www.healthcharity.wales



#TeamHealthCharity
Find us @health_charity



Report Title:	HEALTH CHARITY UPDATES – BREAST CENTRE APPEAL ANNUAL REPORT			Agenda Item no.	4.5.2
Meeting:	Charitable Funds Committee			Meeting Date:	07.12.21
Status:	For Discussion	For Assurance	√	For Approval	For Information
Lead Executive:	Ruth Walker, Executive Nurse Director				
Report Author (Title):	Joanne Brandon, Director of Communication, Arts, Health Charity and Engagement				

Background and current situation:

The Breast Centre at the UHL celebrated its 10th Anniversary last year, having opened in 2010 to provide a “one stop shop” for patients requiring breast care services. At that time, an Appeal was launched with the support of the Charitable Funds Committee (CFC), to raise funds to further enhance services available within the Centre. This included the completion of the first floor which now provides:

- Enhancements to patient services/environment provided at the Breast Centre to compliment the core NHS services already provided;
- Improved patient experience and outcomes;
- Promoting health and wellbeing;
- Promoting quality and safety in patient care through professional managed exercise sessions, outsourced exercise sessions and complimentary therapies (funded via the Breast Centre Appeal);
- Dedicated multidisciplinary teaching/training facility for breast care services

The fundraising activity has continued to be very successful and is continually funding enhancements to patient care at the Breast Centre.

Fundraisers over the past 12 months include: -

- Irene Hicks Nicholls, BCA has been a fundraiser for the Breast Centre Appeal since 2014. Irene and her team of fundraisers and supporters have now reached a fundraising total of £182,000. The Senior Fundraiser maintains regular contact with Irene, and updates the BC Committee on this progress and will celebrate in an appropriate way when Irene reaches £200,000.
- In October 2020, Nikki Lacey ran 47km to raise funds for the Breast Centre Appeal to celebrate her 47th birthday, 10 years on from a Breast Cancer diagnosis and raised just over £2,000.
- In October 2020 and April 2021, in the absence of ‘live’ events, the Health Charity held several ‘virtual balloon races’, raising just over £900 for the Breast Centre Appeal.
- During January 2021, James Joseph repeatedly ran up Custom House Hill in Penarth until he reached the equivalent height of Mount Everest (29,029ft), James completed his challenge throughout January, raising just over £1000 for the Breast Centre Appeal.

Saunders Nathan
01/17/2022 23:42:37

- April 2021 saw the launch of 'Annie's Welsh Coastal Path Challenge'. Annie had been diagnosed with Breast Cancer and during her recovery decided to walk the Welsh Coastal Path to raise funds for the Breast Centre Appeal. Later that year Annie was diagnosed with Triple Negative Breast Cancer and was unable to continue with her plan; her family and friends therefore took up the mantle, turning it into a virtual challenge so that Annie could follow the walk online and see some beautiful photos of their walks. Annie sadly passed away in May 2021 and her family and friends have continued to raise money for the Breast Centre Appeal and City Hospice, Cardiff. They have now reached an amazing fundraising total of almost £10,000 and plan to close this fundraiser at the end of November 2021.
- In September 2021 the Health Charity launched a new sponsored walk event 'Walk 10 Miles to Celebrate 10 Years of the Breast Centre Appeal'. This walk, around Cosmeston Lakes up to the Breast Centre at Llandough Hospital was well supported and raised just under £3,000. It was also one of the first 'live' events the Committee had been able to run.
- Debs Harris, Breast Cancer patient, is taking on a triple challenge for the Breast Centre Appeal throughout September and October 2021 – the 10 Mile Walk, The Welsh Three Peaks, and a Skydive as part of the Big NHS Jump – fundraising is currently at just over £2,500 and still growing.
- October 2021 – during Breast Cancer Awareness month, Splash Central Cardiff held a 'Splash of Pink' fundraiser hosting sponsored swimming events and fitness classes – to date this event has raised just over £2000 – all sponsorship not yet received.
- In June 2021, Sumit Goyal, Consultant Oncoplastic Surgeon at the Breast Centre, and member of the Breast Centre Appeal Committee was recognised with an MBE for services to Breast Cancer and the Breast Centre Appeal in the Queen's Birthday Honours list.

The Breast Centre Appeal total income for 2020/2021 was: £40,169.54

The Current Balance of the Breast Centre Appeal fund is: £158,708.41

As a direct consequence of the above fundraising activities, patient care was further enhanced through a variety of initiatives, including:

- Water Station installed for the Breast Centre for patient, staff and visitor access.
- Purchase of an Interactive Screen for the Breast Centre Gym to offer a programme of around 14 'virtual' exercise classes.
- Outsourcing of fitness classes to Splash Central Cardiff for 'live' classes for those that are able to attend.
- Upgrade of a 'Faxitron' system at the Breast Centre. This is an imaging machine used to determine whether the appropriate margins have been attained during Breast Surgery operations and was paid for from two legacy funds and the Breast Centre Appeal (£105k spend).

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

The Committee is asked to acknowledge the contents of the Breast Centre Appeal Annual Report and thank the team for their continuing hard work and dedication.

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

None to note

Recommendation:

The Charitable Trust Committee is asked to:

- a) **NOTE** the Breast Centre Appeal Annual Report, including the progress and activities of the said Appeal.

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

